**1W1P**

**Missouri River Water Basin**

**November 29, 2016**

**Pizza Ranch, Luverne MN**

**Present:** Doug Bos, Jason Beckler, Wayne Smith, Chris Bauer, Dale Sterzinger, Adam Ossefoort, John Shea, Mark Hiles, Dave Goodrich, Dan Livdahl, Kathy Henderschiedt, Kyle Krier, Ed Lenz, Beth Kallestad

**Group Definitions:**

Planning Work Group = 1 representative from each LGU and staff, ( people committed for entire term of project) Each organization will be responsible for appointing a primary representative (approximately 3 year commitment with regularly scheduled meetings.

Advisory Committee (stakeholders) = representative from Ditch Inspectors, Cities, Hook/Bullet, Ag groups, Lake Associations, Non-profits, State Agencies (MPCA, DNR, MDA, others) These members will be brought into discussion as needed.

Policy Committee = LGU Elected Officials, such as commissioners, SWCD and Watershed Board members.

State Agency personnel will attend as needed.

**Funding**:

Grant dollars will be applied for to cover cost of writing plan, facility rental and hiring consultant. Staff time for meetings will be considered in-kind.

**Memorandum of Agreement**

Document supporting 1W1P will need to be signed by all LGU’s involved in project prior to grant work plan submission. Wayne Smith, Dan Livdahl and Kathy Henderschiedt will create draft MOA to be reviewed and approved by Planning Work Group before being sent to LGU’s for signatures.

**Grant Administration:**

Doug Bos and Dan Livdahl will serve as co-chairs and create a draft work plan.

**Fiscal Agent**:

Nobles County will serve as minute taker and fiscal agent.

**Grant Work Plan:**

Group consensus to hire a consultant to write the plan, technical consultation, comparisons of existing plans etc. Doug G. will create a RFQ template and distribute to the group for review.

**Potential Next Agenda Items:**

Review of draft MOA

Review of draft Work Plan

Tools presentation, SAMS, PTMApp or others

Mark Hanson – Yammer document storage

**Next Meeting Date:**

A doodle poll will be sent in December to determine next date. Anticipated date will be between January 9 – 20, 2017