# April 7, 2023 Meeting Minutes

Committee Members Present: Susan Smiley, Melissa Harper, Vivian Ortiz, Ted Dooley

Other Councilors Present: Jack Buckley

DCR Staff Attendees: Matthew Perry, Nick Connor

## Public Attendees as Registered: Shaka J., Mike Toomey, Laura Jasinski, Jun Lee, Stephen Engel

## Call to Order – Committee Chair Susan Smiley 8:04am

Chair Smiley welcomed the attendees, took attendance of Councilors, and went over the meeting agenda.

## Approval of Minutes

The committee approved the minutes from the February 24, 2023 meeting.

## Stewardship Council Planning Matrix

Matt Perry presented the Council Matrix he has been working on with Councilor Buckley that outlines the activities of the council and its committees.

Chair Smiley stated that she would like an annual of review of Memorandums of Understanding (MOUs) added for the Stakeholders Committee.

Councilor Ortiz said that although not reflected on the matrix, the committee does presentation reviews every month.

Councilor Buckley said that he saw this as a way for all members and new members to look in one place and see the plan of the council.

It was suggested that a definition of each committee should be added to the document, or to add a link to a description of what each committee does, and to add an ongoing review of partnership presentations.

For the next meeting of the Stakeholders Committee, the committee would like to see a list of partnerships, who the agency has agreements with, and would like information about Park Serve Day.

Councilor Buckley said that the Finance Committee will be holding a budget forum. Last year, about 10 people showed up, and it acts as a non-legislative forum where people can come in and say what they think about the budget. He is looking for the committees to be involved.

## MOU Partners Update

Chair Smiley asked for an update on MOUs and partnerships at DCR.

Nick Connors, Deputy Commissioner of Policy, Public Affairs & Administration, responded that currently the partnership department is still one person, and that the hop is someone will come on in the near term to help out.

Chair Smiley said that it is fair to say that resources are slim right now and that this is something that the committee will come back to in the future.

Mr. Connors agreed and said that the committee should keep it on its agenda, and they will be updated when a new person is brought on.

Chair Smiley asked if there was anything that the committee could do to help.

Mr. Connors said that there isn’t a posting for a position right now, that they are waiting for the new administration to be in place in order to post it.

Councilor Buckley said that this would be a good topic for discussion at the budget forum that the finance committee is planning on holding.

Councilor Harper asked if the obstacle for partnership capacity is a budget obstacle or a capacity issue, and if there is a bottleneck in the hiring process.

Mr. Connors responded that it is a question of where DCR is in relation to the cap for full time employees, and that the agency knows this is a position that the new administration will be interested in filling. He invited Laura Jasinski, Executive Director of the Charles River Conservancy and participant in the DCR/EEA partnership scrum to speak.

Ms. Jasinski said that it would be great if the council could encourage and advocate for the capacity to take on partnerships at DCR, saying that more than two people are needed.

Chair Smiley asked if the committee could get a presentation on the process.

Mr. Perry and Ms. Jasinski will work on a presentation.

**Update on Council Presentation Requests**

Mr. Perry reported that no new requests have come through and that the previous requests the committee did hear about did not qualify for presentations at the meeting.

## Public Comments

Councilor Buckley said that he is going to review public comment guidelines at the beginning of the next Council meeting, keep a two-minute timer for each comment, and make sure that only people who contact Mr. Perry before the beginning of regular business are allowed to comment.

## New Business

Chair Smiley asked for an update on the Office of Outdoor Recreation.

Mr. Connors said that they will ask the Secretary’s office for an update.

## Adjournment

Councilor Smiley thank everyone for their attendance and adjourned the meeting.

*Please check the DCR Stewardship Council webpage for notice of upcoming meetings.* [*https://www.mass.gov/service-details/dcr-stewardship-council*](https://www.mass.gov/service-details/dcr-stewardship-council)