



Eastern PA Coalition for Abandoned Mine Reclamation

Robert E. Hughes, *Executive Director*

101 South Main Street

Ashley, PA 18706

Phone: (570) 371-3523

E-mail: rhughes@epcamr.org

Website: www.epcamr.org

November 2017 Progress Report

Education & Outreach

- Sent *Senator Yudichak* a letter of opposition to SB 935 that would set a term limit on the Executive Director of the PA Fish & Boat Commission; The bill would threaten the independence of the PFBC and upset the normal process by which Commissioners decide when it is time for a change in leadership; More importantly, it would fail to address the underlying fiscal issues that plague the agency
- Followed up with *Ruth Roperti*-former PAEE President to discuss future coordination of the EE Capacity Leadership Team; Funding to pursue further efforts as a team is a sticking point; NAAEE has decided not to financially support the PAEE Affiliate in its new EPA funding round and has chosen other States to work with in 2017; Until PAEE secures a part-time position, it may not be possible to research, obtain approval to apply for and eventually secure additional funding opportunities to support EE Capacity more fully in 2018
- *Irina Zhorov*, a reporter with The Pulse, WHYY, Philadelphia, PA requested an interview with EPCAMR on the RECLAIM Act, abandoned mine reclamation, economic redevelopment, and AMD remediation; <https://why.org/segments/new-ideas-abandoned-mine-lands/>
- Provided *Ezra Thrush*, Watershed Advocate for PennFuture, with several points of discussion and ways to move forward on AMD related water quality issues that he can bring to the attention of legislators through the Choose Clean Water Coalition
- Coordinated with the EPCAMR Staff and the Luzerne Conservation District, several field trips to the Plainsville AMD Borehole location with the entire Plains-Solomon 6th grade class over several days (125 students) in November to teach them about AMD, water quality, AMD treatment, floodplain management, chemistry, flow, STEM careers, and wildlife habitat funded under a **PA DEP EE grant**; Requested a clean, high resolution image of the new PA DEP logo for use in future project signage
- Forwarded *Denise* an educational resource (<http://www.birdsleuth.org/pennington/>) from Cornell Lab of Ornithology, BirdSleuth K-12 on birds that she might want to consider creating a grant proposal that ties in songbird habitats of abandoned mine lands and waterfowl around waterways for area schools to participate in identifying and visiting

- *Chelsea Brandau*, Program Coordinator for the Pennsylvania Outdoor Corps, a program created through a partnership between the Student Conservation Association, PA DCNR and the PA Department of Labor and Industry reached out to EPCAMR; The program offers paid work experience, job training, and educational programming to youth and young adults in order to prepare them for a career in the conservation field; PA Outdoor Corps members work in a crew to complete conservation projects in local State Parks and Forests, such as trail building, habitat restoration, and park infrastructure maintenance; They are currently preparing for their 10-Month program for people ages 18-25, which will begin February 2018; The crews are based out of 9 program cities in PA, which are Philadelphia, Wilkes-Barre, Williamsport, Harrisburg, St. Mary's, Lewistown, Altoona, Uniontown, and Meadville; She was compiling a list of resources for education days for the crews in Wilkes-Barre and requested whether or not EPCAMR could provide some program content one day/month; EPCAMR agreed to have them reach out to us when the program begins; EPCAMR offered to promote the program in the region
- *Joe Sapienza*, Director of the newly released Centralia Documentary, featuring EPCAMR would like to have the Executive Director and Program Manager attend a February 3rd event in Harrisburg at a Museum to discuss our roles in the film and history with Centralia Borough related to our cleanups
- Created an account for EPCAMR on Cornell University's Environmental and Sustainable Sciences (ESS) Handshake (<https://cornell.joinhandshake.com/>) and provided a general Internship Activity Description document and description as well as provided a link to sign up to become an EPCAMR Volunteer; It allows for EPCAMR to pick and choose which colleges and universities that we want our documents to be forwarded to on their student pages related to internships and volunteer opportunities
- Sent a message to State Representative *Eddie Day Pashinski* to encourage him to vote positively on the *Quinn* and *Charlton* Amendment and to oppose the *Godshall* Amendment, both related to the Environmental Stewardship Fund
- EPCAMR Executive Director was interviewed by *Vincent Carbone*, Board Member of the PA Council of Professional Geologists (PCPG) for their quarterly newsletter to let other PGs around the State know what kind of innovative work we are doing across the Anthracite and Northern Bituminous Region and on the RECLAIM Act; <https://pcpg.wildapricot.org/resources/Documents/Newsletters/2017/Q4%20PCPG%202017.pdf>
- Forwarded the PA Joint Legislative Conservation Committee newsletter to Staff and encouraged them to sign up for it to get a handle on PA's environmental issues across the State that our legislature are dealing with daily
- Renewed EPCAMR's Forest Level membership with PAEE (www.paee.net) as a sponsor and was able to distribute 4 yearly memberships out to the EPCAMR Staff for **\$100**
- EPCAMR Executive Director was asked to be interviewed by *Alex Zidock*, Host of "Out in the Open" (www.outintheopen.com); Will be featured on the show about EPCAMR and involvement with PA Council of Trout Unlimited; Interview will be conducted at the Pocono Mountains Visitor's Center at Lake Wallenpaupack, Hawley, PA on December 12th; Reaches 170,000 households 5 days a week

