Welcome & General Interest Announcements

- Presented the Terry Hoffer Award winner shirt to Cathy Lynch from HERO.
- IAC Member Roundtable
  - Cathy Lynch
    - Cathy went to Oregon and attended the IHEA-USA conference as well as to accept the IHEA Instructor of the Year award.
    - She also went to Olympia to get supplies for class.
    - Cathy was selected as the 2017 Terry Hoffer Memorial Award winner.
  - Sam Grubbs
    - Sam was the chief HEI for the first time last month.
    - He also had five Vietnamese students show up to the class and had to work with a couple of them for interpretation.
  - Jonathan Barr
    - Jon has had no classes to date but he is working on scheduling classes soon.
  - Ken Hageman
    - Ken has been teaching online classes.
  - Eric Lauver
    - Eric participated in one traditional class and only had two no shows.
  - Jim Sevier
    - Jim worked with Dan Boes and Steve Mills at the Kingsway school in Vancouver to get teach a traditional class during the school day.
    - Currently the school wants to continue the program next year.
    - Jim also has had a couple traditional classes so far this year.
  - Randy Absolon
    - Randy has had a couple of online courses so far.
    - He also started teaching a traditional course last week.
  - Bob Palmer
    - Bob has taught in one traditional and three online classes so far.
    - He has had several inquiries on different items about:
      - What if the HEI doesn’t supply their SSN for the recurring background check?
        - The instructor is subject to possible termination
      - The Maddison videos are getting old, are there any updates?
        - During research it did not appear so.
      - Is using a tree as a backstop ok?
- Per CFR 261.6 it is possible to get a ticket when shooting and damaging a tree.
- In hunting situations the department feels that it is still ok to use as a backstop.

- **Marty Kotzke**
  - Marty has taught a class each month since the last meeting.
  - July his team is only going to be offering online classes.
  - He helped certify new HEI at a class at the Tacoma Sportsman Club.

- **Ray Boone**
  - Ray has held a few classes, but he has noticed there has been a significant shift to traditional class being 12 and under and online classes 13 and over.
  - He also went to the IST in Region 1 and wanted to bring a comment back to IAC about Incentive permits are more heavily weighed on online classes and not traditional.
  - Ray met Rick Braziel at the IST and registered as a mentor with the First Hunt Foundation.
  - He also relayed that the HEI were wondering if we could post proposed notes before they are approved.
    - Can the notes be posted as draft or pending approval before formal notes are approved.

- **John Malek**
  - John has held two or three online courses so far this year.
  - He has had to cancel two online courses due to health issues.
  - His team is planning on having at least two online courses per month from now through September scheduled.

- **Butch Buffaloe**
  - Butch has had a couple traditional classes.
  - There was an April class where they had 19 students and all passed the class and this hasn't happened in 15 years.
  - Butch is has classes coming up in August and September.

- **Larry Lufkin**
  - Larry had to go to a gun range to help explain clean up procedures to HEI that were using the club to keep the club happy.
  - He also offered to be involved in WDFW website update.
  - Larry has been trying to contact HEI in his area and has had a bunch of kick back emails.
    - There were four or five responses from 65 or so emailed.
  - He was lucky enough to draw a HEI Incentive permit.

**WDFW Updates**
- **Student statistics**
  - For January – May 2016:
- Total classes 273
- Capacity 6,532
- Registered 4,916 (75%)
- Total Pass 4,007
- Total fail 120 (1.2%)
- Total incomplete 85
- Total no Show 704 (14.3%)

For January – May 2017
- Total classes 288
- Capacity 6,881
- Registered 5191 (75%)
- Total Pass 4235
- Total fail 166 (3.7%)
- Total incomplete 104
- Total no Show 686 (13.2%)

- 2017 student statistics show we are meeting public demand.
- No shows for 2017 are down, however fails are slightly up.
- Deferral numbers have increased significantly from 41 to 115.
- Military exemptions are also up from 189 to 255.

