

**HUNTER EDUCATION INSTRUCTOR ADVISORY COMMITTEE
MEETING AGENDA
August 19, 2023, 10:00 AM - 3:00 PM
CWU SURC Room 137A, Ellensburg**

IAC Members – Representing		WDFW Staff	Guests
Region 1	John Cushman	David Whipple Hunter Education Division Manager (virtual) Kris Thorson Hunter Education Division Specialist Steve Dazey Region 1 Hunter Education Field Coordinator Aaron Garcia Region 3 Hunter Education Field Coordinator Jackie McBride Region 4 Hunter Education Field Coordinator Diane Tilton Volunteer Program Manager	
	Yolanda Lanting (excused)		
Region 2	Wanda Chrisman		
	Bob Hunt		
	Eric Lauver		
Region 3	Randy Absolon		
	Sam Grubbs		
Region 4	Liz Crain (Virtual)		
	Mikel Edwards		
	Evan Windom		
Region 5	Herb Jessen (excused)		
	Jim Sevier		
Region 6	Jim Fitzgerald		
	Blayde Fry (excused)		
	Tani Iwashita		
HERO	Butch Buffaloe		
WHEIA	John Malek		

⊙ **Member Introductions (*Kris Thorson, 15 minutes*)**

- ⊕ Kris introduced Diane Tilton to the group, and she gave some brief information about her new job.
- ⊕ Then the members and staff all introduced themselves.
- ⊕ Kris thanked the members who were reappointed to another term on IAC with their appreciation plaques.

⊙ **IST Survey Results Discussion (*Kris Thorson, 25 minutes*)**

- ⊕ Kris emailed the survey results to the IAC on August 1 for their review.
- ⊕ The overall satisfaction rate from those attendees who took the survey was 4.39 out of 5.
- ⊕ The range day event had a satisfaction rating of only 3.69.
- ⊕ The presentations were rated at 4.16 with the State of Hunter Ed and the Non-Lead Partnership being the two presentations that attendees thought were the most valuable.
- ⊕ Overwhelmingly the presentation that attendees felt was least valuable was the Cultural Awareness presentation with the Bowhunter Ed presentation being the second least valuable.
- ⊕ There were some good ideas for future IST presentations.
- ⊕ Kris then asked the IAC membership what they gleaned from the survey results.
- ⊕ Liz liked some of the other comments about future presentations on ADHD and keeping students engaged in the classroom.
- ⊕ Mikel's general impression was that the information was very useful, especially snag habitat.
- ⊕ Jim Fitzgerald suggested a first aid training course for a future IST.
- ⊕ Liz asked if there were counts of the folks who stayed for day 2 to see if that changed the most valuable presentations.
 - Kris thinks that Jan may have numbers on this, but he will have to check.
- ⊕ Liz also suggested WDFW start to offer a Wilderness First Aid classes for instructors.

⊙ **Traditional Test Discussion (*Kris Thorson, 30 minutes*)**

- ⊕ Steve asked Kris to put this topic on the agenda.
- ⊕ It seems that there are some questions that are being missed frequently.
- ⊕ The questions identified were 45, 48, 53, and 75.
- ⊕ At a recent staff meeting it was also identified that question 55 was being misunderstood.
- ⊕ Kris projected the questions students were having issues with on the screen.
- ⊕ Wanda shared that her team tells the students the (subject/question) is on the test and highlights the information when teaching the students.
- ⊕ Wanda also has her student manual highlighted with all of the information that is covered on the test so she and her instructors can ensure they cover the material effectively enough that the students will retain the information.
- ⊕ It was suggested to send an email to the instructors with a note to inform students to slow down and read the questions carefully before answering.
- ⊕ Steve suggested an errata sheet to instructors with questions that seem to be giving students problems on the test.

- ⊕ John thinks that question 75 may need to be updated as it talks about odds, not facts.
- ⊕ John also thinks the instructors may need to review the way they are teaching the students to ensure they cover the questions their students are missing more often.
- ⊕ Liz suggested removing True/False questions on the next iteration of the test.
- ⊕ Tani tracks his students test answers, so he knows which are posing a problem to their students, and then he modifies his future class notes to cover those questions more effectively.
- ⊕ The best way to help students understand the answers to these questions without reprinting the test is to have instructors present the information with more emphasis.
- ⊕ WDFW and the IAC can review the test and make updates to the questions at future meetings.
- ⊕ Deliverables for this item are Errata for all instructors especially the chiefs, IST topic in spring 2024, future updates for future tests.
- ⊙ **Questions on the WDFW Update Email (*Kris Thorson, 5 minutes*)**
 - ⊕ Does anyone have any questions on the WDFW email that was sent on August 11?
 - ⊕ No questions on the update email.
- ⊙ **Lunch (45 minutes)**
 - ⊕ Evan presented on how to send emails to instructors from Microsoft Word over lunch.
- ⊙ **IAC Member Roundtable and Communications with Regional Instructors (*Kris Thorson, 15 minutes*)**
 - ⊕ Instructor feedback to IAC re: news/issues/concerns related to teaching, COVID SOP, all-online course, minimum age, etc.
 - ⊕ Evan heard a comment from an instructor about the post hunt clinic and shared that with the group.
 - ⊕ John had a comment from an educator in Walla Walla that firearms safety was spread out in the new manual, and it was taking this instructor more than 4 hours to cover the information that they used to cover in 1.5 hours.
 - ⊕ Butch had some instructors from his team go to Walla Walla to help with another class.
- ⊙ **National Hunting and Fishing Day (NHFD) Update (*Kris Thorson and Steve Dazey, 15 minutes*)**
 - ⊕ Steve gave an overview of NHFD and the past WDFW events.
 - ⊕ National Hunting and Fishing Day or NHFD was unanimously authorized by congress as the fourth Saturday in September.
 - ⊕ The day was first proclaimed by President Nixon on May 2, 1976.
 - ⊕ Kris and Steve have been working with Staci Lehman in the communications division on planning NHFD.
 - ⊕ The event will be at Camp Cowles in Newport on September 30.
 - ⊕ Currently there are 25 confirmed groups coming to the celebration.

