

Policy Committee Meeting

Friday, September 10, 2021

9:00 AM – 12:00 PM

Meeting Location (In-Person)

Cottonwood County Law Enforcement Center

902 5th Avenue, Windom, MN

Remote Meeting Link

WebEx Link (See second page for remote access information)

<i>Agenda Items</i>	<i>Action</i>	<i>Time</i>
1. Welcome and Introductions	--	5 min
2. Participation Plan <ul style="list-style-type: none"> ● Review, discuss, and approve 	Discuss / Decide	20 min
3. Plan Issue Statements <ul style="list-style-type: none"> ● Review, discuss, and approve 	Discuss / Decide	45 min
4. Prioritizing Issues <ul style="list-style-type: none"> ● Results from Steering Committee initial prioritization ● Discuss 	Discuss	45 min
5. Planning Regions <ul style="list-style-type: none"> ● Review, discuss, and approve 	Discuss / Decide	15 min
6. Action Items and Next Steps	Discuss	10 min

Remote Meeting Link

Join from the meeting link

<https://cottonwoodsoilandwaterconservationdistrict.my.webex.com/cottonwoodsoilandwaterconservationdistrict.my/j.php?MTID=m057e6f2ca9cb8bf7ecd0daa573a151b9>

Join by meeting number

Meeting number (access code): 2550 111 9386

Meeting password: GJjNecFS275 (45563237 from phones and video systems)

Tap to join from a mobile device (attendees only)

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Some mobile devices may ask attendees to enter a numeric password.

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You can also dial [173.243.2.68](tel:173.243.2.68) and enter your meeting number.



DRAFT: FOR POLICY COMMITTEE DISCUSSION (9/10/2021)



**Des Moines River One Watershed, One Plan
Participation Plan**



Table of Contents

1	Background.....	1
2	Committees & Roles	3
2.1	Steering Committee	3
2.2	Advisory Committee.....	3
2.3	Policy Committee	4
2.4	General Public	4
3	Intent for Stakeholder Involvement	4
4	Tools for Stakeholder Involvement.....	5
5	Conduct.....	7
6	Stakeholder List.....	8
6.1	Steering Committee Members.....	8
6.2	Advisory Committee Members	8
6.3	Policy Committee Members.....	10

List of Tables

Table 1. Steering Committee Members	8
Table 2. Advisory Committee Members.....	9
Table 3. Policy Committee Members	10

List of Figures

Figure 1. Des Moines 1W1P Planning Area.....	2
Figure 2. BWSR Guidance on Providing Comments during Plan Development.....	7



1 BACKGROUND

In 2020, a partnership consisting of Cottonwood, Jackson, Martin, Murray, Nobles, and Lyon Counties and Soil & Water Conservation Districts and the Heron Lake Watershed District were awarded a grant from the Minnesota Board of Water and Soil Resources (BWSR) to complete a comprehensive watershed management plan as part of BWSR's One Watershed One Plan (1W1P) program. Collectively, the parties are called the Des Moines River Watershed Partnership (hereafter referred to as the "Partnership"). The Des Moines 1W1P planning area is shown in **Figure 1**.

The Partnership shares a common interest in and the statutory authority to prepare, adopt, and implement a plan for the Des Moines River Watershed. Many issues will be addressed in this comprehensive planning effort, requiring engagement from numerous stakeholders. The purpose of this document is to describe the stakeholder participation process for developing this plan.