- Question from Butch
  - What is the issue on instructor hours being down will do to the PR match?
- Question from Ray
  - Is there a way to show full classes with waitlists against not full classes?

- No shows suggestions
  - Post classes but don’t open registration until close to the date.

- Instructors & Instructor Applicants
  - New instructors are down from 64 in 2016 to 41 in 2017

- Brief Regional Field Coordinator Updates
  - Chuck Ray
    - Chuck being a 40% full time employee is taking some time off in the near future to ensure more hours to work during the busy time of the year.
    - He helped at all eastside ISTs.
  - Aaron Garcia
    - Aaron is working with Reds Fly Shop to hold one online class each month.
    - Cabela’s in Union Gap has started doing classes.
    - There is a lot of online course coverage in Region 3.
    - Aaron has slowed his certification of new instructors to allow him to get more newly certified HEI into existing teams.
    - He is also working with First Hunt Foundation to get mentors for mentored hunts.
• Aaron visited the Diamond K ranch and they committed to youth mentoring hunts.

- **Steve Dazey**
  - Currently Region 4 has 260 HEI.
  - Steve has two upcoming PSTs.
  - He has one deer clinic and one elk clinic scheduled in October.
  - Region 4 is currently running one month ahead of last year’s student statistics.
  - Region 4 is currently only at 60% student rate of the available capacity.

- **Dan Boes**
  - The new Region 5 office in Ridgefield is opening soon but there is currently no space for Dan to have an office there.
  - He had an instructor pass away that had a class the following weekend and the students didn’t know the class was canceled.
  - He was able to get 13 of the 15 in the next Thursday class in the area.
  - Dan is planning a Waterfowl clinic in Vancouver in August.

- **Bill Montgomery**
  - Bill collected some orange guns from Neah bay and delivered them to a Puyallup team.
  - He is working on getting HEI in the school for a creditable class in Puyallup.
  - Bill is also working on scheduling several PSTs in the next few months.

**Update on clinics**
- In 2016 we had 169 clinic attendees and held 13 clinics.
- In 2017 to date we have held 10 clinics and had 97 participants sign up through the web. There were several courses where there were a fair number of attendees that showed up and didn’t sign in.
- We are planning on a deer and elk clinic in Region 4 in October.
- Aaron is working on planning upland bird clinics in Region 3 again this season.
- During turkey season, Aaron worked with the First Hunt Foundation and got 29 novice hunters out hunting turkey with Hunter Education Instructors, Master Hunters, and other mentors.
- Region 2 will be holding clinics on upland birds and turkeys this year.
- Region 6 will be doing an upland bird clinic with Chris White from the Bob Oke game farm as well as a waterfowl clinic in August.

**Classroom video discussion**
- Currently there are 12 audio/visual aids available for HEI to use in class.
- WDFW is looking into purchasing more DVDs to meet HEI demand.
The policy manual states, “Instructors are limited to a maximum of three (full-length) videos in a 10 hour program. Instructors teaching longer classes may use one additional video for each 3.5 hours of instruction. Short, WDFW-produced spots need not be counted toward these totals.”

According to John from the warehouse, The Lost Shot and Understanding Ammunition are the most requested video from HEI.

Bob heard from an instructor about the Alan Madison Hunter Ed Videos:
- Are there updated versions available?
  - There are no new versions available on his website.
- If not are they in the works?
  - There was no information on updating the videos on the website.
- Instructor feels they are outdated.
  - Does the IAC feel they are outdated?

HE Tools are now free and can be downloaded online and has good information within it.

Which other videos does the IAC think WDFW should continue to offer?
- Ray uses USFWS video on North American Wildlife.

Sam G. Believes that the survival video could be removed.
- Butch believes the video might be outdated but instructors shouldn’t short change survival.
- The suggestion was made that WDFW might want to go to other survival videos and replace the current video.

Kris proposed communication to each IAC members HEI on what they would like offered and what they would like to see.

