



Standards Oversight Council (SOC)

Developing effective technical standards that protect Wisconsin's natural resources

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COUNCIL MEETING NOTES

Thursday, August 8, 2019 || 1:00 pm – 3:30 pm || DNR, 101 S. Webster Street, Room #413, Madison, WI

1:00 Welcome

Meeting Attendees

- DATCP - Matt Woodrow, Bart Chapman
- DNR – Mary Anne Lowndes, Gretchen Wheat
- DOT – Dan Schave
- Extension – Chad Cook (phone)
- NRCS – Eric Hurley, Steve Becker, Scott Mueller
- WI Land+Water – Kate Brunner

Richard Castelnovo has retired and there are staff changes at DATCP. In the past year NRCS has also filled some open positions. We agree to add Bart Chapman as a DATCP representative to replace Castelnovo and add Steve Becker as an NRCS representative to replace Scott Mueller. **Kate** will update the SOC website, committee email group list, and letterhead.

Review previous action items

All previous action items were completed – the Technical Standards Assessment survey was completed and released to the public. We'll be discussing the results and implications of that survey later today.

Team updates - See attached Staff Report for a summary. Additional discussion points below.

- **DNR standards**
 - **1010 Proprietary Filtration Devices (Full)** – Ongoing – Still holding regular meetings, working through written document. There will be both a standard and a tech note. The standard is using WA certification known as TAPE as the starting point and adding some clarifications and adjustments for WI. Review mid-point team survey results. Results are very favorable and the team seems to be working together smoothly. Negative comments to the survey were related to off-track conversations and spreading out action items to more team members. Kate will share the summary with the DNR Team Leader.
 - **1061 Dewatering (Modified)** – Ongoing – Broad review coming soon. There is no team; there was an Initial Review with the members of the previous team. There has also been an internal DNR review and DOT review. A new Team Leader has been assigned (Pete Wood) and he's getting up to speed on the current status. Responses to all initial review comments being addressed, which will be followed by Broad Review.
 - **Horizontal Directional Drilling (Full--NEW)**. Opened for applications on 8/1. So far just 2 applicants: someone from a utility company and someone from DNR wetlands and waterways. Any specific outreach to encourage applications?

DATCP	WDNR	NRCS	UW Div. of Extension	County LCDs	WI Land+Water	WisDOT	USACE
Matt Woodrow (920) 427-8505 Bart Chapman (608) 224-4608	Mary Anne Lowndes (CHAIR) (608) 261-6420 Gretchen Wheat (608) 264-6273	Eric Hurley (608) 662-4422 Steve Becker (608) 662-4422	Chad Cook (920) 232-1990	Perry Lindquist (262) 548-7867 Bruce Olson (608) 785-9867	Matt Krueger (608) 441-2677	John Rublein (608) 246-7953 Daniel Schave (608) 264-8417	Rebecca Graser (262) 641-6498

- Kate reached out to John Panuska at UW Madison Extension and got several recommendations on the research side.
 - Kate reached out to some consulting engineers on other SOC teams to spread the word to their utility clients and their internal geotech and civil teams who work on HDD projects.
 - County and local government probably won't apply--the legislature has exempted utilities from county permits.
 - **Dan** will pass this application announcement around DOT and see if there might be interest in participation by DOT, or by consulting engineers or contractors they've worked with.
 - HDD is used on irrigation lines so there are agricultural engineers that might be interested. **Kate** will send out the announcement to the SOC agricultural listserv.
- **NRCS standards**
 - **No Standards Updated in 2nd Quarter 2019** – Any NRCS standards coming to SOC soon?
 - Update on standard process changes
NRCS standard work has been on hold to wait for this new software/document management system. WI was slated to migration in August though they don't have confirmation.
 - NRCS WI staff are looking at standards that were recently updated at federal level to see which, if any, have substantial enough changes to warrant modified or full process work. Building a team takes about 2-3 months just to get to the first team meeting so planning ahead is important.
 - Coming soon, after system migration, are a collection of interrelated wildlife standards, nutrient management, integrated pest management, stream habitat, streambank and shoreline protection, subsurface drain, and waste closure.
 - **DATCP standards**
 - **01 Verification of Land Features (Full)** – Ongoing. Regular meetings, Team has made progress with decisions.
We are making progress with each meeting and started making some decisions. The focus has been on learning about the different technologies and how they can be used and interpreted. Accuracy has been important since between the margin of error in the method/methods for verification, the GPS and the manure spreading, the information may lose its original accuracy. When we are talking about the difference between bedrock 2' deep, 3' deep and 5' deep, a drift in accuracy could be more significant. Team is working through initial issues, though there are also still new issues coming up: for example, last meeting we were hearing from DNR regarding borehole abandonment and the team realized there may be an issue with identifying and reporting depth to water since DNR requirements are different depending on the water table.

