

<b>Sauk River One Watershed, One Plan</b>	<b>Policy Committee</b> Meeting #9	<b>Date:</b> October 7, 2019
		<b>Time:</b> 1pm-4pm
		<b>Location:</b> Sauk Centre City Hall, Sauk Centre, MN

**Facilitator:** Julie Blackburn **Note taker:** TBD

Policy Committee Ken Rutten, Jerry Rapp, Cody Rogahn, Gary Reents, Randy Neumann, Tom Williamson, Steve Notch, Chuck Uphoff, Tyler Carlson

**Invitees:** BWSR Jason Weirnerman, Brad Wozney

Consultant / Other Julie Blackburn, Sarah Jo Boser

**Objectives:**

- Review and obtain concurrence with the draft issue statements and goals developed by the Advisory Committee.
- Begin to identify key elements for the decision-making framework for implementing the 1W1P.

**Pre-work:**

- Review notes from last meeting, draft agenda, and supporting materials.
- Review the Red River Management Board Project Team handbook for ideas to consider: [http://rrwmb.org/Project\\_Team\\_Handbook/Project\\_Team\\_Handbook.pdf](http://rrwmb.org/Project_Team_Handbook/Project_Team_Handbook.pdf)
- Please come prepared to actively engage on the agenda topics.

**Please bring:** 3 ring binder, agenda and supplemental information

## Agenda Items

Topic	Purpose	Lead	Time allotted
<ul style="list-style-type: none"> <li>✓ Introductions, review meeting purpose &amp; agenda</li> <li>✓ Assign note taker</li> </ul>	INFORMATION	CHAIR	10 min.
<ul style="list-style-type: none"> <li>✓ Check in on Advisory Committee recommendations coming forward               <ul style="list-style-type: none"> <li>○ Presentation of reorganized issue statements and associated goals</li> <li>○ Establishing concurrence on further development</li> </ul> </li> </ul>	INFORMATION/ DISCUSSION/ CONSENSUS	Julie Blackburn	30 min.
<ul style="list-style-type: none"> <li>✓ Status of the plan development</li> </ul>	INFORMATION	Julie Blackburn	15 min.
<ul style="list-style-type: none"> <li>✓ Project Planning Framework               <ul style="list-style-type: none"> <li>○ Review of LGU roles and responsibilities</li> <li>○ Alignment of LGU roles and responsibilities with the components of the 1W1P</li> <li>○ Establishing principles for the decision-making framework</li> <li>○ Identifying the various processes may be used to facilitate project planning</li> </ul> </li> </ul>	INFORMATION  BRAINSTORMING/ GROUP DISCUSSION	Julie Blackburn	110 min.
<ul style="list-style-type: none"> <li>✓ Schedule Next Meeting(s)</li> </ul>	Decision	Chair	10 min.

### Process Norms

- Follow Robert's Rules of Order
- Everyone will contribute to the conversation
- Strive for consensus and support the final outcomes/decisions

- Decisions will be based in sound science
- All voices count. All opinions are valid, but offer reasoning behind your thinking
- Ask clarifying questions to seek further understanding
- Note-taker is to capture highlights of the discussion and decisions made, but not detailed minutes

### **Preparation Norms**

- Meetings will start / end on time
- Members will complete pre-work, read materials, and be prepared to meet
- Request additional information prior to meeting if necessary
- Clear deadlines for assigned tasks to members will be determined; strive to meet them (both in developing materials and responding/providing feedback)

### **Communication Norms**

- Be respectful and promote open communication
- Listen to understand
- Respect each other's opinions
- Stay on topic and pay attention
- Silence phones and exercise proper meeting decorum