

<b>Sauk River One Watershed, One Plan</b>	<b>Policy Committee</b> Meeting #8	<b>Date:</b> August 7, 2019
		<b>Time:</b> 9:00 am – 12:00 pm
		<b>Location:</b> Sauk Centre City Hall, Sauk Centre, MN

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

<b>Invitees:</b>	Policy Committee	Ken Rutten, Jerry Rapp, Cody Rogahn, Gary Reents, Randy Neumann, Tom Williamson, Steve Notch, Chuck Uphoff, Tyler Carlson
	BWSR	Tara Ostendorf, Jason Weirnerman, Brad Wozney
	Consultant / Other	Julie Blackburn, Holly Kovarik, Dennis Fuchs, Cole Loewen, Ralph Hanson, Danielle Anderson, Scott Henderson

**Objectives:**

- Obtain an understanding of the status of plan development and the timeline going forward.
- Develop an understanding of potential decision making -framework and determine next steps for developing a decision making framework for the plan.

**Pre-work:** Review notes from last meeting, draft agenda, and supporting materials. Please come prepared to actively engage on the agenda topics.

**Please bring:** 3 ring binder, agenda and supplemental information (norms and vision statement)

## 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	2 min.
<ul style="list-style-type: none"> <li>✓ Grant status <ul style="list-style-type: none"> <li>○ Budget update</li> <li>○ Grant Extension</li> <li>○ Public Hearing Status</li> </ul> </li> </ul>	DECISION	Scott Henderson	10 min.
<ul style="list-style-type: none"> <li>✓ Update on 1W1P plan development and the work of the Advisory Committee <ul style="list-style-type: none"> <li>○ Refresher on process</li> <li>○ Status of the plan development</li> <li>○ Update on issue statements</li> </ul> </li> </ul>	INFORMATION/ DISCUSSION	Julie Blackburn	30 min.
<ul style="list-style-type: none"> <li>✓ Project Planning Framework Case Study <ul style="list-style-type: none"> <li>○ Red River Basin Project Teams</li> <li>○ 1W1P required content regarding administration and decision making</li> <li>○ Next steps to outlining decision making framework</li> </ul> </li> </ul>	INFORMATION  BRAINSTORMING/ GROUP DISCUSSION	Tara Ostendorf and Julie Blackburn	70 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