

Agenda

WILD RICE - MARSH RIVER WATERSHED: 1W1P

MEETING INFORMATION

Date:	December 17, 2018	Location:	Wild Rice Watershed District Office
Time:	10:00 AM – 12:00 PM	Call-In Number:	N/A
Invitees / Attendees:	Steering Committee		

PREPARATION FOR MEETING

Meeting Objectives:

1. Decide on Grant Agreement Materials
2. Draft Advisory and Policy Committee membership
3. Recommendation on Plan Consultant to Policy Committee

AGENDA ITEMS	ACTION	TIME ALLOTTED
1. Introductions	--	5 min.
2. Planning Roles • Fiscal Agent Role • Administrative Lead Role • Meeting Facilitation	--	10 min.
3. Grant Agreement Materials (Workplan Task 1.1) • Meeting Goal: Review and make decisions on recommending grant agreement materials for policy committee approval • Memorandum of Agreement • Workplan • Timeline • Budget	Decide	60 min.
4. Committee Membership (Workplan Task 2.1) • Meeting Goal: Decide on policy committee membership. Recommend draft Policy Committee Bylaws for policy committee approval. Develop roster of potential advisory committee members.	Decide	20 min.
5. Plan Writing Consultant Selection (Workplan Task 1.1) • Meeting Goal: Decide on recommendation of plan writing consultant for policy committee approval	Decide	20 min.
6. Next Meeting • Meeting Goal: Decide on next meeting date and time	Decide	5 min.

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7. Action Items • Steering Committee members recruit policy committee members from respective LGUs • Steering Committee members bring MOA to respective boards to review and sign. • Steering Committee members provide list of potential advisory committee members	Homework	
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