



# Standards Oversight Council (SOC)

Supporting Technical Standards for Urban and Rural Soil and Water Conservation

702 E. Johnson Street, Madison, Wisconsin 53703  
(608) 441-2677 || Fax (608) 441-2676 || soc@wlwca.org || socwisconsin.org

## DRAFT COUNCIL MEETING NOTES

Tuesday, May 7, 2013 || 9:00 am – 12:00pm || DATCP, Madison, WI, Room 172

Attendees: Pat, Mary Anne, Gretchen, Richard, Ken, Jim. On phone: Bruce, Perry.

### Action Items

- Gini to delete DSPS on website and in handbook.
- Gini to add “Inter-agency Training Committee update” as a regular agenda item or update.
- Gini to update budget format that condenses expense line items. Add a note that states ‘Payroll Expenses’ include salary and benefits.
- Gini to check in with Todd/JR regarding a potential workshop/report on ‘Waste Mgmt Standard Lessons Learned After 1-Year of Implementation’ regarding waste mgmt standards.
- After speaking with Todd and JR, Gini and Ken to work together on potential interview process for creating above ‘workshop/report’ and how to capture that information.
- Gini to update the TSA with suggestions noted below. Pat and Mary Anne to confirm standards that are scheduled to be updated in the future.
- Council to review and comment on updated Technical Standards Needs survey for Gini to post and announce final survey to website by July 1<sup>st</sup>.
- All Council members to encourage staff and appropriate technicians to respond to the survey.
- Richard to send Gini link to NRCS Table of Contents page listing all of the standards.
- Richard to refine SOC policy memo with suggestions from Council.
- Pat to secure room at NRCS for Aug 8 meeting.
- Pat/Jim/Perry will develop a few questions that we can present to Mr. Bramblett for discussion on the agenda.
- Gini will develop a draft 2014 – 2016 Work Plan to start Work Plan discussion at next meeting.
- Jim/Gini to work on developing a separate staff work plan that outlines more specific staff duties, tasks, activities for SOC priorities.

### General Updates/Review of March 5th Action Items

- Staff report shows updated categories for program work areas and accumulated percent of time spent in each category for the year to date.
- 313 Standard training canceled due to staff workload. DNR and others were not aware of trainings, and reiterates the need for a coordination of trainings.

### 2013 Actual vs. Budget Review

The 2013 year-to-date actual expenses versus 2013 budget report was shared. The amount of funds in Outreach and Networking line items is a place holder for potential activities that the Council defines as priorities to advance our mission in standards development and implementation.

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**DATCP**  
Richard  
Castelnuovo  
(608) 224-4608

**WDNR**  
Gretchen Wheat  
& Mary Anne  
Lowndes  
(608) 264-6273

**NRCS**  
Pat Murphy &  
John Ramsden  
(608) 662-4422

**UWEX**  
Ken Genskow  
(608) 262-8756

**WLWCA Reps**  
Perry Lindquist  
(262) 548-7867  
& Bruce Olson  
(608) 785-9867

**WLWCA Staff**  
Jim  
VandenBrook  
(608) 441-2677

The Council has the challenge and opportunity to allocate available resources to priority programs areas. The Council discussed developing a “Lessons Learned After 1 year of Implementation” for 313 Standard and other waste management standards. Ken could help with developing a format for reaching out to and capturing information from private sector, county and NRCS field staff that provides the content for a Lessons Learned report/workshop.

**Team Updates Outcome: Share progress of current standard teams.**

- Permeable Pavement standard development team – next meetings: May 15, Jun 25
  - The USGS/WDNR/County Material Corporations research team has adjusted scope of permeable pavement research to match available funding resources. Construction is planned to begin this spring.
  - The team plans to have 1<sup>st</sup> draft available to initial reviewers in late summer, and submitting final draft standard to custodian before research results are available.
  - The team is currently engaged with researchers across the county and reviewing literature to develop a chart offering pollutant reduction credits.
- Nutrient Management standard revision team – next meetings: May 16, Jun 11
  - The team has met three times, still in the ‘storming’ stage, and is currently focusing on building foundation of background knowledge, developing trust, and creating a work plan for moving forward.
  - By June meeting the team hopes to begin tackling the key issues in the Team Charge.
  - NRCS may hold State Tech Committee listening sessions for engaging other partners in giving feedback to the 590 team.
  - NRCS 590 standard cannot accomplish needs of all agencies, and will focus on mission of NRCS in a balance between agronomic productivity and natural resource conservation. The 590 standard is an essentially voluntary management tool that can address many of the concerns with nitrates and phosphorus. Although, other agencies may have to take on more stringent environmental concerns.
  - Council and 590 team should be aware of potential flare-ups that may occur with any key decisions being made by 590 team and release of ATCP 50. Many people may not clearly distinguish between the two.
- Other EZ Process standards
  - NRCS Filter Strip – NRCS has a draft of new Filter Strip standard and plans to reach out to counties to get feedback. Pat will be attending WLWCA County Con meeting to notify participants of draft and request for input. We may need to reiterate that local ordinances may require different setbacks than requirements of the standard.
  - Storm Drain Inlet Protection for Construction Sites – An update to this standard is not as urgent as previously thought, as DOT is not pushing to update standard immediately. Mary Anne will be hiring new staff that will lead this standard revision.

