

**MINUTES**  
**Lessard-Sams Outdoor Heritage Council (LSOHC)**  
***Proposal Criteria / Scoring Subcommittee***  
**December 6, 2022**  
**Remote Meeting – Zoom, pursuant to MS 13D**

**Call to Order:** Chair David Hartwell called the meeting to order at 9:30am.

**Members Present**

David Hartwell (Chair)  
Dudley Edmondson  
Kristin Eggerling  
Ashley Peters

**Members Absent**

NONE

A quorum was present.

**1. Review and Approve Agenda:** Councilmember Kristin Eggerling made a motion amend the agenda to include approval of the minutes from the October 31, 2022 meeting, and to then approve the agenda as amended – **Motion Prevailed**

**2. Review and Approve Minutes:** Councilmember Ashley Peters made a motion to approve the minutes from October 31, 2022 – **Motion Prevailed**

**3. Public Comments:** Chair Hartwell reported that no public comments had been submitted to the Council.

**4. Discussion: OHF Proposal Criteria/Scoring:** Chair David Hartwell gave the subcommittee an overview of the draft proposal criteria edits he had submitted to the subcommittee for consideration/discussion and also drew the committee's attention to the results of two separate surveys, one sent to program managers and one sent to councilmembers. Executive Director Mark Johnson provided the committee with an overview of the proposal evaluation & scoring criteria memo provided by staff. Committee discussion followed.

Staff was directed to:

- Draft a question pertaining to climate change/resilience as related to OHF proposals and provide it for continued subcommittee discussion at the next meeting.
- Provide an explanation for the subcommittee as to why it is important to know whether or not a proposed project is/will be receiving federal funds.
- Create a new draft of both the proposal questions and reordered/updated criteria based on today's discussion, and provide it to the subcommittee prior to the next meeting.

**5. Conflicts of Interest Reported:** Councilmember Dudley Edmondson presented a possible perceived conflict of interest for consideration. It was determined that the item presented is not currently a conflict of interest – actual or perceived – however Councilmember Edmonds was advised to submit a written note to Executive Director Mark Johnson alerting him to the situation, should there be need for further discussion in the future.

The meeting was adjourned at 11:02am.

APPROVED:

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David Hartwell, Chair

Date

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Kristin Eggerling, Secretary

Date