

**Minutes from CWEPA Board of Directors Meeting
12/04/12 in Denver NE Region Conf. Room**

Meeting called to order at 10:00 a.m.

CWEPA MEMBERS PRESENT:

Brent Woodward (SW – Pres.), Chris Mettenbrink (NE – Tres.), Michael Seraphin (SE – Sec.), Rick Basagoitia (SW), Libbie Miller (NW), Matt Thorpe, Bob Thompson, Shannon Schwab, John Hood, Sean Shepherd, Steve Yamashita, Matt Martinez, Tim Woodward, Bob Davies, Eric Lowery, Kris Middledorf.

GUESTS: Chad Bishop

APPROVAL OF 9/25/12 MEETING MINUTES: Motion to approve by Libby Miller, Second by Chris Mettenbrink. Unanimously accepted.

TREASURER'S REPORT:

Chris Mettenbrink gave the Treasure's Report.

Paid Jeffrey Parris \$2,000 for tax prep and \$100 to the fallen Lakewood officer fund.

		June 2012	Sept. 2012	Dec. 2012
USB Investments:	Market Account	\$105,848.46	\$106,405.34	\$111,900.10
Bank Accounts:	Savings	\$ 502.31	\$502.57	\$502.57
	Checking	\$ 5,047.55	\$5,048.37	\$5050.51
	12 mo certificate	\$ 4,899.76	\$4,904.51	\$4906.98
	Money Market	\$ 3,408.21	\$3,409.04	\$3411.19
	Main Account	\$ 10, 839.58	\$11,293.99	\$12,824.66
	Merchandise Acct	\$ 5,881.22	\$6,435.52	\$6,225.06
Total:		\$ 134,810.93	\$137,999.34	\$144,821.06

RESIGNATIONS/RETIREMENTS: n/a

NEW MEMBERS: Michael Brown, Michael Grooms, Rachel Leiner. (All Approved)

EMPLOYEE CONCERNS / OPEN FORUM / DISCUSSION WITH CHAD BISHOP:

Chad said the Director planned to be at the meeting, but was unable to attend.

Chad reported that DNR is working on an email announcement regarding changes in Housing Premium.

A discussion was held regarding the "position descriptions" project. (Formerly known as PDQs.) Chad said the project started because there are jobs within the old Parks and old Wildlife divisions where employees were doing similar work and had similar job titles, but the employees were in different job classifications. Chad cited the Water and Real Estate Sections as examples. Bob Thompson asked about Criminal Investigators. Chad said that in one of the sections where old position descriptions will be merged. Chad said that many job descriptions in the agency are more than 25 years old and it is time to update them to reflect today's work in terms of technology changes.

On the topic of revisions to Salary Ranges within classifications, Chad explained that salary range changes are being implemented at the DPA level and the DNR and CPW had no input. He said that from a practical standpoint, very few people will be affected unless they happen to be at the top end of one of the classifications that is being lowered. In some cases, however, the salary range is being modified upward. Steve Yamashita added that proposed changes to salary ranges from DPA must be approved by the legislature.

Libby Miller asked about eliminating positions and bumping. Libby pointed out that from the onset of the merger, CPW employees were told any loss of jobs would be through attrition, and there would be no bumping. Now, she said, it seems that is not the case. Libby asked if the agency is going to honor statements that downsizing would be accomplished through attrition only. Chad confirmed there are positions being eliminated, but efforts are being made to protect employee rights. Steve Yamashita added that, "special assignments are not off the table." He said the Leadership Team is aware that there is no shortage of work to go around, which might lend itself to creation of special assignments, but there has not been a formal decision at this point.

Regarding HR issues in general, Chad and Steve said that Tina Miller has offered to attend staff meetings and answer questions. He encouraged Sections/Regions/Areas to take her up on the request and ask her to attend some of our meetings.

OLD BUSINESS / NEW BUSINESS / UPDATES:

Officer of the Year Attendance @ NAWEOA Conference: There a discussion about funding for the Officer of the Year's trip to the annual NAWEOA conference. Bob Davies made a motion that CWEPA make funds available to Officer of the Year to attend NAWEOA, and that if the Officer of the Year is not interested in attending, then funds will be allocated for up to three (3) other scholarships for members who may be interested in attending. The amount CWEPA will fund can be up to \$2,500. Only documented expenses will be covered (save your receipts). Rick Basagoitia seconded the motion. Motion passed unanimously.

In-Service: Parks Administration is in charge of setting up this year's in-service, so any agenda items (such as the CWEPA fundraiser) go through Mari (last name ?). Brent will contact her to get the CWEPA fundraiser scheduled for Monday night. Libby volunteered to coordinate items for the Silent Auction.

By-Laws: Brent, Casey and Bob Davies are working on revisions to the by-laws. The changes are mostly housekeeping issues to update the language in light of the merger.

Beef Donation: There is still meat left in the freezer. CWEPA agreed to offer it to Ron Rivale if he is interested. Ty Petersburg and Terry Ivy were the other recipients.

CWEPA Hats: Matt Thorpe gave an update on the logo design. Rick Basagoitia and Matt are working on getting the hats ordered.

Legal Services Contract: Brent will contact Bruno, Collins, Jewel & Young to setup a meeting after the first of the year.

Cliff Coghill Award: Brent gave an update. Last meeting, the Board agreed to create a career achievement award in honor of Cliff Coghill. The award will go to a commissioned wildlife officer with at least 20 years of service. The timeline for nominations is the same as the timeline for nominations for the John D. Hart Award. The recipient will be selected by a vote of the CWEPA membership. The recipient will be announced at In-Service. Forward suggestions to Brent.

Belt Buckle Sales: Bob Davies gave an update. We have 29 DOW Bronze "Officer" buckles, 121 DOW two-tone "public" buckles, and 75 DOW Bronze "public" buckles, plus whatever supplies are on hand in the Area Offices around the state. As of now, offices are continuing to sell the buckles. We need to talk to

the Director about his thoughts on selling the old DOW logo buckles in our offices. At some point, a decision will have to be made about getting new buckles with the CPW logo.

Board Elections: Brent Woodward (SW) and Lenny Young (SE) are term limited. Matt Thorpe and Bob Carochi came forward as potential board members to fill vacancies in the SW and SE. Nominations are open to any CWEPA member. If you are interested, or know of anyone interested in serving on the board, please come forward. The deadline for nominations is Jan. 15, 2013.

College Scholarships: The CWEPA Board is again accepting applications for a \$1,000 scholarship. Deadline is Dec. 31, 2012. CWEPA's intent is to award scholarships to those applicants majoring in a natural resource related field. The application form is attached.

Meeting adjourned at 12:35 p.m.