

Board of Directors Meeting Minutes



February 1st, 2017 10:00am USDA Service Center – Dickinson CD
420 N. Hooper St., Kingsford, MI

Members Present in person: Bill Rice (DCD), Greg Cleereman (Marinette LWCD), Scott Goodwin (Florence County LCD), Justin Bournoville (USFS), Dick Peterson (Lake Twp)

Members Present on phone: Jennifer Johnson (MI DNR), Darcy Rutkowski (UP RC&D)

Members Absent: Aaron McCullough

Staff: Lindsay Peterson

Guests: Charlene Peterson (Shakey Lakes Assoc.), Amanda Nelson (DCD), Christina Hamilton (citizen), Jerry Picke (Assoc. Director Menominee Co. CD, Menominee Co. Board of Commissioners)

Meeting called to order at 10:00am 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/S.Goodwin moved to approve agenda. Motion carried.
- 3. Approval of Minutes** of 12/7/2016 – Lindsay noted a change to 8b, first sentence. Change “Bylaws” to “Master Agreement” simply for clarity. G.Cleereman/D.Peterson moved to accept the minutes. Motion Carried.
- 4. Grants & Treasurer’s Report** – Spreadsheets of current grant status were distributed and the report of funds as of 1/27/2017 was given by A.Nelson. L.Peterson noted one edit, for MISGP (Strategic Management Plan Project), the amount should read \$54,000 instead of \$48,600. The MISGP FY16, a three year grant of \$162,000 has been awarded but we are still awaiting the contract. Hopefully the funds will be available soon and will be released with enough time prior to the start of the field season. MEF Strike Team will be ending in March but we should receive the final contract for MEF Strike Team II shortly. Several grants have closed out or will soon. It is unsure when we will hear about the two pending GLRI proposals. G.Cleereman/S.Goodwin moved to accept the financial reports. Motion Carried.
- 5. Action Teams** – All but the Terrestrial team met in January via conference call while the Organization Development team met in person. All teams were asked to review 2016 Team Goals and determine if the team had adequately addressed those goals and then draft 2017 Team Goals. Each team was also updated on the upcoming or pending grant projects and which projects each team may be responsible for or at least involved with in some way. The Education/Outreach team discussed the Wild Parsnip brochure which is nearing completion. The Spring newsletter was also discussed. The Organizational/Development Team looked again at personnel related documents and revised the previously suggested language edits/additions which will be discussed later in the meeting.
- 6. Coordinator Report** – L.Peterson passed around the coordinator’s report and discussed the various events and grants in more detail as far as currently status, reporting, challenges, etc. She is still finalizing management plans for the MISGP grant but this will be wrapping up soon. The MEF extension is still 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 and several landowners have signed up so far. Since MEF Strike Team II and MISGP Strategic Management Projects have been confirmed, planning for summer has begun. WRISC’s social media

presence has been increasing over the last month now that a bit more time can be dedicated to updates and that there is more to talk about as the year starts to lead into field season.

7. Old Business –

- a. *MONITORING ACTION TEAM:* L.Peterson expressed the need for an additional team member to join the Monitoring Action Team and described what the team typically discusses. S.Goodwin volunteered to join the team.
- b. *2017 BOD MEETING SCHEDULE:* L.Peterson presented the final 2017 BOD Meeting schedule, with all locations confirmed for the dates presented. This will be posted on the website as well.
- c. *PERSONNEL POLICY LANGUAGE REVISIONS:* L.Peterson passed around the revised Personnel Policy language that was edited by the Organization Development Action Team. L.Peterson also presented the language suggested by J.Lynch (DCD attorney) who had emailed his suggestions the day prior to the meeting. The Board was in agreement that for the Personnel Policy and the Work Agreements, that this language be accepted and brought before the DCD board for approval. Regarding the WRISC Bylaws, a 30 day review period will be needed before accepting any changes, including the language suggested by J.Lynch and a revision to a statement in the “Officers” section regarding the Treasurer position. Action on these changes will be taken at the April 5th meeting.
- d. *PERSONNEL-SUMMER STAFFING:* Current job description for summer technician positions were passed around and will be officially posted. We plan on hiring 2-3 invasive species technicians, to be funded by MEF Strike Team II, new MISGP, and GLRI Boatwash funds. The Project Manager position that is funded with new MISGP funds is still in the works. This position was originally written to be funding for L.Peterson, but is now available as she assumes the Coordinator position. As of now, there are 16hrs/week available for the Project Manager, which will make it difficult to hire for since candidates will need to be qualified but offering 16hrs/wk is not too enticing for someone with such qualifications. A.Nelson and L.Peterson are going to be discussing plans, and back-up plans, regarding this position before officially posting the opening.
- e. *ANNUAL MEETING PLANNING:* L.Peterson asked that BOD and Partners start thinking about the WRISC’er of the Year award and to email any suggestions or nominations. BOD and Partners should also start thinking of ideas for speakers. Typically there are three (3) 30-minute presentations followed by a 10-15min invasive species update. C.Peterson will contact Dr. West of UW Marinette about giving a presentation on a long-term stream monitoring study. L.Peterson would like to have speakers in place by the next meeting. Partner invitation letters were passed around and the editable document will be emailed to BOD Members and Partners as well. L.Peterson encouraged Board members to invite groups or organizations they felt would make good Partners for WRISC or would be open to the idea. Several ideas for groups to approach were discussed including: Trout Unlimited chapters, Lake Associations, Sportsmen’s clubs, ATV/Off-road groups/clubs, Parks and Rec committees or groups, Silent Sporters, even Outdoor Outfitter’s. S.Goodwin noted at this time that FCLARA (Florence Co Lake and River Association) may be dissolving in the near future and we may lose them as a Partner. D.Peterson suggested Nurmenco, which is a large ATV/Sportsmen’s group in Menominee Co. He also stated a goal of reaching 40 Partners this year seems quite attainable with all the options available. L.Peterson requested that she be informed of which groups BOD members/Partner invite so she can keep a running list of groups contacted.
- f. *OTHER:* Nothing else was discussed under Old Business.