- Forwarded information on The 2018 International Interdependence Hexagon Project (www.hexagonproject.org) and asked Abbie to promote it in our monthly newsletter to support the effort since EPCAMR is a part of it and in the process of completing an entire curriculum using iron oxide with Adjunct, Keystone College Art Education Teacher, *Beth Berkhauser* and Art Teacher *Melissa Cruise*, from W. Scranton High School; All materials are located here (https://drive.google.com/drive/folders/0B_Yx2Ett8308UnBBZFdXTFM0TVE)
- Set up an EPCAMR Exhibit and several AMD and Macro ID activities for the Wilkes-Barre Area School District's Dan Flood Elementary Family STEM Night where over **80** families attended with their children
- Completed an annual reporting form from the PA Fish & Boat Commission for our Fishing Loaner Tackle Program and submitted it
- Attended the Stanley Cooper Chapter of Trout Unlimited Board Meeting on November 7th to report on several projects

Technical Assistance

- Forwarded Mike two abstracts on various technical aspects of the Centralia Mine Fire for his review
- Provided *Lyw* with a copy of one of our monthly reports to show him how to complete his report for the Work Study Internship
- Assisted *Maureen Devine*, Elementary School teacher at Lake-Noxen Elementary with setting up her Trout in the Classroom Tank and provided her with technical resources and a manual to help her out; Provided her with a link to other resources as well as to *Dave Gittens*, Plains-Solomon 6th grade elementary teacher interested in participating in the program; <http://www.troutintheclassroom.org/>; Asked Dave to see if the students in his class could create a word cloud related to the activities learned at the Plainsville AMD Borehole when his class attended one of our tours in November
- Provided *Da Ying*, an EPCAMR Volunteer, who attended the Centralia Cleanup in late October with resources on Centralia; He's an artist-turned Master of Architecture student studying at Columbia University in NYC; He was researching Centralia for his thesis project; His project deals with proposing a potential future for the town; It's still in its early stages, but he found what EPCAMR said to be extremely helpful; His project will be very visual and he's interested in the mapping side of this phenomenon; EPCAMR offered to provide him with advice and consultation periodically, should he have questions as he prepares his thesis; There remains to be a lot more definitive mapping that needs to be completed for the Centralia Basin and EPCAMR is always searching for partnerships and funds to do it because the State will not pay for it; We need to secure private funds or research dollars or other foundation grants to accomplish that goal; We are capable of creating 3D Models of the basin, the mine pool level(s), the fire front based on either new temperature data or plotting the old temperature data to see where it was historically, as opposed to the crude methods of mapping it some 50 years ago; EPCAMR looks forward to establishing a more formal cooperative relationship with Columbia University on this project