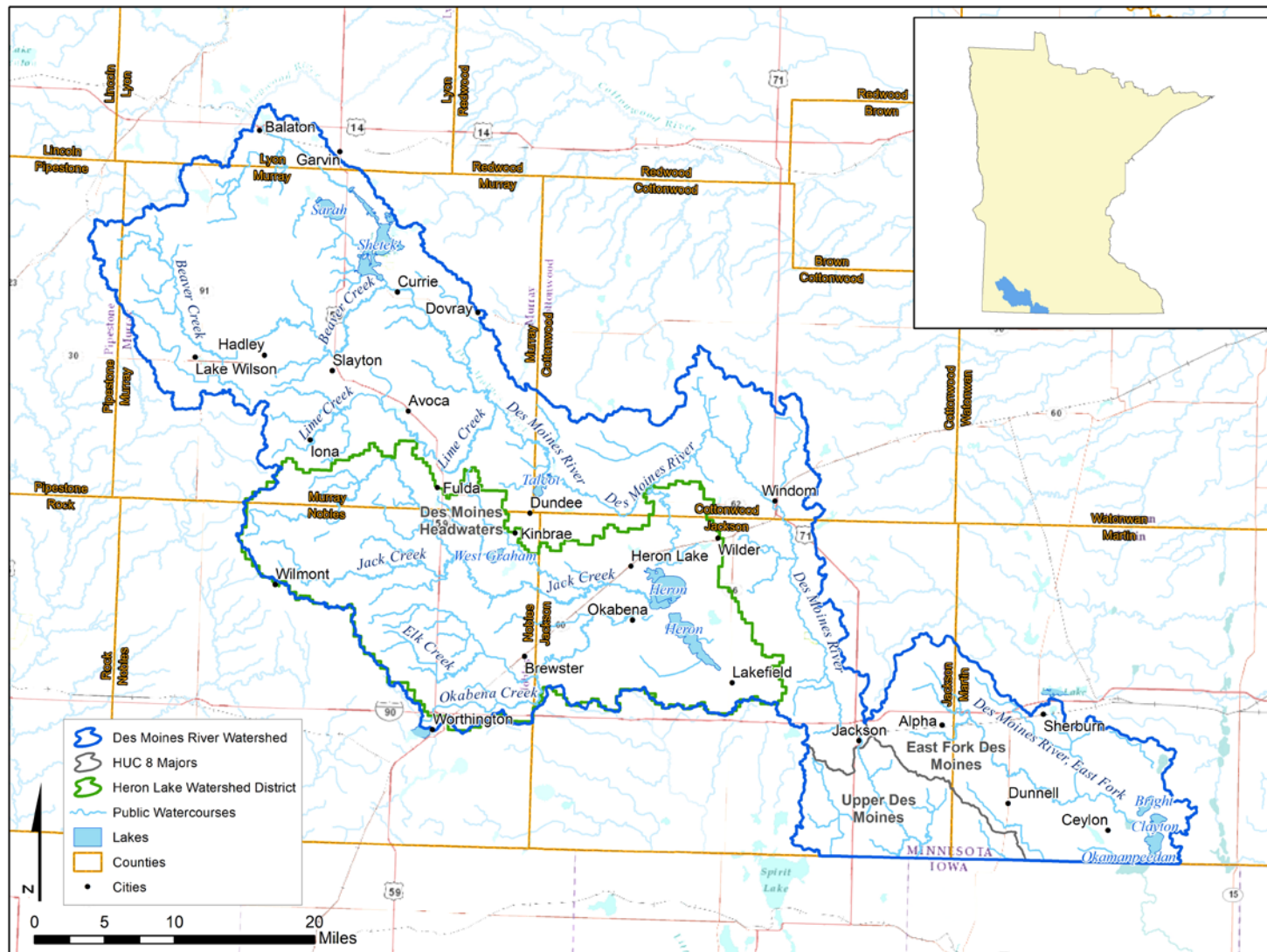


Figure 1. Des Moines 1W1P Planning Area



2 COMMITTEES & ROLES

One of the guiding principles of the 1W1P program is that the process “must involve a broad range of stakeholders to ensure an integrated approach to watershed management.” For purposes of this document, a stakeholder is defined as a party (person or group) who holds a vested interest in the outcome of the planning process. The primary outcome resulting from the plan will be an implementation schedule describing prioritized and targeted implementation of specific best management practices, capital improvement projects, educational and outreach programs, monitoring activities, and regulatory controls throughout the watershed.