2018 Statewide IST topics
- The 2018 IST is coming up and the department wanted to solicit more ideas from the IAC on topics that could be covered.
- The IAC members supplied the below suggestions:
  - A basic driver’s course on the Kalkomey interface.
  - IST informational presentations like the cougar, hoof disease, and waterfowl presentations.
  - A baseline presentation on wolves.
  - Updates on what effect 594 had on the public.
  - Copper Bullets presentation that was given at the IHEA workshop.
  - State of the art hunting equipment demonstrations and descriptions.
  - Hold clinics
  - A CORT class
  - Talk about the advantage of listing the classes early.
  - Generation X vs Generation Z presentation for IHEA.
  - See previous notes for other ideas.

Downloads page update
- Kris heard that the “downloads page” is difficult to navigate and sometimes HEI cannot find what they are looking for right away.
Since the last meeting, Kris reorganized the “downloads page” in a draft form and is wondering what IAC thinks of the reorganization.

Don’t try to put all items under one page. Break out the pages to different pages or have a drop down menu with the forms.

**National Hunting and Fishing Day Update**
- Going to be in Monroe this year.
- Will have an online class in the morning at the longhouse.
- In the afternoon the Stillaguamish tribe in the longhouse doing tribal demonstrations and information.
- A lot of non-government organizations will be there to provide a fun day for the participants.
- All participants will get a grab bag with safety gear and other department giveaways.
- There will be prize drawings.
- If any HEI would like to participate, contact Steve Dazey at 425-775-1311 ext. 106.

**Kalkomey suggestions**
- Currently email updates about the Kalkomey interface are not being distributed to HEI.
- The current email program in Kalkomey is not really effective because it only sends one email to each participant and you can’t see who the email was sent to.
- HEI are unable to send attachments in emails through Kalkomey.
- Make a way to suspend duplication of multiple seats at one time.
- Have the ability to move wait list students to active class if there are drop outs instead of having to reenter the information.
- Don’t allow classes to expire so HEI can see the wait list/class list in the future.
- Cancelled class disappeared and the HEI wasn’t able to re-contact registrants for a follow up class.
- Make classes printable after the class is closed.
- When a FC deletes a HEI the HEI still has a user profile and their name doesn’t disappear from the CHEI list and could be added to a class.

**Update to Volunteer Hours**
- For federal PR grants, USFWS is requiring states to do a better job at volunteer hour reporting.
- The key is that volunteers are acting on behalf of the agency & therefore should be treated the same as paid employees in terms of their time accounting practices.
- Dave talked with the USFWS & received some clarity on a couple questions:
  - The USFWS does not require hours in travel to be reported. In fact, most states do not report those hours.
• Individual HEIs will need to enter their hours, however, chief instructors will be able to enter hours on behalf of individuals HEIs, but individual HEIs will need to “approve”.
• There is no firm deadline to implement this, but the department wants to make steady progress.
• We understand this is an additional work item for instructors; however we don’t want to jeopardize our federal funding. Our goal is to make it as easy as possible for instructors, and we’re looking at all options to accomplish that.
  ⊗ The next step is that Jan will work w/ Kalkomey to:
  - Understand what their capabilities are for electronic reporting of hours, & electronic signatures
  - Minimize or negate any changes to our existing database to accommodate reporting of hours

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 ⊗ YHEC background and discussion
  ⊗ There is a NRA program called Youth Hunter Education Challenge (YHEC).
  ⊗ Bill is the state chair and he is looking to involve other areas around the state to grow the program.
  ⊗ To grow the program, he would like to get some more regional events around the state.
  ⊗ There was a suggestion to possibly put a link onto the HEI Downloads page to YHEC. (yhec.nra.org)

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 ⊗ IAC role discussion
  ⊗ The department posed the question, “Is the communication effective currently?”
  - Generally it is a quiet environment.
  - There is not a lot of return contact.
  - Biggest response they have seen is on the point’s issue.
  - Got information back from HEI on the incident reports.
  - Bob has asked what is going right and heard nothing in response.
  ⊗ The department posed the question, “Are there any improvements we can make?”
  - More communication.

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 ⊗ Adjourn @2:49