

<b>Sauk River</b> <b>One Watershed, One Plan</b>	<b>Policy Committee</b>  Meeting #11	<b>Date:</b> January 10, 2020
		<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

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

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

Consultant / Other Julie Blackburn, Sarah Jo Boser

- Objectives:**
- Update on plan development progress.
  - Continue to identify details of the organizational structure for implementing the 1W1P, once approved.
  - Further develop capital improvement project development framework.

- Pre-work:**
- Review notes from last meeting, draft agenda, and supporting materials:
    - ABCs\_Of\_JPEs\_Joint\_Powers\_Analysis\_and\_Worksheet\_12-2018
    - 1W1P Organizational Arrangement Options
  - 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> <li>✓ Review minutes from November 22, 2019 meeting</li> </ul>	INFORMATION	CHAIR	10 min.
<ul style="list-style-type: none"> <li>✓ Report on progress developing the 1W1P implementation table and plan document</li> </ul>	INFORMATION/ DISCUSSION	Julie Blackburn	30 min.
<ul style="list-style-type: none"> <li>✓ Key elements in the plan that call for increased inter-governmental coordination</li> </ul>	PRESENTATION/ DISCUSSION	Julie Blackburn	30 min.
<ul style="list-style-type: none"> <li>✓ Comprehensive Watershed Management Plan Implementation Framework           <ul style="list-style-type: none"> <li>○ Facilitated discussion regarding feedback on implementation plan framework from partner boards.</li> <li>○ Outline next level of details of the organizational structure based on feedback obtained.</li> </ul> </li> </ul>	INFORMATION  WORKSHOP DISCUSSION  DECISION	Julie Blackburn	60 min.
<ul style="list-style-type: none"> <li>✓ Capital Improvement Project Planning Framework           <ul style="list-style-type: none"> <li>○ Review of draft project team framework for Capital Improvement Projects based on the results of the October 7, 2019 Policy Committee's discussion</li> <li>○ Discussion on key metrics and targets for project evaluation</li> </ul> </li> </ul>	INFORMATION  BRAINSTORMING DISCUSSION	Julie Blackburn	45 min.

○ Discussion on how to integrate the framework into the plan.			
✓ <b>Schedule Next Meeting(s)</b>	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