

# Board of Directors - Minutes



**February 3, 2016** 10:00am Dickinson Conservation District – Kingsford, MI

**Members Present:** Bill Rice-DCD, Dick Peterson-Lake Township, Greg Cleereman-Marinette County, Ron Yadro-Florence School District, Justin Bournoville – USFS (as an alternate for Steve Janke)

**Members Absent:** Jennifer Johnson-MI DNR, Aaron McCullough-WI DNR, Cary Anderson-FCLARA, Tracy Beckman-Lumberjack RC&D

**Partners:** Charlene Peterson-Shakey Lakes Association, John Preuss – Lumberjack AIS Coordinator, Ann Hruska-DCD & WRISC Treasurer, Angie Stine-Whitewater, Darcy Rutkowski – UP RC&D, Jason Schnorr – UP RC&D, Tom Berndt – NRCS

**Guests:**

**Staff:** Emily Anderson-Coordinator, Lindsay Peterson- MI Project Manager

1. **Introductions** – Call to order by Chairperson Bill Rice at 10:02am. Introductions were made with 6 attendees in person in Kingsford and 8 attendees via conference call.
2. **Approval of the Agenda** – No changes to the agenda were presented, motion by Justin Bournoville/Dick Peterson to approve the agenda as presented. Motion carried.
3. **Approval of 12/2/2015 Meeting Minutes** – No changes to the minutes were presented, motion by Greg Cleereman/Justin Bournoville to approve the minutes as presented. Motion carried.
4. **Grants/Treasurer's Report** – Treasurer Ann Hruska gave an oral report. WRISC undesignated funds have not changed since December and stand at \$299.31 (quickbooks report provided), grant spending over winter has averaged apx. \$3,000 per month on employee wages, and apx 120 hours per week are expected for summer staff in 2016. Grants and hiring will be discussed in more detail under New Business. Motion by Justin Bournoville/Ron Yadro to accept the Treasurer's Report. Motion Carried.
5. **ACTION TEAMS** – Emily Anderson distributed the minutes of all action team meetings from January, also available online. She noted that the Education/Outreach team did not formally meet but did work extensively on the Winter newsletter and new Thistle ID brochure. The action teams also spent time revising team goals for 2016.
6. **Project Updates/Reports: WRISC Coordinator Update** – Emily Anderson distributed the WRISC Coordinator Update, also available online. She drew attention to the new WMA Control deadline and efforts to utilize remaining funds, recent and upcoming website work, and upcoming events. During discussion of upcoming events, Anderson requested permission to attend the upcoming Timberland Invasive Partnership meeting, which may require the use of undesignated funds. The group agreed that this would be a good chance to learn more and network, particularly with the Menominee Tribe in regards to the Menominee River. Motion to approve use of undesignated funds by Greg Cleereman/Ron Yadro. Motion Carried.
7. **OLD BUSINESS** –
  - a. **Coordinator Roles & Responsibilities** – Emily Anderson presented the document with minor changes from the Org/Dev action team. Motion to approve by Ron Yadro/Justin Bournoville. Motion Carried.
  - b. **Board Roles & Responsibilities** – Emily Anderson presented the document with several revisions from the Org/Dev action team. Discussion included whether or not to require a minimum number of board meetings attended by members. Item is tabled for further discussion with Org/Dev action team, anyone with further comments should email them to Emily.
  - c. **MOU Signatory Status** – Emily Anderson reported that the final MOU signatory page was received and all signed pages were emailed to the US Forest Service. Steve Janke reported via email that they have been sent on to Tina Smith for the USFS to add their signature and a USDA agreement number. The final MOU with agreement number will be sent to all Partners once it is received.
  - d. **2016 Annual Meeting Planning Progress** – Emily Anderson reported on a recent planning meeting. Decisions are close to being made on speaker topics and the WRISCer of the year. They are also

exploring options for an afternoon training for WRISC and Partner summer staff. Emily requested use of undesignated funds to purchase an award/gift for the WRISCer of the year. Motion by Justin Bournoville/Dick Peterson to approve use of undesignated funds.

- e. **WDNR Rapid Response Grant (Crandon Knotweed) update** – Emily Anderson reported on the progress in the WDNR AIS Early Detection/Rapid Response grant application targeted at the bohemian knotweed in Crandon, and identification of all knotweed populations in Forest County. The DNR determined that the Dickinson Conservation District is not eligible to apply for these grant funds since they are not a Wisconsin government entity. Lumberjack RC&D has agreed to sponsor the grant and Emily will be working with her to finalize the grant application. Discussion included the source of rapid response funds from the WDNR surface water grants and WMA grant system, and the potential for this grant source in Marinette or Florence counties if Bohemian knotweed is found.

