



Standards Oversight Council (SOC)

Developing effective technical standards that protect Wisconsin's natural resources

131 W. Wilson Street, #601, Madison, Wisconsin 53703
 (608) 441-2677 || Fax (608) 441-2676 || socwisconsin.org

COUNCIL MEETING NOTES

Thursday, February 7, 2019 || 1:00 – 4:00 pm || DATCP, 2811 Agriculture Drive Room 411, Madison, WI and Via Phone

1:00 – 1:05 Welcome

Meeting Attendees – all via webinar and phone due to sleet and ice

- DATCP - Richard Castelnovo, Matt Woodrow
- DNR – Mary Anne Lowndes, Gretchen Wheat
- DOT – Dan Schave
- Extension – Chad Cook
- NRCS – Eric Hurley, Scott Mueller
- WI Land+Water, County - LaCrosse County – Bruce Olson
- WI Land+Water – Kate Brunner, Matt Krueger

1:05 – 1:20 Review previous action items

Previous action items were completed:

- Richard – DATCP standard description was finalized, applications received, then the team selected in December
- Kate – Meeting dates and locations set up for 2019, including calendar invitations. Future meetings will be on May 9, 2019 (at NRCS), August 8, 2019 (at DNR), and November 7, 2019 (at DATCP).
- Kate – Kate and Matt revised the SOC Handbook and circulated a redlined draft. Some comments received, but still time to comment.

1:20 – 1:30 Review SOC Technical Standards Process Handbook Updates

We review on-screen some of the more substantial edits/questions raised in review thus far. Edits were made directly to the file with the group collaboration. Some extended Handbook edits with action items:

- SOC Handbook mentions that meetings should be announced by public notice. Right now, SOC website posts dates, locations and agendas for all team meetings a week in advance, but no email or formal notice sent out beyond the team. SOC website does not include locations or agenda for the quarterly SOC advisory committee meetings like this one today; we have only posted dates and, when approved, the final minutes. WI Land+Water bylaws indicate meetings will be announce by public notice; not sure if this includes SOC. Mary Anne and Richard believe we may need to provide notice all SOC meetings since SOC is collaboration with their agencies. **Mary Anne** and **Matt** will look into this further.
- Technical Standards Needs Assessment questions were updated with last survey with help from a social scientist. **Kate** will confirm that questions in Appendix H are same as the last survey, and change as needed.

DATCP Richard Castelnovo (608) 224-4608 Matt Woodrow (920) 427-8505	WDNR Mary Anne Lowndes (CHAIR) (608) 261-6420 Gretchen Wheat (608) 264-6273	NRCS Eric Hurley (608) 662-4422 Scott Mueller (608) 662-4422	UW-Madison Div. of Extension Chad Cook (920) 232-1990	County LCDs Perry Lindquist (262) 548-7867 Bruce Olson (608) 785-9867	WI Land+Water Matt Krueger (608) 441-2677	WisDOT John Rublein (608) 246-7953 Daniel Schave (608) 264-8417	USACE Rebecca Graser (262) 641-6498
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Kate will complete merging all the comments received to the SOC Handbook, including those received in past 24 hours, and will recirculate as final draft so this committee can take a final pass with latest revisions.

1:30 – 2:00 Team updates

- **DNR standards**
 - **1008 Permeable Pavement** – Annual check-in meeting postponed; not yet rescheduled.
 - **1009 Rain Garden (Modified)** – Standard previous finalized (Sept. 2018). Homeowner's rain garden manual finalized with PDF files published online in January 2019. No training is planned. Notice of the standard and the manual was posted on the SOC listserv and WI Land+Water county conservation department listserv. Kate will look into whether there may be other departments that would benefit as it relates to shoreland zoning.
 - **1010 Proprietary Filtration Devices (Full)** – Ongoing - Monthly team meetings. Making progress, though cancelled the January meeting due to team leader sickness. We continued discussions on available technologies and programs in other states. Team anticipates using existing out-of-state program as starting point, with additional WI-specific criteria.
 - **1052 and 1053 Erosion Mat Channels (Modified)** – Broad review responses were made by DNR (Wood and Bekta) and both updated standards were published final November 2018.
 - **1061 Dewatering (Modified)** – Ongoing. Initial review Oct. 1-31. DNR Team Leader (Kucher) still reviewing and responding to Initial Review comments. Broad Review release in 2019.
- **NRCS standards**
 - **No Standards Updated in 4th Quarter 2018.** Still on-hold due to new document management system with specific steps in amending federal standards.
 - **Training** – 313 et.al. webinar training held on 12/18/19
 - **Update on Conservation Standard Document Process.** Kate attended an NRCS training the past 2 days regarding the new standard Document Management System. NRCS is working with Kate on next steps using new standard, and how SOC and Kate would be incorporated into the new NRCS process. Kate may work more on technical notes or other companion documents more than the standard.
 - **Possible Farm Bill implications to standards.** New Farm Bill says all federal standards need to be reviewed within a year. The feeling at NRCS is that there won't be a lot of new changes since standards are already reviewed every 5 years, but there could be a surge of federal standards in the next year.
- **DATCP update**
 - **01 Verification of Land Features (Full)** – Call for Team Members open 11/21/18. First meeting postponed; now 2/28/19. The team leaders and I have to review the starting point and they have also coordinated with DNR. Although first meeting was cancelled, we have assigned at home reading to prepare the team.

