

Lower Minnesota River West One Watershed, One Plan	Steering Team Meeting #5 – Post Meeting Notes	Date: 4/9/2020
		Time: 10:30 AM to 11:30 AM
		Location: GoToMeeting Online Meeting Room

Facilitator: Joel Wurscher

Note taker: Jack Bushman

Attendees: **LGU Lead staff:** Amy Clyde, Allen Kerber, Blake Honetschlager, Coleton Draeger, Jack Bushman, Kevin Ostermann, Marilee Peterson, Mark Telecky, Ryan Freitag
BWSR Staff: Jenny Mocol-Johnson, Mark Hiles

Pre-work: Talk with Policy Committee members about remote meeting capabilities, review RFQ, install GoToMeeting

Please bring: *One Watershed, One Plan Binder*

Post Meeting Notes:

1. Meeting Logistics, Ice Breaker, Agenda Review
 - a. Would you rather live on the moon or in the ocean?
2. Policy Committee
 - a. A discussion was held on Minnesota Open Meeting Law during a health pandemic.
 - i. Minnesota Statutes, section 13D.015 and 13D.021
 - ii. Minnesota Data Practices Office YouTube video
<https://www.youtube.com/watch?v=3wvO2dZgPlg&feature=youtu.be>
 - b. A discussion was held on the logistics and effectiveness of holding a policy committee meeting via a remote meeting platform.
 - i. A representative from each entity was asked about their policy committee members capability to use remote meeting platforms to hold policy committee meetings. Each entity was also asked about their feelings as to whether this would be effective.
 - ii. Most entities felt that this would be possible, however since this is the first policy committee meeting, it would be tough to organize the content and select officers without being in the same room.
 - iii. The group decided to schedule the policy committee meeting **for June 4th, 2020 at 1:30 PM** in the Sibley County Commissioners Board Room. The room has been reserved for the first Thursday of the month for policy committee meetings through October 2020.
3. BWSR Update
 - a. Jennifer Mocol-Johnson (BWSR Board Conservationist) gave an update.
 - i. The planning grant has been executed. Marilee Peterson (Sibley County) informed the group that the pre note for delivery of 50% of the funds has been received.
 - ii. An interagency check in call was held by BWSR to communicate with other state agencies about the Lower Minnesota West 1W1P.
 1. Several agencies had questions about the modified planning boundary.
 2. Agency staff is ready to assist the planning effort when called upon.
4. Request for Qualifications
 - a. A draft of the RFQ is on the OneDrive. Comments are due 4/17/2020.
 - b. The need for a logo for the planning group was discussed.
 - c. A discussion was held around modifying the RFQ timeline and incorporating social distancing measures into the RFQ due to the COVID-19 health pandemic.

5. Schedule Next Meeting

- a. The next steering team meeting will be held on **May 7th at 10:30 AM**. Unless otherwise noted, this meeting will be held via GoToMeeting.

Post-Meeting Assignments:

- Review the draft RFQ. Make comments by 4/17/2020.
- Brainstorm logo ideas. Have any ideas ready for next steering team meeting.

Steering Team Ground Rules:

- We will start / end on time
- Members will complete pre-work, read materials, and be prepared to meet
- Note-taker is to capture highlights of the discussion and decisions made, but not detailed minutes
- We will be respectful and promote open communication
- We will operate on consensus – seek general agreements all can “live with.”
- We will identify clear deadlines for when tasks are assigned to members and strive to meet them (both in developing materials and responding/providing feedback)
- If necessary, we will hold conference calls between in-person meetings to report on progress