

Lower Minnesota River West- Comprehensive Watershed Management Partnership	Steering Team Meeting #8	Date: 8/6/2020
		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, Coletton 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:	Review potential public kick off survey questions from 7/17, Review Barr Engineering Co. SOQ	
Please bring:	<i>One Watershed, One Plan Binder</i>	

Agenda Items

Topic	Purpose	Lead	Time allotted
✓ Meeting Logistics, Ice Breaker, Agenda Review	INFO	Joel W.	5 min.
✓ Selection Committee <ul style="list-style-type: none"> • Review RFQ/SOQ Process • Selection Committee Recommendation – Barr Engineering Co. 	DISCUSS	Jack B.	30 min.
✓ Public Kick Off Survey <ul style="list-style-type: none"> • Update 	DISCUSS	Jack B.	20 min.
✓ Schedule Next Meeting	DECIDE	Joel W.	5 min.

Post-Meeting Assignments:

- If desired, attend policy committee meeting via GoToMeeting

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