## 8. NEW BUSINESS –

- a. **2016 field season and summer staff outlook; upcoming grant proposal deadlines** – Emily Anderson and Ann Hruska presented a handout with the budgets for primary 2016 grants and a breakdown of projected staff hours and rates. The majority of grant sources will expire at the end of 2016, and it was recently learned that the Lumberjack RC&D GLRI Tri-CISMA grant proposal which included WRISC was not approved. Currently, the only funding which extends into 2017 is from the GLRI Boatwash funds. Upcoming grant deadlines include the WE Energies MEF grant preproposal in March and the WDNR WMA grant in April. Plans are to draft proposals for both. Emily and Ann also presented a WRISC summer staff job posting. The consensus was that the earlier the job posting can go out the better, with an application deadline in mid-March. Emily will change the deadline and upload the posting to the website this week. Ann also asked for an additional board or personnel committee member to assist in the hiring. Bill and Greg volunteered, with Margie also discussed as a personnel committee member.
- b. **2016 Boatwash: WDNR agreement, new boatwash and containment pads, potential partner boatwash use** – Emily Anderson presented the agreement with Marinette County for a boatwash crew in 2016. It is also time to renew the WRISC agreement with the WDNR on boatwash use/storage. During the recent AIS meeting, the team agreed that the DNR agreement is beneficial to both parties, Greg Matzke agreed that he would like to continue it, and Greg reported that he is currently seeking additional storage for the proposed 3<sup>rd</sup> boatwash unit. With only one change to the 2015 agreement Greg Cleereman/Dick Peterson motioned to approve the 2016 agreement. Motion Carried. Emily and Ann also notified the board that the upcoming GLRI Boatwash FY15 funds include money to purchase a 3<sup>rd</sup> boatwash. The AIS action team has been discussing ways to most efficiently use the boatwashes, including use by Partners such as the Lake Metonga Association and Florence County at Twin Falls. Concerns raised included liability insurance, training, and storage/vandalism. The board discussion agreed with these concerns, particularly in regards to safety. They also pointed out the need to track boatwash use by Partners. Since most Partners that would use the boatwash already report to SWIMS reporting should not be difficult, but they may need to track “boats washed” separately from “boats inspected.” The AIS action team will further review this and draft an agreement that Partners using the boatwash could sign detailing training, use, and liability.
- c. **New Partner invitations** – Emily Anderson presented a new Partner invitation letter/application form edited by the Org/Dev action team. It will be made available online and to existing Partners in word doc form to customize as needed.
- d. **Partner Survey** – Emily Anderson reported to the Board that she is hoping to create an online Partner survey to assess how WRISC is doing and suggestions for future work. Once work is started the action teams will review/revise it.
- e. **Wisconsin CISMA Conference Call: Report/Updates** – Emily Anderson reported on this recent meeting of WI CISMAs. Notable updates included changes to Wisconsin’s invasive field guide following the NR40 updates, a new Jumping worm wildcard in the works, and the upcoming spring AIS Partners meeting and CISMA in person meeting in April at Mead Wildlife Area.
- f. **Example of county CISMA funding for TIP; Discuss possible similar options for WRISC** – Emily Anderson detailed that during the CISMA call Timberland Invasive Partnership (TIP) reported receiving funding

from 2 of their counties for both general invasive work and a specific invasive species inventory and planning project for Langlade County Forests. There was a brief discussion and members were encouraged to keep any future opportunities for Partner-funded WRISC projects in mind.

- g. WDNR Priority Area Invasive Species Models** – Emily Anderson shared early versions of Priority Area Invasive Species Management maps of Florence, Forest, and Marinette counties. They were created by DNR employee Jason Granberg who is seeking local input on them. Emily reported changes she had suggested to Jason and that he may be able to present in more detail at the next board meeting.
- 9. Round Robin** – Greg Cleereman reported that the grant funding the Marinette invasive coordinator has ended and they are applying for a rapid response grant for EWM on Lundgren Lake. Darcy Rutkowski reported on the UP Phragmites project which treated 755 acres in 2015, 320 of which were in Menominee County. They also received approval for their recent MI grant proposal to continue this work. Ann Hruska reported on the Dickinson CD Oak Wilt project. Tom Berndt reported on an upcoming invasive training with consulting foresters and requested any suggestions on new species to add to the training.
- 10. Any other Business** - Emily Anderson invited any WRISC Partners hiring summer staff to send her their position descriptions to post on the WRISC website. She also shared the almost completed Thistle ID brochure which is drawing interest from outside the WRISC area.  
The next meeting is scheduled for April 6, 2016 at the Marinette County Courthouse, 10am.
- 11. Future Agenda Items** – There were no future items at this time.
- 12. Adjourn** – Motion to adjourn by Greg Cleereman/Justin Bournoville at 11:57am. Motion Carried.

***Minutes submitted 2-4-2016 by Emily Anderson.***