



## **UNPP Steering Committee Meeting - NOTES**

December 13th, 2022 / 4:00 - 4:45 pm

### **Attendees**

Sam Friedman, USFWS Roseburg Botanist  
Ian Grinter, Roseburg BLM Botanist  
Allison Manwaring, USFWS Roseburg  
Morgan Fay, TUI/UNPP Coordinator  
Justy Grinter, Botanist, Weeds Lead Roseburg BLM  
Eric Stauder, Phoenix School

### **Not present but participating in Steering Committee:**

Crystal Shepherd, USFS  
Rod Trotter, Native Plant Society, Umpqua  
Cal Lee Davenport, USFWS

### **Action Items**

1. Morgan will remove specific names and list roles/agencies only, capitalize basin throughout the document, reformat the preamble to fit onto one page and add an appendix for future participants' contact info.
2. Morgan will change the upcoming Steering Committee meetings to 1 hour on the google calendar invite.
3. Morgan will send out the revised MOU, today's meeting notes, and the Strategic Plan collaboration document before the next meeting on 1/24/23 @ 4 PM.

## Meeting Notes

4. Salutations & Roles/Responsibilities (4:00 - 4:05)
5. Review the MOU document & make comments (4:05 - 4:25)
  - a. Main suggestions
    - i. Remove specific names of people and list the role or agency instead
    - ii. Capitalize "Basin" for uniformity
    - iii. Fit the preamble on to 1 page of the document
    - iv. Adding an appendix of contact information of participants
6. Confirm Meeting #3: 1/24/23 @ 4 PM - Next steps for the 5-year strategic plan (4:25 - 4:30)
  - a. Members requested a 1hour meeting for the Steering Committee business