

<b>Sauk River</b> <b>One Watershed, One Plan</b>	<b>Policy Committee</b> Meeting #12	Date: February 21, 2020
		Time: 9:00 am – 12:00 pm
		Location: 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:**

- Update on plan development progress.
- Obtain clarify on the options for the organizational structure for implementing the 1W1P, once approved.

**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
✓ Introductions, review meeting purpose & agenda ✓ Assign note taker ✓ Review minutes from January 10, 2020 meeting	INFORMATION	CHAIR	10 min.
✓ RESPEC change order request	DECISION	Julie Blackburn	15 min.
✓ Report on progress developing the 1W1P implementation table and plan document	INFORMATION/ DISCUSSION	Julie Blackburn	30 min.
✓ Organizational Structure Options <ul style="list-style-type: none"> <li>○ Jen Wolf, MCIT</li> </ul>	PRESENTATION, Q&A	Jen Wolf, MCIT	60-90 min.
✓ Framework Development – Updates/Changes?	DISCUSSION, Potential Decision	Julie Blackburn	30 min.
✓ Schedule Next Meeting(s)	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