- Provided resources on Centralia to *Dr. Mitch Cron*, University of Penn Professor at the request of *Dr. Chuck Cravotta*, USGS; Dr. Cron teaches a Geo-Environmental Science Field Monitoring course and is interested in having EPCAMR come out and use some of our field testing equipment around Centralia with his professional graduate level students on November 18th; EPCAMR Executive Director attended the field monitoring event with the students and showed them how to utilize the Solonist Water Level Tape and discussed work that needs to go on in the Centralia area in the future
- Provided *Christine Haldeman*, EPCAMR Board member with links to RI Lampus and Hedin Environmental for her to forward information to *Branden Witmer*, a student working on an Eagle Scout Project who would like to use iron oxide for a table he'd like to make for the Ian Palmer Education Pavillion, outside of Mary D, in Schuylkill County, PA; <http://www.lampus.com/> (Eco-TEK pavers) and <http://www.hedinenv.com/> ; EPCAMR has offered up a donation of iron oxide for the project once he comes up with a calculation of how much is needed
- Provided *Greg Gulick*, Ashley Borough Manager with a copy of the Lot 1 parcel boundary map of the Ashley Borough Park and it's approximate 3.247acres
- *Gabby* provided the Executive Director with a copy of her Excel File of the Vein Nomenclature for the Anthracite Region that Staff will be encouraged to utilize in the MSI Mine Map Program
- Provided *Gavin* and *Denise* with copies of two documents to serve as resources for when they write grants; One resource was on *Effective Citizen Engagement* and the other was on *Human Services/Community Health Service Project Ideas*; They are to be used when applying for foundation grants
- Provided *Alexander Criswell*, Wilkes University student, with a PA Fish & Boat Commission report that had a GIS map attached related to the Solomon Creek AMD Borehole for his research project
- Informed the EPCAMR Staff that we need to schedule a visit to the NCAC Office in Pittston to research grant and foundation opportunities either in December or early January over the Winter to seek out additional funding sources to support the organizational capacity of EPCAMR; <https://www.nepa-alliance.org/community-nonprofit/ncac/programs-services/>
- Submitted a Letter of Inquiry about EPCAMR's request to apply for a **2018 Dominion Foundation Environmental Education and Stewardship \$50,000** grant to: reach out to elementary schools and high schools within the Dominion service region of Northeastern and NorthCentral PA that overlap with our EPCAMR service region and community groups about environmental stewardship, abandoned mine reclamation, and watershed restoration; assess coldwater fisheries and wild trout streams through aquatic assessments of culverts for migratory passage and stream connectivity; and make recommendations for watershed improvements and stream restoration projects to improve the environment in the service region
- Uploaded NAACC Stream Culvert survey data forms with *Lyw* for culverts in the Abraham Creek Watershed

- Provided *Kaitlyn Gallow*, a Career Planning Presentation that the Executive Director had given to the ERM Alumni Society several months ago in State College, PA; She's a recent graduate of Keystone College in Environmental Resource Management; She requested the Executive Director's assistance in helping to guide her into her field of interest with some advice and EPCAMR was willing to provide her with volunteer opportunities, should she sign up to become a volunteer in 2018
- EPA is offering an EJSCREEN tutorial for interested applicants of the Environmental Justice Collaborative Problem-Solving (CPS) Cooperative Agreement Program; EJSCREEN is EPA's environmental justice tool for highlighting places that may have higher environmental burdens and vulnerable populations; The tool offers a variety of powerful data and mapping capabilities that enable users to access environmental and demographic information at high geographic resolution, across the entire country; The FY 2018 Environmental Justice Collaborative Problem-Solving Cooperative Agreement Program is currently accepting applications for funding proposals; EPA anticipates awarding 10 cooperative agreements (one in each of the ten EPA regions) of up to **\$120,000** each subject to availability of funds, the quality of proposals received, and other applicable considerations. Suggested that Denise look seriously into this program as one grant to pursue in the near future since we fall under the Clean Water Act statute; Environmental Justice Collaborative Problem-Solving Cooperative Agreement Program: <https://www.epa.gov/environmental-justice/environmental-justice-collaborative-problem-solving-cooperative-agreement-0#tab-2>