2:00 – 2:45 Financials & Budget

- **Review 2018 year-end financials.** We review the draft 2018 year-end financial report on-screen. The 3rd and 4th quarters were overall less expensive than previously budgeted. There was less standard team work than a typical year, and we had tightened the budget since there were higher spending in 2nd quarter due to staff turnover/overlap. Overall for the year, we are under the amended budget amount by about \$3,000.
- **Review final 2019 budget.** For 2019, we are anticipating a higher budget of \$123,926. This incorporates cost-of-living salary increases, and restores some of the expense categories that were reduced in 2018. We expect a resurgence in team meetings, including DATCP Standard 01 which will have travel to Oshkosh area, and NRCS work to resume.
- **Annual Report – Revise and finalize Annual Report text.** Coordinate distribution of digital and print copies. We review the redlined annual report text on-screen. Kate will compile redline version with all comments

received then recirculate for final review before it goes to final editing and the graphic polish, then to the printer around Feb 20.

2:45 – 3:00 Review action items, next meeting agenda items

Next meetings: May 9, 2019 (NRCS), August 8, 2019 (DNR), November 7, 2019 (DATCP). **The host agencies should confirm meeting room. Let Kate know if there is a conflict in hosting.**

Mary Anne – will inquire at DNR about public noticing requirements and process.

Mary Anne – will confirm meeting room for August DNR meeting.

Matt – will inquire with Perry and others to confirm WI Land+Water public notice requirements for meetings and confirm policy moving forward.

Kate – finish compiling edits to drafts of both SOC Annual Report and the Handbook; circulate redlines of both to this advisory committee for final review and comment.

3:00 End



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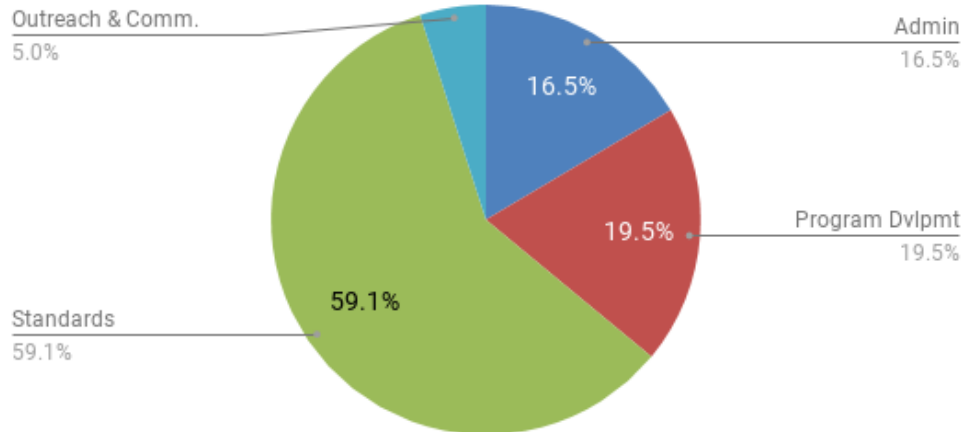
Staff Report for 10/01/18 – 12/31/18

Activities of SOC Program Manager Kate Brunner

Standards

- **1008 Permeable Pavement:** Coordinating for annual check-in meeting to review 2018 research by USGS. Jan. meeting postponed due to weather.
- **1009 Rain Gardens:** A subset of the standard team finalized the updates to the homeowner's manual and standard text it was published on DNR website in January 2019. Two PDF versions were created: a full-color version with graphics and a more simplified, printer-friendly version. There are no plans to print hard copies at this time.
- **1010 Proprietary Filtration Devices:** The team continued to meet regularly though cancelled the January meeting due to team leader sickness. We continued discussions on available technologies and programs in other states. Team anticipates using existing out-of-state program as starting point, with additional WI-specific criteria.
- **1052 and 1053 Erosion Mat Standards:** Circulated for Broad Review 9/20 to 10/9/18. There were 5 reviewers with 13 comments on 1052, and 6 reviewers with 10 comments on 1053. DNR leaders prepared responses to each comment and finalized the text. SOC PM emailed each reviewer the standard version tracked with their comments and responses from DNR. Both final standards were published November 2018.
- **1061 Dewatering:** Modified Process, no team meetings. Initial review of standard was 10/1 to 10/31/18; there were 45 comments from 8 reviewers. Responses are being prepared by DNR Team Leader, after which we'll post revised draft for Broad Review.
- **01 Verification of Land Features:** Call for Team Members was open 11/21 to 12/9. Team members were selected by DATCP Team Leaders with DNR input in December. First meeting postponed due to snow storm; will meet 2/28/19.

4th Qtr % Program Manager Time



SOC Program Development

- Coordinated and attended quarterly SOC advisory committee meeting (11/7/18);
- Acted as a liaison between agencies and county land conservation departments regarding technical issues, particularly through the WI Land+Water's Fall Technical Tour on 10/24/18, WI Land+Water Technical Committee meeting on 12/6, and at Winter County Conservation Meeting on 12/6 (attended only 1st day).

Outreach

- Presented overview of SOC at New Employee Training at DATCP on 10/16;
- Attended the Discovery Farms Conference on 12/12 to review trends in agriculture and develop relationships with NRCS, DATCP, county staff, and agriculture industry to support program development and outreach for current SOC work;
- Provided SOC update in WI Land+Water December 2018 newsletter;

- Updated SOC website content on homepage news items, team pages, and events calendar;
- Maintained SOC listservs for standard announcements, added new members and corrected/updated information for inactive email addresses;
- Managed submissions for Technical Photo Gallery. Posted updates and sent out announcements to listservs on 12/20/18.

Training & Conferences

- Outreach and coordination of webinar for DNR 1057 Trackout Control Practices standard on 10/18 and NRCS 313 et.al. on 12/18.

Administration

- Prepared 2019 draft budget and tracked 2018 expenditures
- Completed 4th quarter expense reports and time sheets;
- Completed 3rd quarter reports for funders;
- Participated in WI Land+Water staff meetings.