

<b>Sauk River</b> <b>One Watershed, One Plan</b>	<b>Policy Committee</b> Meeting #19	Date: September 20 <sup>th</sup> , 2021
		Time: 9am-11am
		Location: SRWD Office 642 Lincoln Road Sauk Centre, MN 56378

**Facilitator:** Sarah Boser, Plan Coordinator; Cole Loewen, Fiscal Agent      **Note taker:** Sarah Boser

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

**Invitees:** BWSR

Consultant /  
Other

**Objectives:**

- Next Steps
- Review Bylaws

**Pre-work:**

- Review draft Bylaws and Joint Powers Collaborative Agreement, bring comments and questions

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

## Agenda Items

Topic	Lead	Time allotted
1) Review and Approve Minutes and Agenda	President Uphoff	5 min.
2) Sauk River CWMP has been approved as of August 26 <sup>th</sup> , 2021 a) Partners have until December 24 <sup>th</sup> , 2021 to adopt the plan b) Partners may also bring the Joint Powers Collaborative Agreement to their Boards at the same time	Sarah	20 min.
3) Review Bylaws	Sarah	45 min.
4) Review Joint Powers Collaborative Agreement	Cole	30 min.
5) Advisory Committee Update a) Work plan prep b) Policy and Procedure Documents	Sarah	5 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