Project Coordination

- Provided *Dean Baker*, PA DEP BAMR with a Letter of Support received from *Andy Reilly*, Executive Director, of the Luzerne County Redevelopment Authority to put with our ***Swoyersville (PA2233)-Harry E. Bank Reclamation PA AML Pilot Project Proposal***; The Redevelopment Authority also offered the potential to apply for Redevelopment funds towards the project should it get funded and it adds another level of County coordination to the project; Provided information to *Ted Ritsick*, Constituent Outreach Specialist for Rep. *Aaron Kaufer's* Office about the PA AML Pilot funding, the Redevelopment Authority funding, ARC funding, and the Brownfields to Playfields Program through the PA DCNR; Requested assistance with following up with some of the youth sports organizations for additional letters of support; (<http://www.dcnr.pa.gov/Communities/Grants/Pages/default.aspx>); Provided *Hank Zielinski*, Fuels Manager for Northhampton Energy Services, LLC, one of our partners, with a copy of the working draft of the grant application to add additional details; Provided *Hank* with *Gene Breznay's* contact information as Borough Manager from Swoyersville Borough; The acreage for the proposed donation to Swoyersville Borough has increased to 7 acres from the 4 acres of recreational fields in the early proposal from Pagnotti Enterprises; EPCAMR Staff attended a pre-GFCC meeting at the Wilkes-Barre PA DEP BAMR Office and reported the outcomes of the meeting to the Executive Director on November 30th
- Met with *Gary Gronkowsi* and *Bob Kutra*, Nanticoke Conservation Club members, PA Fish & Boat Commission, and PA DCNR representatives at Frances Slocum State Park boat launch to discuss the locations of future fish habitat structures in the Lake that is within the Abraham Creek Watershed; Requested the number of fish habitat structures and cribs previously placed within the Lake to include in the ***Abraham Creek Coldwater Conservation Plan***

- Followed up with *Ben Lorson*, PA Fish & Boat Commission to see how the November 25th meeting went at the ***Solomon Creek Dam Removal and Trout Stream Habitat Improvement Project*** site while the EPCAMR Staff were at training at the California District Mining Office in Western PA
- Forwarded Mike AES, LLC **\$2500** Invoice from *Brad Domitrovitsch*, who has assisted us with the ***Mocanaqua Tunnel 3D Mine Pool Mapping Feasibility Project***; Directed him to send the Invoice along with EPCAMR's next request for reimbursement
- Received communication from *Mike Lower*, Skelly & Loy, Inc. that they had sent in a request for a Federal Section 404 Clean Water Act Pennsylvania State Programmatic General Permit (PASPGP-4) permit extension for the ***Hicks Creek Natural Stream Channel Design/Construction Project*** to the PA DEP; Informed *Mike* that EPCAMR will be making a trip up to Highland Manor to meet with the new Administrator *Jennifer Roberts* and the new management team for the facility to obtain approval to move forward with the project; Provided Highland Manor with a copy of the plans again and the Landowner Access Agreement; Talked with *Gregg Davis*, PA DEP BAMR Project Officer and informed him about the upcoming meeting and let him know that EPCAMR would be providing him with two updated quarterly progress reports later this month; Met with several management team members from Highland Manor and informed them of the project details and walked them out to the project area; They were going to consult with their attorney and get back to EPCAMR, but didn't foresee a problem with moving the project forward; They just don't have a lot of parking available on-site due to Staff parking, nurses, and family visitations for when we have the Bid Showing, however, they said we may be able to park on the grass
- Forwarded EPCAMR's Letter of Support for ***Ashely Borough's Community-wide US EPA Brownfields Assessment Grant*** to the Huber Breaker Preservation Society for them to prepare a similar letter of support; Tetra Tech, that helped put the application together that was received on November 14th
- Provided *Michelle Dunn*, Program Coordinator for Keep PA Beautiful with the statistics of the October ***4th Annual Centralia Cleanup*** upon her request; Applied for the ***Loaner Surveillance Camera Program*** through Keep PA Beautiful with the help of *Aaron Semasko*; Requested that the PA DCED sign off the *Permission to Enter Form* allowing several cameras to be placed discreetly in areas on property currently owned by the Commonwealth in Centralia at undisclosed locations to the public to catch illegal dumpers; No one from the State objected to the placement of the cameras; EPCAMR Executive Director followed up with the local magistrate judge office (*Craig Long*) in Catawissa, who was fully supportive of our efforts in Centralia
- Submitted a follow up request to Kingston Township, Dallas Borough, and Dallas Township, Luzerne County, PA, PEC NE Office, North Branch Land Trust, Stanley Cooper Chapter TU, PA Organization for Watersheds & Rivers (POWR), and State Representative *Karen Boback's* Office for Letters of Support for EPCAMR's application to conduct the ***Upper Toby Creek Coldwater Conservation Heritage Plan*** in the Wyoming Valley; Secured a Letter of Support from State Representative *Aaron Kaufer's* Office and several of the requested partners within the watershed

- Informed by *Aaron Clauser*, that EPCAMR was awarded a **\$49,500 NFWF Stormwater Technical Assistance Grant** that was applied for earlier in the Fall 2017 to assist the City of Wilkes-Barre with assessing and designing some culvert replacements; Plans are to implement in the 2018

