

## Planning Workgroup for Root River One Watershed One Plan

Wednesday, January 21, 2015, 1:00 PM

Fillmore County Office Building, Rm 108, 902 Houston Street, NW, Preston

### MINUTES

In attendance: Donna Rasmussen (Fillmore SWCD), Justin Hanson (Mower SWCD), Skip Langer (Olmsted SWCD), Adam King (Dodge SWCD), Janice Messner (Root River SWCD), Sheila Harms (Winona County), Steve Lawler (BWSR), Bree Maki (Winona SWCD), Daryl Buck (Winona SWCD), Jennifer Ronnenberg (Fillmore SWCD)

1. Facilitator for the Day, Skip Langer, Olmsted SWCD, called the meeting to order.
2. Review items from the Policy Committee meeting
  - a. Are there follow-up items or topics that we need to address?
    - Fact sheets and power point presentations should be sent to the Policy Committee members who couldn't make today's meeting.
    - Outreach/media announcements for the Kick off meeting should go to the Local Water Management Committees. Each county can send information to its own media connections. One standard press release will be developed; BWSR staff have offered to assist. Also send this to local contacts for ag and conservation groups.
    - Lay out the purpose of the Kick-off meeting (from statute). Provide a plan outline, list of resource issues, maps, and commonalities in the county plans. Presentations could be videoed and posted on our websites. Be sure the Policy Committee is in the forefront, not just the consultant. Provide a fact sheet of what One Watershed, One Plan is and is not (not regulatory, not a watershed district, not a new layer of government, no new taxes to develop the plan). The outcome of the meeting is to understand fears and concerns of those who attend and to address those in the planning process. A survey through Survey Monkey is suggested; maybe Houston (HEI) can set it up with guidance from the Planning Workgroup (PWG). Website is needed; Winona and Fillmore may have space; Steve will check on opportunities through BWSR.
    - Can maps of different scales be made? There should be watershed scale maps and possibly county scale, zoomed-in maps for each of the staff to use to assist with conversations/discussions with visitors. What type of information should be on each map set?
    - Follow up to the Kick off at other events, such as Earth Day.
    - The idea of an open house format of 2-3 hours is supported with 10-20 minute presentations on the hour with background information for those who are coming and going. Each county could have a station in the room with local staff to answer questions.
    - Make available BWSR's Guiding Principles for 1W1P.
    - Determine what we need from HEI. PWG hold a meeting with HEI the first or second week in February to get started on the planning.
3. Update from meeting with Houston Engineering Inc. on December 30<sup>th</sup> (Donna, Jennifer and Skip)
  - a. Planning start-up items to begin discussing for HEI (see above)

- b. PTM app and how it will be used in the planning process: They will be running tests of the app; if we can get actual data to them for testing, we could get some real results to use for our plan.
  - c. PTM app training opportunities
    - i. Training sessions starting on Feb 17<sup>th</sup> will be available. Funds were put into the grant budget to send staff to the training sessions. The Budget was approved for staff to attend. This provides additional analysis opportunities by staff. Two staff are budgeted to attend four sessions on the PTMapp concept (Feb. 17, March 3, March 24, April 7). Justin and Jennifer are interested. Four staff are budgeted to attend four application sessions (dates TBD). Justin, Skip, and Daryl are interested.
4. Calendars and schedules for the next 3-6 months for the planning workgroup
- a. Can we plan out our meetings in advance? We will try to coordinate as many meetings as possible with the Policy Committee meetings. HEI would like a subgroup of the PWG as an Operations Team (aka the A-Team) for day-to-day decisions. Bree, Jennifer, Donna and Justin will serve in this role.
5. Next meeting, facilitator(s), agenda items
- a. Advisory Committee list should be compiled and approved by the Policy Committee in February. The PWG will meet the afternoon after the Policy Committee meeting with a working lunch (pizza from Casey's). The finalized meeting date for the next Policy Committee meeting is Monday, March 2<sup>nd</sup> at 9:00 am
  - b. Tentative date for the next PWG meeting is set for Tuesday, Feb. 10<sup>th</sup> at 1 p.m. to plan the kick off meeting. Find out what technical information and data HEI will need. Adam will facilitate. Skip will bring awesome treats. The finalized meeting date is Friday, February 13<sup>th</sup> at 9:00 am.

Meeting adjourned at 2:35 p.m.