LSC Steering Committee Meeting
September 22nd, 2021

**Meeting Notes:**

Attendees: Angie Hong, Barbara Heitkamp, Emily Heinz, Mike Isensee, Tiffany Determan, Jay Riggs, Susanna Witkowski-Wilson, Karen Kill, Caleb Anderson, Becky Wozney, Paul Swanson, Jeremy Williamson, Matt Moore, Maureen Hoffman, Jamie Schurbon, Melissa King, Barb Piechel

1. Administrative Updates
	1. Work plan revisions – Craig Mell
		1. Verbiage in attached meeting packet, formation of policy as it relates to moving money around between the A2 and A5 activities. Planning committee can approve work plan changes up to $50K without policy committee approval.
		2. Will present to policy committee in October.
		3. No objections/concerns raised by anybody in the group.
	2. Project request form template – Emily
		1. Need to approve project request form template for policy committee
		2. Contains all needed documents for a partner to fill out for WBIF funding, inclusive of flow chart, deadlines, and additional documents needed from specific subcommittees not covered on main form.
		3. Can put a PDF of this on the website or can send Microsoft word form to partners
		4. Question by Mike I – Is there a rolling process for subcomittees to consider proposed projects? Do we mandate deadlines?
			1. Emily – Up to the subcommittee to determine what works best for them in terms of when they put project proposals forward
		5. No objections raised by the group.
	3. Mobilize platform – Angie
		1. Trying out a new platform that we can use as a list-serv, store documents, list internal events, etc.
		2. Hopefully not firewalled (yet) by anybody.
		3. Some did not receive invite – Angie will forward invite after the meeting
	4. Financial Update – Craig
		1. 47% of 2 year funds encumbered, 1.3% spent
2. Subcommittee Updates
	1. A1 – Agronomy Outreach – Jay
		1. Position has been posted, receiving applications through this Sunday (26th) – will evaluate at that time whether we need to extend deadline
		2. Subcomittee met on Monday, included introducing Joel Larson (UMN Extension and WRC) to the group
		3. Selection committee will include Joel and 1-2 other UMN folks, will also include Jay Riggs, Barbara Heitkamp, Lance Peterson (LSC policy at large member) and Dave Tollberg (crop advisor & Chisago SWCD policy alternate)
		4. The selection committee will review all application materials and will vote on most promising applications; after that is done, can share those application materials to the rest of the A1 subcommittee group.
		5. No other questions
	2. A2 Updates
		1. Craig – nothing new to report, talked with a few partners about potential projects but no incoming applications
	3. A4, 5 Updates – Mike I
		1. Committees have been busy, a lot of the work ties to A8 subcommittee as well
			1. Bringing a street sweeping prioritization proposal to October steering committee meeting
			2. Developing an incentive/reimbursement program for cities – will pay up to $100 per curb mile, reimbursed at the end of the year
				1. Cities will need to weigh their collections and log when sweepings happened
				2. Angie – any education needs? Mike – not there yet, but stand by
			3. Bringing forward a catchment connectivity and pollutant hotspot evaluation proposal together
				1. Working with Bryan Pynn (WCD) and Casey Thiel (Chisago SWCD) and EOR to do a desktop analysis to determine priority action areas in pollutant loading
				2. Northern partners at most need for this – helps narrow down scope and cost
				3. Jay – any comparisons being done with developed SWAT models?

Jeremy – Jim Almendinger has retired, but Science Museum of Minnesota could be convinced to think it through

* + - 1. Matt M – another thing we need to think about in terms of budgeting – make sure we include realistic proposals for construction engineering contracts
				1. Craig – yes, need to have a conversation about this prior to developing next year’s work plan.
	1. A3 - Education updates
		1. Angie showed a teaser virtual tour map for next Monday. Staff confirmed they will attend to answer questions from the policy committee
	2. A6 – Wetland Restoration – Becky
		1. No updates, glad to get project form taken care of
		2. Craig – how can we in Chisago SWCD get a better handle on wetland restoration needs?
			1. Jay – hard to do, Emily – we did some historic aerial analyses, can ask team to put together a type of internal ‘training’ that may help thing of a path forward, group agrees
	3. A7 – Internal Analysis – Susanna
		1. Doing some last tweaks to our forms, deadline for applications is November 30th
	4. A8 – Targeting and Prioritization Analyses
		1. Have WBIF Application for updating prioritization protocols
			1. Originally $5K need, but need a bit more ($8K)
			2. Chisago SWCD, WCD, and CLFLWD would receive the funding to do the work
			3. Roll Call vote – all ayes for those present, majority carries forward
		2. Rock Lake SWA
			1. There was some confusion in whether or not monitoring is eligible for WBIF funding
				1. It is not.
			2. Application did not go through subcommittee – some pieces eligible for funding – others are not
			3. Going to table proposal for now – Jeremy and Caleb will follow up with Melissa King and others
1. Progress Updates – Emily
	1. Same status
2. Other Topics?
	1. Funding allocation for 2022-24 biennium – we will know this amount by next SC meeting. Will need to begin putting together a budget and work plan for 2022-24.
	2. Updates from Pine SWCD – Hinze project and SWWD – McQuade project?