Community Volunteer Coordination

- Followed up with *Matt Williams* to see if he was still interested in doing his Eagle Scout Project in the Spring of 2018 at the Ashley Borough Park; EPCAMR would like to have him construct a kiosk with a small roof that could be secured in the park for giving recreationalist and people who fish and utilize the park details on upcoming events like the Fishing Derby and other events that are usually led by the Ashley Children's Stocking Association; EPCAMR would donate iron oxide for the wood to stain it with a clear coat polyurethane over the pressure treated wood; EPCAMR also has some bird boxes that can be put up on several trees in the park to increase the wildlife habitat of the area along our trout habitat stream improvement and dam removal project; He'll be working on submitting his paperwork over the Winter
- *Conal Herron*, Nanticoke, PA signed up to become an EPCAMR Volunteer through our MailChimp database
- *Eva Piatek*, Conservation Voters of PA, Philadelphia, PA signed up to receive EPCAMR's newsletter and to become a future volunteer
- *Brian Moss*, Endicott, NY signed up to become an EPCAMR Volunteer and is interested in illegal dump site cleanups throughout the year; He has ties locally to Centralia
- Provided *Evan O'Neal*, student and Geology Club leader at Towson State University, MD, with EPCAMR's contact information for additional resources on Centralia
- *Kaitlyn Gallow*, Towanda, PA and recent Keystone College ERM and Geology degree graduate signed up to become an EPCAMR Volunteer

Conferences, Training, Tours, & Workshops

- Coordinated a Fall Anthracite Training Tour on November 29th and 30th for *Cassandra Krul*, an OSMRE/AmeriCorps with the Pittsburgh Office following the permission from her supervisor *Dave Hamilton*; Provided her with an agenda of the proposed tour route and a suggested hotel for her overnight stay at the EconoLodge, off Blackman Street, Wilkes-Barre; Informed *Abbie* and *Rachael* of her attendance and the rest of the Staff in case they wanted to come along for the tours
- Reviewed a Save the Date card for the **2019 NAAML P Conference** for review and suggested some edits to the PA AMR Conference logo; Mike forwarded *Eric Cavazza*, PA DEP BAMR high resolution images of the PA AMR Conference logo in several formats; Participated in a conference call on November 21st related to the NAAML P Conference

- Forwarded information on the **Economic Redevelopment Forum** on Brownfields in Pittsburgh, PA to EPCAMR's OSMRE/AmeriCorps Rachael and Abbie, who will be attending with other OSMRE AmeriCorps on December 5-7th; www.brownfields2017.org
- Received a link to the presentations from the **5th Annual Delaware River Watershed Forum** from *Emily Rinaldi*, PennFuture; <http://www.delriverwatershed.org/2017-forum/>
- Prepared a **\$5000** Letter of Request from the PA DEP to sponsor the **20th Annual PA AMR Conference** on June 20th and 21st, 2018 in State College, PA at the Ramada Inn Conference Center; www.treatminewater.com; Forwarded the Sponsorship Letter to *Anne Daymut*, WPCAMR for her to make it more general to a wider audience for us to use to solicit additional sponsors; *Anne* is also looking for additional ideas for our banquet dinner where we will highlight many different categories related to AMD; Reviewed the Lunch Plenary "*Reflections on Reclamation Conversation*" talking points put together by *Anne* with ideas from the Executive Director that will be facilitated during the Conference
- Coordinated with *Dennis Pennington*, American Institute of Professional Geologists (AIPG) PA Section, (<http://www.aipg.org/>) who would like to have EPCAMR and EC co-host their Annual Symposium in the Anthracite Region on March 3, 2018; Received approval to use the facility that weekend
- Submitted a Co-presentation with *Anne Daymut*-WPCAMR to the **Keystone Coldwater Conference** to present on SMCRA Efforts, PA AML Campaign, and the RECLAIM Act and the paper was accepted by PA Council of Trout Unlimited on February 23rd and 24th, 2018

