

Sauk River One Watershed, One Plan	Policy Committee Mtg. Meeting #5	Date: August 23, 2018
		Time: 9:00 AM
		Location: Business Center, MN National Bank, Sauk Centre, MN

Facilitator:

Note taker:

Invitees:	Policy Committee	Ken Rutten, Jerry Rapp, Cody Rogahn, Gary Reents, Randy Neumann, Tom Williamson, Steve Notch, Chuck Uphoff, Tyler Carlson
	Steering Committee	Dave Rush, Jerry Haggemiller, Danielle Anderson, Ralph Hanson, Holly Kovarik, Lisa Vollbrecht, Scott Henderson, Dennis Fuchs, Cole Loewen, Becky Schlorf, Tim Stieber, Joe Norman, Jason Weinerman, Brad Wozney,
	Consultant	Julie Blackburn
Pre-work:	Review Work Plan (Version 1.4), RESPEC Contract and Budget, BWSR Grant Application Budget	
Please bring:	Work Plan (Version 1.4), RESPEC Contract and Budget, BWSR Grant Application Budget, Plan Development Timeline	

Agenda Items

Topic	Purpose	Lead	Time allotted
✓ Introductions, review meeting purpose & agenda ✓ Assign note taker and facilitator for the day	INFO/DECIDE		2 min.
✓ Approval of Minutes and recap from Policy Committee (PC) Meeting #4	INFO	CHAIR	8 min.
✓ Contract and budget from RESPEC <ul style="list-style-type: none"> Contract will be signed contingent on BWSR approving the Work Plan. (see item below) 	ACTION	CHAIR	
✓ Discussion of Work Plan (Version 1.4) and budget	ACTION	CHAIR	20 min.
✓ Committee Governance and procedures (discussion lead by Julie Blackburn)	ACTION	CHAIR	105 min.
✓ Advisory Committee Attendees/Invitees	ACTION	CHAIR	15 min.
✓ Schedule next meeting, contract with consulting firm	DECIDE	CHAIR	5 min.

Policy Committee Ground Rules

- We will start / end on time
- Members will complete pre-work, read materials, and be prepared to meet
- Note-taker is to capture highlights of the discussion and decisions made, but not detailed minutes
- We will be respectful and promote open communication
- We will identify clear deadlines for when tasks are assigned to members and strive to meet them (both in developing materials and responding/providing feedback)