

Board of Directors Meeting Minutes



December 7, 2016 10:00am Florence Natural Resource Center
5628 Forestry Dr., Florence, WI

Members Present in person: Bill Rice (DCD), Greg Cleereman (Marinette LWCD), Scott Goodwin (Florence County LCD), Aaron McCullough (WI DNR), Justin Bournoville (USFS), Jennifer Johnson (MI DNR), Dick Peterson (Lake Twp)

Members Present on phone: Tracy Beckman (Lumberjack RC&D)

Members Absent:

Staff: Lindsay Peterson

Guests: Charlene Peterson (Shakey Lakes), Ann Hruska (DCD (on phone)), Amanda Nelson (DCD), Ben Determen (DCD)

Meeting called to order at 10:03am by Bill Rice.

- 1. Introductions** were made by those present and on the phone. A sign-in sheet was passed around.
- 2. Approval of Agenda** – No items were added to the Agenda. D.Peterson/G.Cleereman moved to approve agenda. Motion carried.
- 3. Approval of Minutes** of 10/5/2016 – G.Cleereman/J.Johnson moved to accept the minutes. Motion Carried.
- 4. Grants & Treasurer's Report** – Spreadsheets of current grant status as well as 2016 grant expenditures were distributed and the report was given by A.Hruska and A.Nelson. The undesignated fund balance is \$440.47. The report dated 12/1/16 showed an estimated total of \$71,285 available for 2016-17. MISGP FY16, a three year grant of \$162,000 has not been approved yet. The other spreadsheet detailed the approximate expenditures for the fiscal year, Oct 1-Sept 30. This total was about \$150,928. S.Goodwin/D.Peterson moved to accept the financial reports. Motion Carried.
- 5. Action Team** – Several teams met via conference call while others simply corresponded via email. All teams were asked what they felt was an up-and-coming invasive species that WRISC should keep an eye out for or start some EDRR monitoring for. Several suggestions were made, including Miscanthus, Starry Stonewort, Flowering Rush, NZMS, and others. The teams were also asked about potential GLRI grant project ideas in light of the recently released RFPs. Again, several great suggestions were made and L.Peterson expressed her appreciation. The Education/Outreach team discussed the Wild Parsnip brochure which is nearing completion. The newsletter is also in the works, and L.Peterson asked if any Partners would be willing to develop a half to full page article highlighting a project to be included in the newsletter. G.Cleeremen will come up with something by the end of the month. The Organizational/Development Team began looking at personnel related documents and developed some suggested language edits/additions. The main goal being to clarify the definition of the working relationship between DCD & WRISC and the authority of the respective parties, ensuring this is clearly defined in all personnel documentation.
- 6. Coordinator Report** – L.Peterson passed around the coordinator's report. This time of year is demanding as far as reporting is concerned, especially with the MISGP grant wrapping up at the end of December. There are management plans to be written for this grant yet and L.Peterson is working with the contractors as they finish their plans. The MEF extension will be responsible for much of the early 2017 funding for the coordinator. The WMA grant is well underway and there were materials for Partners to share and distribute to promote this project. More details will be sent to WI Partners so they can distribute information and recruit landowner partners. Still waiting to

hear about MISGP FY16, so very little planning has gone into the 2017 season since much could change whether or not this grant is received.

7. Old Business –

- a. *2017 Board of Directors Meeting Schedule:* L.Peterson presented the 2017 BOD Meeting schedule and asked if there were any known conflicts, none were brought forward although J.Bournoville will double check on the availability of the Florence space for the Annual Meeting June 7th. With no other conflicts noted, L.Peterson will proceed to confirm all dates and locations and pass the final schedule on to the Board and the rest of WRISC. The next meeting in February is at the Dickinson CD Office and is confirmed. C.Peterson confirmed the October Meeting in Menominee.
- b. *New Grant Proposals/RFPs:* L.Peterson presented the current GLRI RFPs and a very rough draft of a proposal to the group, asking for suggestions and/or partnership. Some valuable ideas were bounced around and L.Peterson and A.Hruska will continue to work on the project proposal, sending out a Letter of Support for Partners to commit to by early next week (Dec. 12th). The project will focus on ATV and recreational trails, both for some surveying/monitoring and treatment, since this grant is heavily focused on treatment acreage, this intent confirmed by J.Bournoville. L.Peterson wants to ensure that this money will be spread throughout WRISC's service area and not just expended in certain counties or areas and wants to address the "gaps" in service/project activity.
- c. *MOU-Final Signatory Page Received:* Felch Township Parks and Recreation Committee submitted their MOU Signatory page, which means all partners are accounted for. Goal of 30 Partners has been exceeded and a new Goal of 35 partners was suggested by D.Peterson, who also recommended targeting the many Lake Associations in the area. L.Peterson asked the Board to begin thinking of other groups to recruit and emphasized that local connection between groups and Board members makes a difference and is a valuable asset to utilize in those cases.