Participants in the planning process are comprised of several audiences or groups and collectively represent the stakeholders. The groups and their respective planning roles are described in the following sections.

2.1 Steering Committee

The Steering Committee is comprised of local SWCD, County, and Watershed District (WD) staff for the purposes of logistical and day-to-day decision-making in the planning process. The Steering Committee also includes the plan writing consultant, BWSR Board Conservationist, and state agency staff. Members of the Steering Committee are responsible for providing information needed for the planning process, reviewing and accepting draft plan related information, and assisting in plan development (especially the creation of measurable goals). Steering Committee members are also responsible for providing plan status updates back to their local boards.

The Steering Committee will meet monthly or as needed to maintain pace of progress for plan development. Decisions about plan content will progress with or without designated Lead or Alternate attendance. If Steering Committee absences become evident, at the discretion of the Steering Committee, the Steering Committee member must attend a Policy Committee meeting to explain the absence.

2.2 Advisory Committee

Membership on the Advisory Committee may consist of members from the Steering Committee, other local government staff, additional state main water agencies and/or plan review agencies, interested members of the general public, trade organizations, nonprofit organizations, and special interest groups. Leaders within the local community are valued members of the Advisory Committee. Membership to the Advisory Committee has been reviewed and approved by the Policy Committee.



The purpose of an Advisory Committee is to make recommendations on the plan issues, goals, and actions to the Policy Committee. Expectations are that members of the Advisory Committee will communicate plan related activities to their respective organizations. Advisory Committee members are expected to communicate practical concerns during the plan development process and to assist the Policy Committee in ensuring a credible plan development process. Meetings for Advisory Committee members are expected to be every other month or when subject matter expertise is warranted.

Each state or federal agency or organization participating on the Advisory Committee shall designate one lead representative and one designated alternate. An agency's or organization's guidance, input, and decisions shall be communicated through the lead representative or designated alternative. The lead agency or organization representative is expected to coordinate information flow and communication within their agency or organization.

2.3 Policy Committee

The primary role of the Policy Committee is to collectively develop and adopt, as local government units, a coordinated watershed management plan for the Des Moines River Watershed. Expectations are that the Policy Committee will review and approve information about the priority issues, goals, and actions affecting the plan area, and review and approve the plan. An additional expectation is that members of the Policy Committee will engage in constructive discussion and debate about issues addressed by the plan and provide consensus direction on plan development matters to the Steering Committee. Meeting commitments for the Policy Committee are expected to be every other month, or as needed. The Policy Committee has additional obligations as described by the Memorandum of Agreement executed by the Partnership.

2.4 General Public

Public meetings and hearings will be completed as part of the plan development process. Input from the public meetings will be used to ensure that all issues and resources important to the public are considered by the planning process. An additional role for the public is expected to include review of and discussion about plan actions and goals.

3 INTENT FOR STAKEHOLDER INVOLVEMENT

The principal intent of involving stakeholders during the planning process is to discover what is happening in the watershed, what is important to stakeholders, and to build acceptance of plan issues, goals, and actions.



Acceptance is critical because the Partnership is focused on actively utilizing their plan to implement projects and programs within the Des Moines River Watershed. Successful implementation will depend highly on the degree to which the stakeholders believe their concerns, issues, or expectations are addressed within the plan.

The Partnership intends for the stakeholder involvement process to be active, genuine, and credible. To that end, the stakeholder groups will be involved early in the planning process and will remain engaged through plan completion. Input provided by stakeholders is intended to help ensure the comprehensiveness of the plan and validate the implementation priorities of the partnership and stakeholders.

