Lower Fox River Area of Concern

CITIZENS’ ADVISORY COMMITTEE

July 17, 2014, 3:00-5:00 p.m.

Agenda

Meeting Purpose: To meet the new AOC Coordinator. To discuss the status of the boat tour that is planned for September. If moving forward with the tour, develop an action plan.

Topics

➢ Meet new AOC Coordinator (Megan O’Shea)

Meeting goal: to learn about Megan’s background and her role in the AOC.

➢ Review status of September boat tour

Meeting goal: to come to agreement about whether we can successfully pull off the boat tour for September. To develop an action plan if we agree that the tour should proceed.

Handouts: Scope of Work for the Outreach Giveaways and Scope of Work for AOC Boat Tour 2014

Reminder about lobbying or political advocacy

Action items:

Canoe tour

- CAC Canoe Tour is August 18 from 2-5. All CAC members present at meeting confirmed they would attend.
- Janet, Chuck, Jeff, Vicky, Matt Kriese, and Megan will meet at the DNR office July 28 at 1 p.m. to determine the specifics of the route.

Boat tour

- The group indicated that they wanted to proceed with the boat tour. Megan recommends convening an ad hoc planning committee (see attached e-mail message) to assist in coordination of the event. The regular CAC meetings are postponed until further notice, due to the focus on the upcoming boat tour and other CAC events.
- Megan is checking with DNR Public Affairs person to determine if he has any recommendations about holding a press conference ahead of time or in putting together the media release. She will get back to the larger group.
- Julia and Annette worked on the text for the brochure based on the ideas that were discussed at the Outreach Committee meetings. Please send to Megan for review.
- Megan confirmed that we do have a reservation for the boat for Sept. 16 from 3:45 till 5:45. There are enclosed areas on the boat, which holds 137, in case it rains, and there will be a cash bar available for attendees to purchase snacks and beverages.
- Annette will send out the revised invite list to Nic and Angela sometime the week of July 21st. Once that list and the invite are finalized, the goal is to send out the invite the following week.
- Julia will look into whether Sea Grant has sound equipment that can be used for the boat tour in case we need a backup sound system.
- Chuck and Vicky will send out the script/talking points to the group.
- Items we'll still have to work on: finalizing the script and lining up speakers, finalizing the press release and/or conference, determining who will handle RSVPs. **Megan** recommends that these would be matters that the planning committee would work on.
- We should plan to do a dry run sometime in September.

**Adjourn**