8. New Business –

- a. *Personnel Policy (& related document) Revisions:* The Organization/Development team (B.Rice in particular) helped develop some revised or additional language to be adjusted/added to several Personnel related documents including the Personnel Policy/Employee Handbook (DCD), the WRISC Coordinator Work Agreement, WRISC Bylaws, etc. These language revisions are not final and were simply presented to the Board to give a sense of direction being taken on this matter. Language will be sent out to the Board for further consideration, but essentially it aims to clearly define the relationship between WRISC and DCD (fiscal agent and employer of record) which is defined in the Master Agreement. The revisions also address establishing lines of clear communication between the groups. Much discussion was had on this matter.
- b. *Personnel Committee:* The WRISC Bylaws state that a standing Personnel Committee be established, although currently there is no such committee. Much discussion was had on this matter and the matter of where does the authority over employees, hiring/firing, and ultimate personnel decisions lie. The District spoke about needing assistance with the level of operations that WRISC is running and that they are limited in the level of funding they can administer for WRISC before it begins to cut into their operation as a District. Options for different financial structures were discussed, such as WRISC becoming a 501(c)(3) or taking on employment and fiscal management in a different way/through a different party. This was discussed but thought to be a difficult option/route to take and that there are not a lot of groups willing to take on more responsibility at this time or do not have the capacity to administer WRISC operations. The District is willing and committed to continuing with WRISC but wanted to achieve a level of understanding with the Board. The Board felt a formal Personnel Committee was not necessary if the group would not have any authoritative stake in decisions, other than advisement. This was tabled until more information can be gathered and language can be clarified and drafted. Until then, S.Goodwin, due to his close proximity to office and as a member of Org/Dev AT, volunteered to be a point of contact, a liaison, between the DCD Personnel Committee and the WRISC Board on personnel matters.
- c. *2017 Annual Meeting Planning:* L.Peterson called for volunteers to begin planning the Annual Meeting. She asked the Board to start thinking about potential topics and guest speakers so these things can be confirmed and locked in early before schedules fill up. Also, WRISC'er of the Year award nominations should be considered

and brought forward soon. L.Peterson will work on producing a flyer announcing the meeting and a short write-up to accompany it that will be distributed to Partners, who will be encouraged to distribute the information to their groups and audiences. This will be ready by the end of December (whichever due date J.Johnson requires, so it can be included in MDNR's Division newsletter). D.Peterson suggested having again the top invasives update that highlights several threatening invasives. Everyone agreed last year's format seemed to work very well. L.Peterson is encouraging partners to reach out to the further reaches of the WRISC area and encourages that "expansion" to filling in and addressing service gaps throughout the area.

9. Round Robin

USFS, J.Bournoville – Was awarded funds to control 18 miles of Hwy 70 for Wild Parsnip. Much of this will involve working with Road Commission to mow entire right-of-way, not just shoulder swath. WRISC has been asked to partner to help with treatments of areas missed by the initial mowing. J.Bournoville and L.Peterson will discuss details further.

MDNR, J.Johnson – DNR is pushing New Zealand Mud Snail (NZMS) outreach and education, since their discovery downstate. They've created 5 gal bucket view scopes for surveying. At Biologists meeting, an overview of CISMAs and agency partnerships with them was discussed. It is possible, due to lack of inter-communication across groups and agencies, that CISMAs will be required to provide either a Letter of Support or a sign-off of some kind from region/area biologists for grant projects.

Florence Co LCD, S.Goodwin – Busy wrapping up the two-year AIS Lake Grant and working on the application for another similar grant to continue the project even further. Several culvert replacement projects were completed this year and more are on the horizon. An effort should be coordinated with WRISC to assess for invasive establishment post-disturbance.

Lake Township/Shakey Lakes Association, D. Peterson – D.Peterson had encouraged the development of a Forest Management Plan for Menominee County Parks and this is currently underway and includes 6 parks within the county. Shakey Lakes is currently undergoing its drawdown, aimed at controlling the introduction of invasive plants. Having issues with getting water level low enough due to heavy rains recently.

Marinette County LWCD, G.Cleereman – Had good accomplishments with the Ducks Unlimited Phragmites control grant. Lake Lundgren will be monitored closely to see what impact the high 2,4-D levels from treatment had on native species in the lake. DASH has been successful where implemented.

WI DNR, A. McCullough – Worked to do phragmites treatments in areas that were missed by contractors or needed to be retreated. Could possibly be doing less phragmites work in the future due to division restructuring.

T.Beckman was unavailable to give an update for Lumberjack RC&D. Dickinson Conservation District did not give a report.

10. Other Business: The next meeting will be Wednesday, February 1st in Kingsford at the USDA Service Center/Dickinson Conservation District Office at 420 N. Hooper St. (Dickinson County)

11. Future Agenda Items: Other than the Personnel Committee issue being tabled, no other future agenda items were noted

12. Adjourn. Motion by D.Peterson/S.Goodwin to adjourn at 12:16pm. Motion Carried.

Meeting Minutes taken by A.Nelson & L.Peterson; Compiled by L.Peterson