- ⊕ There will be grab bags for the first 500 attendees that will have eye protection, hearing protection, an orange safety vest, a WDFW tape measure, and a WHEIA safety bandana.
 - ⊕ Some of the events that the attendees can do is catch and keep a fish, NWTF mock hunt, Kalispel tribal display, fly tying and casting, casting station, as well as WDFW .22, 20-gauge, air rifle, and archery ranges.
 - ⊕ Kris and Steve had a participant question and answer presentation with some of the NGOs coming to the event.
 - ⊕ Those that attended got a good history of the event and now know more about the site and what is feasible at the event.
 - ⊕ During the meeting, a couple of the NGOs asked some questions that Steve and I had not considered previously.
 - ⊕ As of August 18, there are 121 attendees preregistered.
- ⊙ **Recruit and Retain Instructors in Smaller Counties (*Bob Hunt, John Cushman, and Butch Buffaloe, 45 minutes*)**
- ⊕ Bob, John, and Butch met back in April to discuss this workplan item.
 - ⊕ They found that smaller counties, from a population standpoint, are more limited on the number of potential instructors.
 - ⊕ The lower density in the county also is a challenge with having hunter education instructors having multiple instructors in a specific area to create a teaching team.
 - ⊕ Communication links to prospective instructors can also be challenging in these counties because of the lack of good communication paths.
 - ⊕ Some ideas identified by the team are:
 - Sell the idea to current students and parents/grandparents.
 - Market at sporting goods stores, hardware stores, local ranges, and community bulletin boards.
 - Recruit other hunters you meet in the field.
 - Recruit schoolteachers and administrators, pastors, and possibly church members.
 - ⊕ The group noted that retention is a large part of the challenge but sometimes life happens, instructors move, or the instructor gets frustrated with a change in policy or procedures.
 - ⊕ To help counter the policy and procedure issue, the group suggested the chief remind the instructor that this is the only opportunity to get this training in a rural, underserved area and that is why we instruct.
- ⊙ **Online PowerPoint Update (*Kris Thorson and Liz Crain, 30 minutes*)**
- ⊕ Liz did a review of the online PPT to help streamline the review portion of class.
 - ⊕ She sent the draft to WDFW staff for review.
 - ⊕ The draft PPT was sent to the IAC on August 1 with the other meeting materials.
 - ⊕ Sam suggested to add the information into the PPT that non-citizens who are not a resident of the US they need a permit to be able to handle firearms.
 - Kris and staff will research this to determine if it is needed and if so, what information may be needed to relay to the students.

- ⊕ Liz suggested that the information on non-resident aliens handling firearms should be added into the registration information instead of the slides.
 - ⊕ John suggested that the notes need to be updated a little.
 - ⊕ Kris will work with Liz on updating the notes and the draft will be sent to the IAC for approval in December.
- ⊙ **Discussion on Field Skills Evaluations for Virtually Certified Students (*David Whipple, 25 minutes*)**
- ⊕ There has been some discussion internally about offering certified students with an optional field skills evaluation style class.
 - ⊕ This would give the students who are already certified with in-person instruction on firearms handling and field skills.
 - ⊕ We had roughly 60,000 students complete the virtual course from March 2020 to June 2023.
 - ⊕ There are a lot of students who registered for the virtual course but haven't completed it that would also add to those 60,000 certified students.
 - ⊕ Due to issues associated with including certified virtual students in existing field skills evaluations, unknown ability to meet normal public demand plus optional field skills evaluations, etc., the department is going to look into digital continuing education videos to help increase the knowledge base of virtually certified students.
- ⊙ **Discussion on CHEI calling parents with students under eight years old (*David Whipple, 25 minutes*)**
- ⊕ This idea came out of discussion with the director's office.
 - ⊕ Currently, some instructors do call younger student's parents to talk about the difficulty of the class.
 - ⊕ Dave asked for feedback on having instructors contact the younger student's parents.
 - ⊕ Evan suggested that Kalkomey could possibly add this as a pop up or an email about how the course is structured and the difficulty of the class.
 - ⊕ Dave will check with Kalkomey to see if this is something they can accomplish outside of asking the instructors to contact the student's parents.
 - ⊕ John used to contact students who were under 10 and spent 30 minutes or more on the phone with the parents to talk about the class expectations etc. which would take up a lot of his day.
 - ⊕ Steve suggested that for those instructors who wanted to talk to the parents of students under eight years old or younger, that we have a suggested script that the instructor can use to talk to the student's parents.
- ⊙ **Discussion on expanding the Field Skills Evaluation Quiz (*David Whipple, 25 minutes*)**
- ⊕ Dave talked with the director's office about the current quiz after putting this item on the agenda.
 - ⊕ The director's office, after getting more information from Dave, have decided that the quiz does not need to be expanded.
- ⊙ Dave took advantage of the remaining meeting time to discuss many elements of the August 10, 2023 email to all instructors, which described a number of very critical safety and behavior issues that recently occurred. Dave stressed the importance of these

occurrences, particularly making sure to only use factory or WDFW certified inert ammunition in the classroom. He asked IAC members to please help WDFW reach instructors in the regions they represent to make sure instructors know about, read, and follow directions in the email. The content of that email is also posted to the [instructor website](#).

⦿ **Adjourn**