

Summary of June 2002 Environmental Compliance SME Team NRM Gateway Workshop Louisville, KY

Attendees:

Janice Smith	HQ Advisor-Environmental Compliance
Edward Currie	Environmental Compliance
Carol Hewes	Environmental Compliance
Valerie Krenicky	Environmental Compliance
Anjna O'Connor	Environmental Compliance
Ed Bave	Environmental Compliance
Bonnie Bryson	Gateway Recreation Technical Coordinator
Ginny Dickerson	Web Developer
Patty Tolley	Assist with Workshop

Summary:

The purpose of this workshop was to build content within the framework for the cover page and 11 of the 13 protocols that were developed and identified at the February 2002 Workshop. Initially, an overview of the EC page framework was reviewed, along with the vision for the site. Team members developed individual pages and worked with the Web Developer. During this process, the Web Developer transferred the information into html and created the page under the SME guidance. The newly created pages were presented to the working group for constructive criticism and ideas. In the time provided, each participant was able to have their content input into the Gateway and reviewed by their peers.

Timeline & Follow-up Items

- ?? Goal: Pages complete and posted by end of FY
- ?? Short term:
 - o Ginny will email pages as of end of workshop to everyone.
 - o All SMEs are to continue to develop their pages. Ginny will update as changes are received, and send them to Janice for review.
 - o Anjna is working on the States link spreadsheet and will send copies to everyone. Ginny will have a contract student check the links once Anjna has the table completed.
 - o Valerie will sent Good Enough to Share item to Ed and Ginny on spills (for POL and Lease & Concessionaire pages).
- ?? Janice will review final pages before posting.
- ?? Next EC SME Workshop scheduled for 4-7 November 2002 (2-day session, with 4 and 7 November as travel days). Workshop location is Savannah, with Valerie Krenicky making arrangements to use the IM Training Room.