

**CMER MEETING AGENDA**

June 23, 2019 • 9:00 AM – 12:10 pm

**Remotely Held using GoToMeeting**

**Join meeting from your computer, tablet or smartphone:**

<https://global.gotomeeting.com/join/794439413>

**Call-in information: 1 (571) 317-3112; Access Code: 794-439-413**

**\*Action Items**

| <b>Time</b>      | <b>Topic</b>  | <b>Lead</b>   |
|------------------|---|---------------|
| 9:00 – 9:10      | <b>Introductions</b>  | All           |
|                  | <ul style="list-style-type: none"> <li>◆ Read 2 CMER Ground Rules</li> <li>◆ Review remote meeting conduct</li> </ul> | Mendoza       |
| 9:10 – 9:20      | <b>Agenda</b> – Review for updates  | Mendoza       |
| 9:20 – 10:05     | <b>WFPA Smart Buffer Study Design - Presentation</b>  | Martin        |
|                  | <b>Decisions:</b>   |               |
| 10:05 – 10:15 am | <b>CMER</b>   |               |
|                  | <ul style="list-style-type: none"> <li>◆ <b>May 26<sup>th</sup> Meeting Minutes*</b> – <i>Approval</i></li> </ul>     | Mendoza/Knoth |
| 10:15 – 10:30 am | <b>UPSAG</b>  |               |
|                  | <ul style="list-style-type: none"> <li>◆ <b>Roads Project Management Plan*</b> – <i>Approval</i></li> </ul>           | Flint/Dieu    |
| 10:30 – 11:00 am | <b>ISAG</b>   |               |
|                  | <ul style="list-style-type: none"> <li>◆ <b>eDNA Pilot Revisions and Funding*</b> - <i>Approval</i></li> </ul>        | Munes/Walter  |
| 11:00 – 11:15    | <ul style="list-style-type: none"> <li>◆ <b>Assign reviewers for WFPA Smart Buffer*</b></li> </ul>                    | Mendoza       |
| 11:15 – 11:30    | <b>Break</b>  |               |
|                  | <b>Updates:</b>   |               |
| 11:30 – 11:40    | <ul style="list-style-type: none"> <li>◆ <b>Report from Policy June meeting</b></li> </ul>                            | Hicks         |
| 11:40 – 11:50    | <ul style="list-style-type: none"> <li>◆ <b>CMER SAG Updates</b></li> </ul>   | Knoth         |
| 11:50 – 12:00    | <ul style="list-style-type: none"> <li>◆ <b>CMER Work Plan Workgroup</b></li> </ul>                                   | Mendoza       |
| 12:00 – 12:05    | <b>Public Comment</b>   |               |
| 12:05 – 12:10    | <b>Recap of Assignments/Decisions</b>   | Hibbeln       |

## Tips for Meeting Attendees

Key activities/tasks for participants to ensure they contribute to and get the most out of the meetings they attend.

- ✓ Respond in a timely manner to requests for agenda items.
- ✓ Be on time.
- ✓ Be well prepared:
  - ✓ Be familiar with agenda and objectives.
  - ✓ Review minutes of previous meeting.
  - ✓ Read or gather background information ahead of time.
  - ✓ Have action items assigned to you at prior meetings completed.
- ✓ Be concise and to the point.
- ✓ Participate in a constructive manner.
- ✓ Be respectful of others.
- ✓ Caution an offender of bullying or aggressive behavior.
- ✓ Stay on topic.
- ✓ Volunteer your time, talent and expertise to get things done.
- ✓ Be realistic in your availability and ability to carry out action items.