4 TOOLS FOR STAKEHOLDER INVOLVEMENT

The Partnership expects to use several tools to involve stakeholders. These tools include:

- Informing stakeholders of status and progress by posting information on a website (https://www.murray-countymn.com/county_departments/environmental_services/desmoinesriver.php);
- Providing meeting summaries to communicate important decisions, discussions, and milestones;
- Convening meetings and workshops with stakeholders at key milestones;
- Use of existing “standing” committees within each county and watershed district, including local water plan advisory committees. These committees tend to include broad representation; and
- Use of meeting “guidelines” to encourage productive meeting engagement, as summarized below:

Conversation Guidelines for Committee Members

1. Everyone participates; no one dominates.
2. There is not one “right” answer.
3. Keep an open mind.
4. Listen carefully to others.
5. Help keep the discussions on track.
6. Try hard to understand the views of those with whom you disagree.
7. Ask questions if you are uncertain of the meaning of someone else’s comments.
8. It is okay to have friendly disagreements – everyone has a right to his/her own views.
9. To help bring closure to a discussion, use the “I can live with it” rule.

Guidelines for Visitors



1. Visitors (including “alternates” not a member of the committee) will not participate in the discussion unless recognized by the group facilitator or designated by a committee member.
2. Time will be allowed at each meeting (as it fits with the agenda) for visitors to share their comments with committee members.
3. Visitors are asked to write down their comments (a “comment sheet” will be made available) and share this with the facilitator.

In addition, BWSR has developed guidance for agency comments for the 1W1P planning process that is applicable to all stakeholder groups participating in plan development (see table below for BWSR guidance on providing comments). This guidance is available on the link provided below.

<https://bwsr.state.mn.us/sites/default/files/2018-12/Best%20Practices%20for%20Agency%20Comments%20on%20Water%20Plans.pdf>



Figure 2. BWSR Guidance on Providing Comments during Plan Development.

Practical and Valuable Comments	Less Valuable Comments
<p>The following types of comments can be very valuable to the planning effort:</p> <ul style="list-style-type: none"> ■ Feedback on the legality or statutory authority of a proposed action or strategy in a plan, and/or consistency with an agency rule or policy ■ Identification of opportunities for agency collaboration, including when an agency might be willing to lead and/or funds are available through the agency to accomplish a strategy or action ■ Identification of alternative methods to identify or accomplish a goal ■ Identification of data not reviewed or properly considered, or data that may validate a potential concern or issue ■ Work that can or will be done in the future to improve the plan 	<p>The following types of comments are less valuable to the planning process:</p> <ul style="list-style-type: none"> ■ Individual comments that have not been vetted or delivered as an agency perspective ■ Comments that question a method without suggestions for an alternative method ■ Editorial comments, especially in early working drafts of plans, unless the text is unclear

5 CONDUCT

The conduct of members of the various stakeholder groups—how the committees function and affect the process—will be based on the overall intent of building acceptance of the plan through a credible yet timely process. Where appropriate, the Partnership will strive to achieve consensus on plan related matters. However, because of the diversity of issues and range of resources, full agreement between or among all stakeholders is not realistic or expected. Participants are expected to act in a professional, constructive, and contributory manner. Members failing to act in good faith during the planning process can be removed from the Advisory Committee by consensus of the Policy Committee.



6 STAKEHOLDER LIST

6.1 Steering Committee Members

The Steering Committee Members, their affiliation, and designated alternate are listed in **Table 1**.

Table 1. Steering Committee Members

Name	Organization
Kay Gross	Cottonwood
David Bucklin	Cottonwood SWCD
TBD	Heron Lake Watershed District
Andy Geiger	Jackson
Daniel Bartosh	Jackson SWCD
John Biren	Lyon
John Biren	Lyon SWCD
Pam Flitter	Martin
Ashley Brenke	Martin SWCD
Jean Christoffels	Murray
Sarah Soderholm	Murray
Craig Christensen	Murray SWCD
Mark Koster	Nobles
John Shea	Nobles SWCD
Kyle Krier	Pipestone County
Kyle Krier	Pipestone SWCD
Doug Goodrich	BWSR
Mark Hiles	BWSR
Tom Kresko	DNR
Amanda Strommer	MDH
Kevin Hauth	MDA
Katherine Peskarek-Scott	MPCA
Bryan Spindler	MPCA

6.2 Advisory Committee Members

The Advisory Committee Members, their affiliation, and designated alternate are listed in **Table 2**.



