



Advisory Committee on Research Agenda

January 9, 2024

The Advisory Committee on Research (Committee) to the Land and Water Conservation Board (LWCB) will meet on January 9, 2024 at 9:00 am via Microsoft Teams. To attend the meeting, join by telephone at 608-571-2209 with Conference ID 985 859 930# or click the following Teams [hyperlink](#). The agenda for the meeting is shown below.

AGENDA ITEMS AND TENTATIVE SCHEDULE:

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|----------|---|--|
| 9:00 AM | 1 | Meeting Called to Order – Ron Grasshoff, Committee Chair <ul style="list-style-type: none">a. Roll Callb. Open meeting noticec. Approval of meeting agendad. Approval of November 7, 2023 meeting minutese. Discussion of Committee Vacancy, Officers |
| 9:05 AM | 2 | Discuss 2023 LWCB Survey Report and Report Distribution
Katy Smith, DATCP |
| 9:10 AM | 3 | Review Section VIII. A. of LWCB Bylaws: Committees- LWCB Advisory Committee on Research
Katy Smith, DATCP |
| 9:15 AM | 4 | 2024 Work Plan for the Advisory Committee on Research
Ron Grasshoff, Committee Chair |
| 9:50 AM | 5 | Member updates with possible discussion |
| 9:55 AM | 6 | Planning for the next Advisory Committee Meeting -
Ron Grasshoff, LWCB |
| 10:00 AM | 7 | Adjourn |

*Ron Grasshoff, Committee Chair;
Vice Chair - **open**;*

*Members: Monte Osterman and Tim Anderson;
Advisors: Dr. Francisco Arriaga*

**LAND AND WATER CONSERVATION BOARD
ADVISORY COMMITTEE ON RESEARCH
MEETING MINUTES**

**November 7, 2023
Microsoft Teams Meeting**

Item #1 Call to Order – Roll call, open meeting notice, approval of agenda, approval of September 5, 2023 Committee meeting minutes.

Call to Order

The Advisory Committee on Research (“Committee”) to the Land and Water Conservation Board (“LWCB” or “Board”) met via videoconference on November 7, 2023. The meeting was preceded by public notice as required by Wis. Stat. § 19.84. The meeting was called to order by Committee Chair Ron Grasshoff at **9:02 am**.

Committee Members Present

Members: Ron Grasshoff, Bobbie Webster, Monte Osterman, and Tim Anderson. A quorum was present.

Committee Advisors Present

Advisors: Amber Radatz (UW-Extension), Francisco Arriaga (UW-CALS).

Approval of Agenda

Motion

Osterman motioned to approve the agenda as presented, seconded by Webster, and the motion carried unanimously.

Approval of Minutes

Motion

Webster motioned to approve the draft minutes of the September 5, 2023 meeting minutes as presented, seconded by Grasshoff, and the motion carried unanimously. The approved minutes shall be posted as the official meeting record for publication on the LWCB website.

Item #2 Discuss 2023 LWCB Survey Report and Report Distribution

Katy Smith, DATCP, informed the Committee that Advisor Arriaga forwarded an additional list of UW contacts for report distribution. Smith will work with Radatz to finesse language to additional report recipients asking for replies on what research topics they are already engaging in that fit within the priorities of the survey and to identify unmet needs or gaps within the survey.

Item #3 Review Section VIII. of LWCB Bylaws: Committees- LWCB Advisory Committee on Research

Smith reviewed the structure of the Advisory Committee on Research as defined in the LWCB Bylaws with the Committee. Osterman requested that the bylaws incorporate a mandate that at least one

member shall be a representative of County Land Conservation Committees. Arriaga noted changes to the names for Division of Extension and Universities of Wisconsin that should be acknowledged in the bylaws. Smith will draft revisions for review by the committee at its January 2024 meeting.

Item #4 Discuss 2024 Committee Actions, Recommendations and or Requests from the Board

The Committee discussed: its charge to create a sustainable, lasting process for advising the Universities of Wisconsin on research and outreach needs relating to soil and water conservation; the proposed frequency of survey to soil and water conservation constituents for use in communicating needs to the Universities of Wisconsin; developing a work plan that incorporates goals, strategies and action items. A work plan may consider creating a process that invites feedback and networking, using recommendations to affect program plans of work, getting recommendations to parties that can use it in their work.

Webster motioned to use the January 2024 committee meeting to develop a work plan for the Advisory Committee on Research, including considerations for the frequency of survey to soil and water conservation constituents. Seconded by Osterman, and the motion carried unanimously.

Item #5 Member Updates with Possible Discussion

Webster informed the Committee that this would be her last meeting. Webster thanked the committee for works accomplished since its inception. Grasshoff thanked Webster for her thoughtful insights and service.

Item #6 Planning for the Next Advisory Committee Meeting

Chair Grasshoff, indicated Committee members should plan for a 1 hour meeting on Tuesday, January 9th, 2024.

Item #8 Adjourn

Motion

Webster motioned to adjourn, seconded by Osterman, and the motion carried unanimously. The meeting was adjourned at 10:12 am.

Respectfully submitted by,

Katy Smith, Bureau of Land and Water Resources
Division of Agricultural Resource Management
WI Department of Agriculture, Trade and Consumer Protection

- 3) Area meetings of the Wisconsin Land and Water Conservation Association if the board member has been invited to participate in the meeting in his or her capacity as a member of the Land and Water Conservation Board.

B. Prior Approval Required

Board members will receive per diem and expenses for attending any other meetings, other than those listed in Section VII, A, or activities, only if prior approval has been obtained from the board chair, with the concurrence of the ARM Division administrator.

VIII. COMMITTEES

The board shall set forth the composition of any committees it establishes, the areas or matters concerning which such committees shall advise the board, the specific duties and responsibilities the board expects them to perform and discharge, and such other matters as the board deems relevant to individual committees. Board advisors serving on a committee shall not vote on committee actions.

An executive committee of the LWCB Officers may meet as necessary to fulfill responsibilities of the LWCB.

A. LWCB Advisory Committee on Research

The LWCB Advisory Committee on Research purpose shall be to create, implement and oversee the process for the State of Wisconsin Land & Water Conservation Board to advise the Universities of Wisconsin (formerly known as University of Wisconsin System) on research and outreach needs relating to soil & water conservation. The Committee will provide oversight of a sustainable, lasting process which involves all Board members and advisor organizations as part of the normal agenda of the Board.

Members of the LWCB Advisory Committee on Research shall have terms concurrent with their regular LWCB appointment. New members may be appointed by the Board Chair in the event of a vacancy. No more than 5 voting members of the Land and Water Conservation Board, of which at least one member shall be a county land conservation committee member elected under s. 15.135(4)(b) 2., and 2 advisors, being the:

- The dean of the College of Agricultural and Life Sciences of the University of Wisconsin-Madison, or their designee,
- and the director of the University of Wisconsin-Extension UW-Madison Division of Extension, or their designee

may serve on the committee at any one time.

IX. REVIEW OF AND AMENDMENTS TO THE BYLAWS

Bylaws shall be reviewed at the December meeting of even numbered years. These bylaws may be altered, amended or repealed and new bylaws may be adopted by an affirmative vote of six members present at any regular meeting provided that notice of each proposed change hereof or addition hereto has been delivered personally, or electronically transmitted to each member at such address as the member shall have designated to the board, not less than 10 days prior to the time of meeting at which the proposed change or addition is to be considered.

X. STAFF ASSISTANCE