

# **4<sup>th</sup> Quarterly Whitewater Commission Meeting Minutes**

## **December 16, 2014**

**Location:** HQ WV DNR, 324 4<sup>th</sup> Avenue, South Charleston, WV 25303

**Chaired:** DNR LE Jerry B. Jenkins, Colonel, in absence of Director Frank Jezioro

### **In Attendance:**

Commissioners: Tim Barton (Alpine); Matt Knott (River Riders – by phone); Amy Goodwin (GoToWV/WV Tourism); Doug Cooper (Private Boater); Brian Campbell (Adventures on the Gorge); Colonel Jerry Jenkins (WVDNR – in for Frank Jezioro)

Others: Bobby Bower (WVPRO); Rick Johnson (River Expeditions); Isaac Colvard (Summit); Rob Dobson (West Virginia Adventures); Teeya Mills (Cantrell); Will Miller (WV Tourism); Roger Wilson (Adventures on the Gorge); Heather Kessel (DNR); Keith Wilson (DNR); Jennifer Snow (DNR); Angela Negley (DNR)

### **Call to Order**

The Whitewater Commission meeting of December 16, 2014 was called to order at 1:00 p.m. by Colonel Jerry B. Jenkins. Attendance sheet provided for attendees to sign.

### **Approval of September 9, 2014 Minutes**

Brian Campbell made a motion to approve the minutes from the September 9, 2014 meeting. Tim Barton seconded the motion. The motion carried.

### **Keith Wilson & Jennifer Snow -- wvOASIS Budget Reports**

Commissioners stressed a concern that past budgets submitted by the Whitewater Commission did not reflect the final product generated by the WV DNR Budget Section. Keith Wilson explained that the Commission is required to submit a budget, but that changes can occur to those proposals before final submission to the WV State Budget office and Legislative body. Mr. Wilson states that the budget is an appropriated budget and that the current budget is at \$135,748. Colonel Jenkins asked what would be considered a “time frame” for the Commission to propose a budget. Mr. Wilson advised 12 to 18 months in advance. Brian Campbell requested that the Budget Section provide a specific layout, timeline and explanation to help create a concise proposal.

### **Budget**

Brian Campbell mentioned that the Commission is aware of budgeting problems that will begin to cause issues in 2 to 3 years. He expressed a need to cut costs in the future. It was decided that in the future the proposed budget should reflect the current budget of \$135,748 with the knowledge that it wouldn't all be used and carry over the excess. There was discussion that miscellaneous funds could be used for training. Keith Wilson mentioned the budget can be set at more than what's taken in, just be aware that you can't spend more than is taken in. Colonel Jenkins suggested the Commission consider Keith Wilson's proposed budget and allow him spending authority to allocate funds to certain “codes/objects”, with the knowledge that more cannot be spent than is taken in.

Brian Campbell made a motion to approve the budget proposal at \$135,748, to include Keith Wilson as spending authority and allowing him to allocate funds into specific codes and objects for FY17. Also, with the

understanding that any excess funds would carry over to “Micellaneous” items fund, to use for training, trout stocking, studies, Thurmond gauge, e.g. Amy Goodwin seconded the motion. Motion carried.

### **Angela Negley -- wvOASIS Procurement Procedures & Training**

Angela Negley with the DNR Procurement Section discussed the proper procedures to request, invoice and make payment for training. She explained that with the new wvOASIS system there are more stringent checks and balances. She expressed her concerns that it’s imperative to plan ahead when training is necessary and to make sure all purchasing rules are followed, such as: vendor registration, amount thresholds, bids and good communication with her section.

### **Gauley River Release Dates**

The topic of Gauley River release dates was discussed. It was decided to let the issue ‘play out’ and possibly discuss again after the next meeting.

### **Commission Appointees – Updates – Pending List**

The Commission was made aware that appointee Steve Kemper would need to be removed from the Whitewater Commission appointee list due to a personal injury.

Guest Teeya Mills requested that Richie Cantrell be appointed. It was explained to her that Mr. Cantrell would need to be made aware that his name was announced for submission.

### **Whitewater Website Enhancements**

Heather Kessel explained that the Whitewater website is working for the Outfitters as far as the reporting of numbers and trips. She explained enhancements are necessary to make the administrative side of the system work better for the processing of payments, reports, user numbers, corrections to errors and basic record keeping of Whitewater reporting. She explained that currently the administrative side of the system is not user friendly. For example, the WV Office of Technology (WVOT) charges each time a correction is necessary for incorrect data entry by the Outfitters. Also, injury reports aren’t printable on the Outfitters end of the system. WVOT advises that in order to implement new enhancements there would be charges. WVOT also mentioned that it would be cheaper to re-build the entire system as to implement enhancements.

Amy Goodwin suggested we attempt to locate the original contract with the initial specs for the Whitewater reporting website project and meet with WVOT to discuss our current situation and issues.

### **Other Business**

No other business to discuss.

### **Next Meeting**

The 1<sup>st</sup> quarterly Whitewater Commission meeting to be held at WV DNR HQ South Charleston, WV on March 10, 2014 at 1:00 pm.

### **Adjournment**

Tim Barton motioned to adjourn the December 16, 2014 4<sup>th</sup> quarterly Whitewater Commission meeting. Jerry Cook seconded the motion. The motion carried. Meeting adjourned at 2:32 p.m.