

**HUNTER EDUCATION INSTRUCTOR ADVISORY COMMITTEE**  
**MEETING NOTES**  
**October 9, 2021, 10:00 AM - 3:00 PM**  
**Teams Meeting**

<b>IAC Members - Representing</b>		<b>WDFW Staff</b>	<b>Guests</b>
Region 1	Sam Grubbs	<p>Kris Thorson Hunter Education Division Specialist</p> <p>Aaron Garcia Region 3 Hunter Education Field Coordinator</p> <p>Steve Dazey Region 4 Hunter Education Field Coordinator</p> <p>Amy Elliott Region 5 Hunter Education Field Coordinator</p> <p>Bill Montgomery Region 6 Hunter Education Field Coordinator</p>	<p>Evan Windom Region 4 HEI</p>
	Herb Jessen		
Region 2	Eric Lauver (excused)		
	Jen Syrowicz		
Region 3	Randy Absolon (excused)		
	James Conway (excused)		
	Rich Mann		
Region 4	Mikel Edwards		
	John Malek		
	Bob Palmer		
Region 5	Steve Mills (excused)		
	Jim Sevier		
Region 6	Jim Gleiter		
	Marty Kotzke (excused)		
	Larry Lufkin		
HERO	Butch Buffaloe		

⊙ **Welcome & General Interest Announcements (20 minutes)**

⊕ Introduction of members

- Kris introduced Herb briefly.
- Herb gave a quick background on himself.
  - He was a naval officer for many years.
  - He has been teaching for about 12 years at the VFW in Toutle.
  - Herb has held a couple classes in 2021.

⊙ **IAC member introductions (15 minutes)**

⊕ The members gave a brief introduction of who they are and where they represent.

⊕ A couple of the IAC members have held classes this fall such as:

- Herb Jessen
- Sam Grubbs
- Mikel Edwards
- Jim Gleiter

⊙ **IAC Member Roundtable and Communications with Regional Instructors (15 minutes)**

⊕ Has anyone been in communication with their HEI and have information to report?

- Sam sent an email to all the region 1 instructors.
  - He had an instructor ask if there was going to be an in-person IST next year.
    - Sam told the HEI that he was unsure if the in-person ISTs would happen in 2022 and WDFW staff agreed.
  - Sam talked to an instructor who thought the IAC was a class he could take, and Sam talked to him about what the IAC does and who the IAC is.
  - An instructor contacted Sam that he had not received his 20-year pin and Sam passed that up to Steve.
    - Aaron has taken care of this.
  - Sam also suggested we get an updated field coordinator list and contact information for the HEI to know who to contact.
    - Jen seconded sending a notice to the HEIs about who their regional field coordinator is and who to contact if they need some help.
      - Kris will send the information out to the HEIs in Policy Manual email.
    - Mikel suggested WDFW send the IAC contact info as well.
      - Kris will send the information out to the HEIs in Policy Manual email.
    - Sam also suggested we add some information on how to get into the HEI resources site.

- Kris will send the information out to the HEIs in Policy Manual email.
- Bob has been sending out any info from WDFW to the HEI and he has received a lot of invalid email notices. He also noted that if he sends less information or sends emails to less instructors the emails go through.

## ⊙ **WDFW Updates (30 minutes)**

### ⊕ Student manual update

- Kris contacted Kalkomey to inquire how the manual was going.
- The Kalkomey team did not have an ETA on when the manual might be done and ready for WDFW review.
- Once the Kalkomey team completes the manual, they will send it to WDFW for a final review.
- At that point, WDFW will ask the IAC to review the manual and report back.
  - This may happen at an IAC meeting or it may be between meetings based on student manual need and current 2016 manual inventory.
- As of October 6, WDFW has 950 student manuals on hand.
- WDFW may get an update in a couple weeks.
- Herb asked if we would have an updated PowerPoint to use for students.
  - Yes, we will have a new updated PowerPoint to present.
- Herb also asked if the animations of the actions would be included.
  - Kris and Amy will work with Kalkomey to get those animations added to the PowerPoint.

### ⊕ Student statistics

- As of the September 30, 11,316 students completed the online only course.
- WDFW restarted holding in-person classes on August 15, 2021.
- Since the in-person classes restarted, instructors have taught 19 traditional and 11 online classes as of September 30.
- Traditional courses certified 170 students as of September 30.
- Field skills evaluation courses have certified 55 students as of September 30.
- The total 2021 certifications as September 30 were 11,541.
- The no-show rate for the online class is 21.9 percent for 2021.
- The no-show rate for the traditional class is 16.7 percent for 2021.
- In 2020, the online only course certified 14,551 students from March through September.
- In-person classes added 1,519 students before COVID restrictions took effect.
- The total 2020 certifications January through September was 16,070.
- The 2021 student certifications are 71.8 percent of the 2020 certifications for the same timeframe.