Note: Members of the Policy Committee and Steering Committee can also participate in the Advisory Committee.

Table 2. Advisory Committee Members

Name	Organization
Brent Staples	Wildlife, CRP, RIM
Denis Quarberg	President, MN Deer Hunters Assoc
Jim Amundson	Concerned Citizen – Letter to DNR about Perkins Creek
Perry Olson	CRP, Habitat Enthusiast, Fortune Transportation
Nicole Schwebach	Pipestone SWCD
Trevor Humphrey	Shetek Area Lakes Association member
Rick Parker	
Dave Kremer	Public citizen- Murray County water plan committee member
Thomas Hey	People around Lake Sarah (public citizen)
Bryan Biegler	Farmer
Chris Opdahl	President- Corn/Soybean Producers
Nick Bancks	Minnesota Land Trust
Eran Sandquist	Pheasants Forever
Jon Schneider	Ducks Unlimited
Cheryl Heard	NRCS
Marcia Wee	Lake Yankton (public citizen)
Kelly Rasche	Jackson County Drainage Coordinator
Sherry Schoewe	North Heron Lake Watershed Producers
Doug Goodrich	BWSR
Mark Hiles	BWSR
Ed Lenz	BWSR
Tom Kresko	DNR
Brady Swanson	DNR
Amanda Strommer	MDH
Kevin Hauth	MDA
Katherine Peskarek-Scott	MPCA
Bryan Spindler	MPCA
Aaron Meyer	Minnesota Rural Water Association
Dominic Jones	Red Rock Rural Water, City of Windom
Jason Overby	Lincoln-Pipestone Rural Water
Roseann Schauer	Lake Shetek State Park



Name	Organization
Scott Ralston or Todd Luke	US Fish & Wildlife Service
Matt Skaret	City of Jackson
Harvey Krueger	Public citizen
Jeremy Braaksma or Eric Roos	City of Worthington
Dean Weiss	Martin County landowner
Cole Truesdell	Martin County landowner
Justin Jass	MnDOT
Name TBD	Cottonwood Cattle Producers
Jason Larson	Murray County Cattleman's Association
Lloyd Kalfs	

6.3 Policy Committee Members

The Policy Committee Members, their affiliation, and designated alternate are listed in **Table 3**.

Table 3. Policy Committee Members

Name	Organization	Role
Tom Appel	Cottonwood	Delegate
Norman Holmen	Cottonwood	Alternate
Tom Muller	Cottonwood SWCD	Delegate
Jeremy Nerem	Cottonwood SWCD	Alternate
Mark Bartosh	Heron Lake Watershed District	Delegate
TBD	Heron Lake Watershed District	Alternate
Phil Nasby	Jackson	Delegate
Cathy Hohenstein	Jackson	Alternate
Paul Nelson	Jackson SWCD	Delegate
Larry G. Hansen	Jackson SWCD	Alternate
Rick Anderson	Lyon	Delegate
Gary Crowley	Lyon	Alternate
Steve Prairie	Lyon SWCD	Delegate
John Lanoue	Lyon SWCD	Alternate
Richard Koons	Martin	Delegate
Steve Flohrs	Martin	Alternate



Name	Organization	Role
Linda Meschke	Martin SWCD	Delegate
Clair Schmidt Jr	Martin SWCD	Alternate
David Thiner	Murray	Delegate
Molly Malone	Murray	Alternate
Karen Hurd	Murray SWCD	Delegate
Mona Henkels	Murray SWCD	Alternate
Justin Ahlers	Nobles	Delegate
Bob Paplow	Nobles	Alternate
Rick Nelsen	Nobles SWCD	Delegate
Paul Langseth	Nobles SWCD	Alternate