8. New Business –

- a. *MIPIN MEMBERSHIP DUE:* L.Peterson received correspondence that MIPN Membership fee was due for renewal. The cost for Non-profit organizations is \$50 and members receive discounts on conference registrations and Morten Arboretum publications. S.Goodwin/J.Bournoville moved to pay the MIPN Membership Fee. Motion Carried.
- b. *QUICK SURVEY OF MEMBERS – DATA SUBMISSION:* L.Peterson asked members, particularly those in WI, how they go about submitting treatment and location data for invasive species. This is in an attempt to determine the best way to have an updated and accurate internal database for WRISC. USFS data is only kept internally and not distributed or shared easily. SWIMS includes “wetland” species, but not many groups are submitting

those and many partners are not using MISIN either. This is acknowledged as an ongoing issue for the field in general and there don't seem to be any easy answers at the time. MISIN's treatment tracking and the new PAMF database were also discussed.

- c. *OTHER*: L.Peterson brought to attention that for the new MISGP funds, Partner match for Board and Action Team meetings needs to be documented for number of hours, rate, and total match amount in letters of support (or using quick form) in order to count that match beforehand. Cannot simply document it as the grant progresses. The quick form will be emailed out with meeting follow-up documents and Partners are asked to complete this as soon as possible.

9. Round Robin

Marinette County LWCD, G.Cleereman – Currently working on the Beecher Lake drawdown project and, despite setbacks due to weather, the channel to the dam, which will allow for drawdown capabilities, should be finished in a few weeks.

Christina Hamilton - Citizen, new to area, interested in group.

Lake Township/Shakey Lakes Association, C. & D. Peterson – The Petersons gave report on the Shakey Lakes drawdown effort currently underway. Concerns about the lake not freezing, which is necessary to kill the plants, were expressed. No ZMs were found by D.Peterson. Will monitor a culvert replacement/repair this spring. Fishery seems to be healthy and fish such as perch seem to be making a comeback in the last few years.

Carney-Nadeau School Forest Committee/Menominee Co Board of Commissioners, Jerry Picke – Presented the issue of Autumn Olive in the Carney School Forest. Species was planted years ago as is the case with many locations. Forest is 280 acres of predominantly red and white pine, has been select cut several times, 2 years ago was latest cut. Nathan Christie is involved as well (Plum Creek/Weyerhouser), suggests clear-cutting. J.Picke asked if WRISC could assist in any of this. L.Peterson said that WRISC cannot commit to treatment assistance at the time, but could do a survey of the property this summer to see what is there and where it is. 280 acres is a lot and could have a lot of variation in infestation density. Could result in several different treatment approaches. Will also work to get the school involved in Adopt-A-Spot program and to host school forest workdays and the like. Lots of educational opportunities with school forests. Will start with survey and go from there. Will be in touch. Could explore grant program through Weyerhouser; L.Peterson will forward along information.

Florence Co LCD, S.Goodwin – Has wrapped up 2yr aquatic grant, and applied for a second round of that funding. Did not receive full funding for spectrophotometer grant through Lumberjack RC&D, will likely decline offer to loan a machine. Florence Co now has a drone that will be shared between all departments. New CBCWs funding, but will likely not have many returning staff. S.Goodwin requested that DCD/WRISC pass along resumes/applicants that we do not pursue for hire. He also noted that the main source field for Wild Parsnip in Florence Co. is for sale and will look into getting landowner information to see if WRISC can make any attempts at treatment or surveying at that site.

USFS, J.Bournoville – Working on hiring 2 field crew for the season, but current hiring freezes make it questionable whether or not he will have a crew, which would make for a very difficult summer season. Currently working on Florence Co Hwy Dept. agreement for Wild Parsnip and will be in touch with WRISC over their agreement and funds.

MDNR, J.Johnson – Jen did not give a report.

Other Business: The next meeting will be Wednesday, April 5th at the Marinette County Courthouse

10. Future Agenda Items: More Annual Meeting planning – Speakers, training, etc.

11. Adjourn. Motion by G.Cleereman/S.Goodwin to adjourn at 12:10pm. Motion Carried.

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