

One Watershed, One Plan Minnesota River - Mankato	Policy Committee #1	DATE: February 26, 2024
		TIME: 2:00 PM
		LOCATION: Nicollet County Court House EOC Conference Room
FACILITATOR	Kenny Famakinwa	MINUTES: Crystal Madden
INVITEES	Marie Dranttel, Kurt Zins, Don Hermanson, John Kral, Kevin Paap, Kip Bruender, Jacob Quade, Chris Hughes, Steven Rohlfing, David Preisler, Earle Traxler, Pete Thelemann, Dustin Sharstrom, Ben Ranft, Gina Cooper, Bret Hanson, Mike Laven, Jenn Melby-Kelley, Jeremy Maul, Crystal Madden; Julie Westerlund, Scott Carlson	
PRE-WORK		
PLEASE BRING		

Meeting Agenda Items

TOPIC	PURPOSE	LEAD	TIME ALLOTTED
✓ Introductions, appoint temporary chair,	INFO	Staff support	10 min.
✓ Review meeting agenda and Member Expectations (pg. 2)	DISCUSSION	Chair	10 min.
✓ Review and adopt Bylaws (drafted by the Planning Work Group)	DECISION	Chair with staff support	15 min.
✓ Appoint Chair and Officers	DECISION	Chair	10 min.
✓ Overview of plan development steps, grant work plan, and schedule.	INFO	Staff support	10 min.
15 MINUTE BREAK			
✓ Overview of 1W1P (BWSR)	INFO	BWSR	30 min.
✓ Review and approve the process for selecting consultants	DECISION	Chair	10 min.
✓ Discuss notification process and kickoff meeting	DISCUSSION	Staff Support	5 min.
✓ Discuss future agenda items & schedule next meeting	DECISION	Chair	5 min.

Attachments to agenda (suggest a 3-ring binder be provided to all committee members):

- One Watershed, One Plan Program background information
- Memorandum of Agreement
- Proposed Schedule
- Draft Bylaws
- Etc.

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.

*Consider including an anticipated meeting schedule and frequency, for example “first meeting of the Policy Committee will be in.... The committee will meet approximately monthly through....” Also consider including a generalized outline of anticipated topics throughout the schedule to build interest and provide an anticipated pace of progress.