EPCAMR Program Administration

- Reconciled EPCAMR's Checking Accounts and PA Invest Accounts; Completed bi-weekly Payroll Reporting and submitted to OneSource; Paid Health Care Premiums for EPCAMR Staff; Balanced EPCAMR Checking Register
- Completed July, August, September, and October 2017 EPCAMR Board and 319 Program Progress Reports and forwarded them to Mike for the website and to be submitted later to *Donna Carnahan-Wagner*, PA DEP 319 Program Officer, along with our Request for Reimbursement; Sent down the new 319 Signature pages signed by the EPCAMR President and Secretary
- Provided Mike with a copy of a draft Conflict of Interest Policy and Disclosure Form that the Executive Committee has requested that we revise and bring before the Board for a discussion at the November 2017 Meeting and eventual approval; *Bernie* provided EPCAMR with a copy of the Rail Trail Council's of NEPA for review and comparison
- Provided *Valerie Stewart*, Executive Assistant for Community Aid, Inc. with a copy of EPCAMR's W-9 and a link to our successful cleanup video; <https://vimeo.com/240243077>
- Provided *Gavin* and Mike a copy of the PA Budget update as it wrapped up in Harrisburg, PA from *Andrew Heath*, Executive Director, with the Growing Greener Coalition

- Forwarded EPCAMR's anticipated 2018 Monthly 941 EFT Reporting Requirements to the IRS from the IRS to OneSource, our Payroll Service
- Provided the EPCAMR Personnel Committee with all of the Staff Evaluations and the Executive Director self-evaluation for 2017 along with the recommended Merit Raise increases and Work Plans for Staff for 2018; Anticipating recommendations to be forthcoming from the November 15th Board Meeting; Discussed the GIS Technician position that we are looking to fill in 2018; Held personal evaluation review meetings with all Staff members prior to distributing the evaluations to the Personnel Committee; Discussed with *Rachael Grube*, our OSMRE/AmeriCorps, about the potential offer that will be forthcoming for the GIS Technician position and requested that she forward the Executive Director an updated resume
- *Mike* began looking at protective storage solutions for the MSI and EPCAMR data servers and storage needs; Suggested buying a 5-drive storage enclosure and a docking station; We discussed cataloguing TIFF images by the coalfields
- The National Fish and Wildlife Foundation reviewed our proposal for support of the project entitled "***The Wilkes Barre Area Aquatic Connectivity/Infrastructure Project Phase I***" and unfortunately couldn't offer support under the Central Appalachia Habitat Stewardship Program 2017 Funding Opportunity; Our region isn't located in their priority areas
- *Joe Sapienza*, joined the EPCAMR Board through his Cetone Films, LLC non-profit production company membership at **\$100**; Joe has some great ideas how to showcase EPCAMR to the world through video; Added him to the newly formed *Media/Outreach/Communications Committee* along with *John Welsh*, *Joe Simons*, and *Alana Mauger*, as well as *Abbie Keefe*, our Marketing/Media OSMRE/AmeriCorps; Forwarded all of them EPCAMR's Strategic Plan from 2011, our EPCAMR Marketing Plan, and our EPCAMR Staff Brainstorming document from 2016; EPCAMR is nearly complete with our Strategic Plan Update for 2017 with Board Input and will provide that to the Committee once completed and additional Board Members complete the survey; *John Welsh* agreed to be the Chair of the Committee and created a Google Document for everyone to work from
- Attended and convened the EPCAMR 4th Quarter Board Meeting on November 16th at EPCAMR
- PayPal informed EPCAMR that the first **\$500** in card payments that you accept in a 7-day period will go directly into our available balance; Additional card payments will be available in 30 days; EPCAMR can withdraw a payment as soon as it's in our available balance
- EPCAMR renewed the Friends of the Nescopeck domain through GoDaddy; www.friendsofthenescopeck.org
- Informed *Kyle Cundy*, GiveGab that the Basic Legacy Plan that EPCAMR had utilized for previous fundraising efforts will have a significant price increase on January 1st 2018; EPCAMR informed them that we will no longer be able to utilize the platform at the monthly rates they have increased the plan to and therefore would search for another platform; They said we can use the FREE Basic Plan with an increased platform fee of 7% plus credit card fees
- Picked up EPCAMR's 990s from Kovalchik & Kollar for 2016 that were filed and approved
- Assisted *Mike* with moving his office to the corner office to help with keeping the Network Server cooler and possibly prevent it from overheating and shutting down periodically since we don't have a temperature controlled environment for our data storage devices; *Denise* and *Gavin's* Office was relocated between the Program Manager and Executive Director's Office