

Mississippi River Headwaters One Watershed, One Plan	Policy Committee Meeting #2	Date: February 28 2019
		Time: 9:00am-12:00pm
		Location: Beltrami Administration Building, 701 Minnesota Street NW, Bemidji, MN 56601

Staff Support: Zach Gutknecht

Note taker: Megan Fitzgerald

County Commissioners and Staff: Crag Gaasvig, Dick Downham, Davin Tinquist, Ted Van Kempen, Charlene Christenson, , Brent Rud, Zach Gutknecht, Megan FitzGerald, Daniel Swenson, John Ringle, Eric Buitenwerf, Dan Hecht.

Invitees: **SWCD Supervisors and Staff:** Del Olson, David Peterson, Marcel Noyes, Ted Lovdhal, Clearwater SWCD Supervisor, Andy Arens, Kelly Condiff, William Lee, Chester Powell.

BWSR Staff: Chad Severts Board Conservationist, Jeff Hrubes Clean Water Specialist, Julie Westerlund One Watershed, One Plan Coordinator

Pre-work: Review: Budget, Work Plan, Schedule, and Bylaws

Please bring: 1W1P binder

Agenda Items

Topic	Purpose	Presenter	Time allotted
✓ Introduction Activity	DISCUSSION	Staff support	20 min.
✓ Appoint Chair and Officers	DICISION	Staff support	5 min.
✓ Setting up the advisory committee and members	DISCUSSION	Chair with staff support	25 min.
✓ Review Bylaws (drafted by the Steering Team)	DISCUSSION	Chair with staff support	10 min.
✓ Discuss the use of consultants:	DISCUSSION	Staff support	20 min.
Break			10 min.
✓ 1W1P Orientation	INFO	BWSR	40 min.
✓ Review and approve recommended grant work plan, budget, and schedule.	DECISION	Chair	20 min.
✓ Notifying Plan Review Authorities	INFO	Staff support	5 min.
✓ Discuss future agenda items & schedule next meeting	DECISION	Chair	5 min.

Attachments to agenda:

- Proposed Budget
- Proposed Work plan
- Proposed Schedule
- Draft Bylaws
- January 31 meeting minutes

Policy Committee Ground Rules and Expectations

In addition to following the requirements of the Memorandum of Agreement and bylaws, Policy Committee Members will:

1. Actively prepare for, attend, and participate in all scheduled meetings* of the Policy Committee.
2. Actively engage in the decision-making process for watershed-based planning with the understanding that goals, objectives, and action items of the water plan must be prioritized, targeted, and measureable.
3. Initiate and/or assist with providing opportunities for constituents to be appraised of updated progress of the watershed-based planning process.
4. Regularly update their respective Boards on the progress of the watershed planning process.
5. Utilize the technical resources of their respective entities to assist and inform their decisions in the water planning process.