**Technical Standards Needs Survey / Process for updating Work Plan**

The draft of the new online survey was reviewed and suggestions made. Gini will make edits to survey and resend link to Council members. The Council members will review and approve survey over email. Gini will post final survey to the website and announce that survey will be open for responses from July 1 to July 31<sup>st</sup>.

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<b>DATCP</b> Richard Castelnuovo (608) 224-4608	<b>WDNR</b> Gretchen Wheat & Mary Anne Lowndes (608) 264-6273	<b>NRCS</b> Pat Murphy & John Ramsden (608) 662-4422	<b>UWEX</b> Ken Genskow (608) 262-8756	<b>WLWCA Reps</b> Perry Lindquist (262) 548-7867 & Bruce Olson (608) 785-9867	<b>WLWCA</b> Jim VandenBrook (608) 441-2677
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- Audience: all technical standard users. Send announcement to Tech Committee, Area Associations, Area Field Offices. Possibly set up a phone tree for regional folks to call three other people to encourage them to complete the survey.
- Gini will add an open-ended question regarding training needs. Do staff need training on most commonly used standards? Do we need to spend more time and resources on training for proper implementation of standards or more resources on updating current standards?
- Gini will also add some language to the top of Contact Us page on website to signify that anyone can give feedback on any one standard at any time. Those comments will be compiled and taken to custodian for review.
- Gini will create an introduction to the survey that states we've made changes to this survey, are using the feedback to refine the Work Plan, and will use participation and responses to determine if the survey is needed in the future. We will try to minimize duplication, cross-postings of emails. Council representatives will contact staff, colleagues to encourage more personal invitations to others to complete the survey.
- Gini will look into creating a reference document (pdf) that lists all the standards and include it with the survey. Or at least provide links to all standards on DNR and NRCS websites.
- DNR standards for Work Plan – Filtration Devices and Toxicity of Land-Applied Erosion Control Products (containing polyacrylamide, PAM)

### Next Meeting Plan

- Aug 8 meeting at NRCS – draft agenda... Jimmy Bramblett intro, Work Plan, Budget
  - i. Council updates/Staff report review/Budget review
  - ii. Review of Policy Memo/Introduction to Importance of SOC collaboration and process – Reiterate Wisconsin's unique structure for implementing soil and water conservation programs. SOC provides a venue for agency and key stakeholder collaboration across the state. The unified technical standards and joint mission are the common threads that tie the SOC representatives together.
    1. Suggestion to shorten memo, define three key points in the front, and have appendices or more background information towards the back
    2. Add SOC's guiding principles to memo
  - iii. Introduction of each Council representative and their role/affiliation with SOC
  - iv. Opportunity to hear Mr. Bramblett's perspective
    1. Pat/Jim/Perry will develop a few questions that we can present to Mr. Bramblett for discussion. For example: How does he see SOC fitting with State Tech Committee? Are there other perspectives or example of inter-agency collaboration for us to refer to? Is there anything else he would like us to cover?
  - v. Review Summary of Technical Standards Needs Survey data
  - vi. Refine 2014 – 2016 Work Plan. Begin with explanation of three different processes for standards development/revision.
    1. Gini will draft a Work Plan before meeting, and consider a more user-friendly format.
- Nov 5 – Work Plan implementation and refinement.
  - i. Use this meeting to refine staff work plan based on standards work plan.

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## Outreach Plan for SOC

The Council is aware of needs to develop an outreach plan and priorities. The Council will work to provide direction to staff on outreach and networking activities. Audio or video clips may be used to explain SOC processes, recruit team members, and relay success stories of standard implementation. Council will further discuss opportunities at a future meeting.

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