



Advisory Committee on Research Agenda

March 7, 2023

The Advisory Committee on Research ("Committee") to the Land and Water Conservation Board ("LWCB") will meet on March 7, 2023 at 9:00 am via Microsoft Teams. To attend the meeting, join by telephone at 608-571-2209 with Conference ID 679 983 370# or click the following Teams [hyperlink](#). The agenda for the meeting is shown below.

AGENDA ITEMS AND TENTATIVE SCHEDULE:

- 1 Meeting Called to Order – **Bobbie Webster, Committee Vice-Chair**
 - a. Roll Call
 - b. Open meeting notice
 - c. Approval of meeting agenda
 - d. Approval of January 12, 2023 meeting minutes
- 2 LWCB Survey Status Update
Zach Zopp, DATCP
- 3 Discuss Committee Products: Recommendations, Web Content, and Messaging, to LWCB and the Public
Bobbie Webster, Committee Vice-Chair
- 4 Discuss Committee Expectations for the LWCB in June and August
Bobbie Webster, Committee Vice-Chair
- 5 Member updates with possible discussion
- 6 Planning for the next Advisory Committee Meeting -
Bobbie Webster, Committee Vice-Chair
- 7 Adjourn

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

**January 12, 2023
Microsoft Teams Meeting**

Item #1 Call to Order – Roll call, open meeting notice, approval of agenda, approval of November 1, 2022 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 January 12, 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 **9:03 am**.

Committee Members Present

Members: Ron Grasshoff, Monte Osterman, and Tim Anderson (*Designee for Brian Weigel*). A quorum was present.

Committee Advisors Present

Advisors: John Exo

Approval of Agenda

Motion

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

Approval of Minutes

Motion

Osterman motioned to approve the draft minutes of the November 1, 2022 meeting minutes as presented, seconded by Anderson, and the motion carried unanimously. The approved minutes shall be posted as the official meeting record for publication on the LWCB website.

Item #2 Election of Committee Officers

The Committee conducted an election of officers from the floor in the following order.

Nomination for Chair

Osterman nominated Grasshoff as Chair, seconded by Anderson.

Motion

Osterman motioned to close nominations and nominate Grasshoff for Chair, seconded by Anderson, and the motion carried unanimously. Chair Grasshoff closed nominations.

Osterman motioned to elect Grasshoff to serve as 2023 Committee Chair, seconded by Anderson, and the motioned carried by unanimous voice vote.

Nomination for Vice Chair

Osterman nominated Webster as Vice Chair, seconded by Anderson.

Motion

Osterman motioned to close nominations and nominate Webster for Vice Chair, seconded by Anderson, and the motion carried unanimously. Chair Grasshoff closed nominations.

Osterman motioned to elect Webster to serve as 2023 Committee Vice Chair, seconded by Anderson, and the motioned carried by unanimous voice vote.

Item #3 Update from Survey Working Group

Department staff presented a draft copy of the electronic survey the working group prepared on November 21, 2022. The presented survey is a continuation of a draft survey originally presented to the Committee on November 1, 2022.

Item #4 Discussion and Vote on Stakeholder Outreach Letter & Electronic Survey

Chair Grasshoff, opened the floor for discussion on the draft letter and electronic survey the Committee intends to send, on behalf of the Board, to stakeholders and partners. The draft letter and survey were originally presented to the Committee on November 1, 2022; at that time, the Committee tabled the vote to approve/deny distribution of the letter and electronic survey. A brief discussion occurred regarding the information provided to survey respondents and response options in the electronic survey. Prior to the meeting, Webster offered revisions to the survey and the committee concurred with Webster's recommendations. The Committee added the revisions to the text of the survey before proceeding with a decision.

Motion

Osterman motioned to take from the table the November 1, 2022 vote on the stakeholder outreach letter and electronic survey, seconded by Anderson, and the motion carried unanimously.

Motion

Osterman motioned to approve the stakeholder outreach letter and electronic survey, as revised by the Committee on January 12, 2023, as the final document for distribution by the Committee, seconded by Anderson, and the motion carried unanimously.

Item #5 Discussion and Potential Vote on Actions Necessary to Implement Stakeholder Outreach

Chair Grasshoff, opened the floor for a general discussion regarding the Committees next steps to gather stakeholder feedback regarding research and outreach needs related to agricultural soil & water resources. The Committee discussed how it would communicate with stakeholders to distribute the survey, analysis of survey results by Department staff, the survey response window (30-days, with a reminder after 14 days) and the start date for the survey. The Committee also set a deadline of

February 10th for Committee members and advisors to turn in their assigned stakeholder contact lists to Department staff.

Motion

Osterman motioned for Department staff to distribute the approved stakeholder outreach survey on February 23rd, 2023, seconded by Anderson, and the motion carried unanimously.

Item #6 Member Updates with Possible Discussion

John Exo reported he was retiring from UW-Extension this April and would no longer be able to serve the Committee. John thanked the Committee for the opportunity to serve. The Committee extended its appreciation to John for his service to the Committee, his advocacy to create the Committee, and his efforts to guide the scope of the Committee’s role and duties.

Item #7 Planning for the next Advisory Committee meeting

Chair Grasshoff, opened the floor for a general discussion regarding agenda items for the March 7, 2023 Committee meeting. The Committee discussed planning for the following topics at the March 7, 2023 meeting: analysis of survey respondent data, timeline for the Committee to complete its work, and formatting the final work product of the Committee for the 2023 survey.

Item #8 Adjourn

Motion

Osterman motioned to adjourn, seconded by Anderson, and the motion carried unanimously. The meeting was adjourned at 10:16am.

Respectfully submitted by,

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