

<b>Lower Minnesota River West</b> <b>One Watershed, One Plan</b>	<b>Steering Team</b> <b>Meeting #7</b>	Date: 7/2/2020
		Time: 10:30 AM to 11:30 AM
		Location: Remote Meeting via GoToMeeting

**Facilitator:** Joel Wurscher **Note taker:** Jack Bushman

**Invitees:** **LGU Lead staff:** Amy Clyde, Allen Kerber, Blake Honetschlager, Coleton Draeger, Diane Mitchell, Holly Hatlewick, Jack Bushman, Joel Wurscher, Kevin Ostermann, Marc Telecky, Marilee Peterson, Ryan Freitag, Sarah Young, other LGU staff as appointed by LGU lead staff.  
**BWSR Staff:** Ed Lenz, Jenny Mocol-Johnson, Mark Hiles

**Pre-work:** None

**Please bring:** *One Watershed, One Plan* Binder

### Agenda Items

Topic	Purpose	Lead	Time allotted
✓ Meeting Logistics, Ice Breaker, Agenda Review	INFO	Joel W.	5 min.
✓ Policy Committee <ul style="list-style-type: none"> <li>Meeting logistics</li> </ul>	INFO/DISCUSS	Jack B.	10 min.
✓ Request for Qualifications <ul style="list-style-type: none"> <li>Timeline, issue date, selection committee</li> </ul>	DISCUSS	Joel W.	15 min.
✓ 60 Day Notice <ul style="list-style-type: none"> <li>Issue date</li> </ul>	DISCUSS	Jack B.	10 min.
✓ Public Kick Off <ul style="list-style-type: none"> <li>Strategies during COVID-19</li> </ul>	DISCUSS/DECIDE	Jack B.	15 min.
✓ Schedule Next Meeting	DECIDE	Joel W.	5 min.

### Post-Meeting Assignments:

- If desired, attend policy committee meeting
- If part of the selection committee, review applications and attend interviews

### 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