



# Standards Oversight Council (SOC)

Developing effective technical standards that protect Wisconsin's natural resources

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## 1072 Horizontal Directional Drilling Standard Team

### MEETING AGENDA

Friday, October 11, 2019 ▲ 9:30am – 3:00pm ▲

Dane County UW Extension, 5201 Fen Oak Drive, Room 121, Madison, WI 53718

**9:30 Welcome & Introductions** (Kate, Team)

Goal: Familiarize team with other members and their experience related to this standard.

**10:00 SOC Process, Team Responsibilities** (Kate, Kim)

Goal: Establish understanding of SOC process & member expectations

**10:30 Current Resources, Goals & Sideboards** (Mary Anne Lowndes, Kim)

Goal: Provide an overview of the objective of this new standard, how it will be used and by whom, and why it is being created. Define team mission & set sideboards.

**11:15 Break**

**11:30 Group Agreements and Decision-Making** (Kate)

Goal: Allow group to develop a common understanding of how we'll operate as a group and have an opportunity to further define member expectations.

**12:00 Lunch, provided**

**12:30 Key Issues for Standard** (Kim, Kate)

Goal: Gather input from team on issues with HDD and strategies to avoid, minimize, and remediate inadvertent releases. Group like ideas and the figure out what to tackle.

**1:30 Prioritize Issues** (Kim, Kate)

Goal: Identify and understand the priority topics. Identify steps to tackle the first items), with team member skill set identified.

**2:00 Break**

**2:15 Team Timeline and Meetings** (Kate)

Goal: Set timeline for drafting, reviewing, and completing the standard. Set future dates & location.

**2:45 Plan of Action** (Kate, Kim)

Goal: Review Action Items and agenda items for next meeting.

**3:00 End**