- In 2019, 8,106 students were certified during the same January through September time frame.
  - The 2019 numbers are 50 percent below the 2020 numbers and 70 percent of the 2021 certification numbers.
  - Jim asked if WDFW could track the license sales of these new hunters.
    - Yes, we can query the license system for those folks and track license sales.
  - Bob asked to get the statistics before the meeting so the members can ask questions based on those numbers.
    - Kris committed to getting statistics to the IAC members before the meetings.
  - Rich asked about the R3 plan and what the direction is moving forward.
    - Amy has been given some other duties regarding R3 and diversity/inclusion information and will keep the IAC posted.
- ⊕ Instructors & Instructor Applicants
- There have only been two certifications in region 6 due to COVID restrictions.
  - Kris was unsure of how many instructor applications WDFW has received during COVID, but the field coordinators are keeping in touch with their applicants and trying to keep them engaged.
  - Amy suggested that the IAC encourage communication from HEIs back to the department when they move out of state or decide they are not going to teach anymore.
- ⊕ Brief Regional Field Coordinator Updates
- Aaron Garcia – Region 3 Field Coordinator
    - Aaron will schedule PST's as soon as possible in regions 1, 2, and 3 and will try to have multiple in each region to get the applicants certified.
    - A few classes have been held in region 1.
      - There was one instance where a student did not feel well during class and tested positive for COVID after class. The situation was handled correctly and well by the chief instructor and Jan.
    - A few classes have been held in region 2 with no issues.
    - In region 3 there are no classes on the books, but Aaron has been contacted by chief instructors that are looking to get started.
  - Steve Dazey – Region 4 Field Coordinator
    - Steve, Amy, Aaron, Bill, Bob Palmer, and Chuck Ray did a hunter education class for the civil air patrol.
    - Steve has also been attending classes to remind instructors about their paperwork for teaching as well as the optional vaccination verifications.
    - Steve has a class put on by tribal instructors coming up.
  - Amy Elliott – Region 5 Field Coordinator

- Amy worked on special field skills evaluations as well as helping folks find classes.
- She has been contacting her applicants and trying to keep them engaged.
- Region 5 has had some classes but there are not a lot going on.
- Amy was contacted by Centralia College about offering a hunter education class at the college moving forward.
- Bill Montgomery – Region 6 Field Coordinator
  - Region 6 has had six traditional classes with a total of 37 students.
  - The region also had two online classes with 11 students total.
  - One Instructor has held four traditional classes, one with two students, one with three students and one with four students.
  - The online classes were well registered but were mostly no shows, or the people showed up with their orange card because they were over the age of nine.
- After Bill's report and the no show rate his region 6 folks have seen, Herb mentioned the student deposits and that he uses and what he has seen.
  - This brought up a point of the policy manual and what the intent of the student deposits policy is and how it may be viewed during COVID.
  - Kris and staff will revisit the policy and help provide guidance on the policy moving forward during COVID times.

⊙ **WDFW Budget and Legislative Update (15 minutes)**

- ⊕ No budget or legislative updates of note currently.

⊙ **COVID update (15 minutes)**

- ⊕ There are no changes to the current protocols.
- ⊕ No changes to the class format are expected until at least next year, when we'll assess the all-online/VFD course relative to the COVID situation.
- ⊕ Instructors donated 932 hours of their time in September, which is impressive, and classes seem to be going ok.
- ⊕ A big thanks to all instructors who have taught.
- ⊕ We'd like to see more instructors participate in teaching if possible, but we recognize it's hunting season in addition to the COVID situation.
- ⊕ As Aaron noted earlier, there was one case of a student who felt ill during a class and later tested positive for COVID.
  - Since the protocols were followed the class did not have to close and WDFW was not alerted to any other students or instructors from that class testing positive for COVID.
- ⊕ Evan asked if there would be a way to allow folks to choose online and an in-person field skills day or the online course and the virtual field day for certification.

- We know there is less demand because of the all online class and not requiring the field skills evaluation for those students who are nine years old or older.
- Staff do not think the Kalkomey system can have the two options or that it would confuse students to have the two different programs.

⊙ **Instructor recruitment information for the pamphlet (30 minutes)**

- ⊕ Kris sent the IAC a draft recruitment notice for the 2022 big game hunting regulations pamphlet.
- ⊕ The IAC members were asked to provide suggestions and comments to the draft.
- ⊕ Randy Absolon emailed Kris stating, "Looks fine to me."
- ⊕ Mikel suggested that the information is fine but recommended adding an eye-catching picture to the information.
- ⊕ Rich stated that he liked Jen's edits to the information and also suggests adding an eye-catching picture.
- ⊕ Jim Sevier suggested a marketing flyer folks could post on bulletin boards.
  - Herb likes the idea of posting the marketing information to locations.
- ⊕ Evan Windom suggested having a YouTube video marketing to recruit hunter education instructors.
- ⊕ Amy suggested removing the information about getting special hunting opportunities and manufacturing discounts because of possibly recruiting people for the wrong reasons.
  - Butch and Jen also agreed with Amy's point.
  - Larry agreed with Butch and Jen.
- ⊕ Jen asked if a broad recruitment approach would be a poor idea.
  - In her past positions she did not do broad advertising to recruit volunteers because the organization wanted to be pickier about which people they wanted to engage with.
- ⊕ Jen also asked if there was a need for a more stringent instructor certification process.
  - Butch identified that the process was more stringent in years past but has loosened in the past 10-15 years.
    - Applicants had more time required with the training staff and the applicants got more of a holistic view of the program and honed their teaching skills more.
  - Larry shared that his pre-service training in 1987 was going through the test and answering each question to become certified.
- ⊕ Sam thinks that we may want to hold status quo on the certification requirements.
  - He also feels that the inclusion of the HEI incentives is not necessarily a burden.
- ⊕ John identified that in the PST process we get to teach the instructors what we teach but leave the how to teach to the chief instructors and he thinks we might want to change the approach to teach the instructors how to teach.

- ⊕ Amy made a point that the HEI recruitment is like the R3 efforts of hunting and hopefully offsetting the ageing out folks with the recruitment of new HEI.
- ⊕ Mikel brought up the instructors motivations are key to retention because if they are motivated then they will most likely continue to teach.
- ⊕ Sam suggested the attrition of the instructors due to the pandemic needs to be learned from and develop a plan to keep HEI engaged should a work stoppage like this happen again.
- ⊕ WDFW staff will have an internal discussion about the pamphlet recruitment and report back at the next meeting.

⊙ **Adjourn**