Financials & Budget

- Review Q2 financials – See Budget Update table attached. We are on-track with spending compared to our budget.
- DATCP recently announced their funding for next year, which included an increase of \$3,000 to SOC (from \$35K to 38K).

Technical Standards Assessment (TSA)

- Review 2019 survey results and comments to draft report
 - **Distribution:** TSA distribution was online, via Survey Monkey. The distribution list was SOC urban and ag listservs, WI Land+Water LCD and LCC listservs, DNR GovDelivery, DATCP Land and Water Bureau listserv and NRCS Tech Service Providers. Brunner also reached out to associations and organizations whose members use standards, like: NASECA, WAPAC, ASCE and farmer groups. The introduction email to the survey also requested that recipients forward the survey on to their colleagues and wider network to help spread the word.

- Draft TSA Report starts with a 2-page executive summary, followed by detailed responses for each question.
- **Responses:** Much higher individual responses than last TSA. Generally there was greater participation by private sector than in the past. NRCS and DNR will review responses and see if there are priorities to adjust with upcoming standard updates.
- Training-related responses were also shared with SITCOM.
- Some training that was suggested in survey has already been done. **Brunner** will review the recorded webinars to see if there are recordings of past training for standards suggested need more training. If so, Brunner will share these links with listservs.
- Webinar training was suggested for the Rain Garden standard. **Brunner** will review results in more detail to see what sector these comments came from. Brunner will also check in with Lindquist (the Team Leader) to see if he could prepare a webinar.
- When each standard is updated, Brunner will also share individual standard-related comments with the Custodian, Team Leader and team (if present).
- Survey data can be queried differently if needed (like filter out ONLY those responses representing County Government).
- Kate will finalize the TSA Report.
- Discuss standard priorities for work plan development
 - Next steps – Work Plan Development:**
NRCS and DNR provided a list of standards slated for review as part of the survey. They will be updated based on agency priorities, resources, and information contained in this survey. By October 15, 2019, **MaryAnne**, **Eric** and **Scott/Steve** should send Kate the final list of standards targeted for the next 2 years and whether expected to be Minor, Modified or Full. The work plan is not rigid, and standard priorities may change but this list will then be incorporated into the next work plan. The draft SOC work plan will be finalized after the next SOC advisory meeting on November 7, 2019.
 - **Next steps – additional training:**
The TSA identified some recommended trainings. I forwarded an excerpt of the report relevant to training to SITCOM for their consideration.
Rain Garden standard was indicated as a priority for training, and there has not yet been a training on this standard. **Kate** will look into TSA survey data to identify if there was a specific work sector that requested training for the Rain Garden standard so our outreach is appropriate. **Kate** will check with **Perry** (the Team Leader) to look into a webinar training for the Rain Garden standard. **Kate** will also suggest Rain Garden training for the next WI Land+Water conference (March 2020).
Other standards listed as priorities for training have had relatively recent webinars or have not be updated in a while. **Kate** will review available webinars and see if any of the recordings are ALSO those listed as important in the survey. If so, she will send out reminders to SOC listservs regarding what webinar trainings are available.
 - Discuss possible changes for next survey (2021)
There were suggestions for a fact sheet or other tracking of what's changed in a revised standard. A redlined file isn't always possible but SOC usually tries to keep a tracked revision. A list summarizing changes will be prepared in the future. When a standard is published, the announcement notice often contains this summary, though that information is not maintained along with the standard.

Review action items, next meeting agenda items

Next meeting: November 7, 2019 (at DATCP)

Action Items from this meeting:

Kate will update the SOC website, committee email group list, and letterhead to reflect committee changes: Bart Chapman as a DATCP representative, and Steve Becker as an NRCS representative. **Dan** will pass around the HDD team application announcement to DOT reps that may be interested, and see if there might be participation by them or engineers or contractors.

Kate will send out the HDD team application announcement to the SOC agricultural listserv since there are ag applications (e.g., irrigation lines).

Kate will finalize the TSA Report.

Kate will look into TSA survey data to identify if there was a specific work sector that requested training for the Rain Garden standard so our outreach is appropriate.

Kate will check with **Perry** (the Team Leader) to look into a webinar training for the Rain Garden standard. **Kate** will also suggest Rain Garden training for the next WI Land+Water conference.

Kate will review available webinars and see if any of the recordings are ALSO those listed as important in the survey. If so, she will send out reminders to SOC listservs regarding what webinar trainings are available.

Work Plan Preparation: By October 15, 2019, **MaryAnne**, **Eric** and **Scott/Steve** should send Kate the final list of standards targeted for the next 2 years and whether expected to be Minor, Modified or Full.

Bart will confirm our room # for the 11/7 meeting at DATCP

Kate will prepare a Doodle poll to set up 2020 meeting dates.

Possible next meeting agenda item:

- How would DNR and DATCP utilize an NRCS standard?
- What do NRCS standard changes mean to other agencies?

Supplemental Meeting Materials: Q2 Staff Report, Q2 Budget Update, Draft Technical Needs Assessment Report

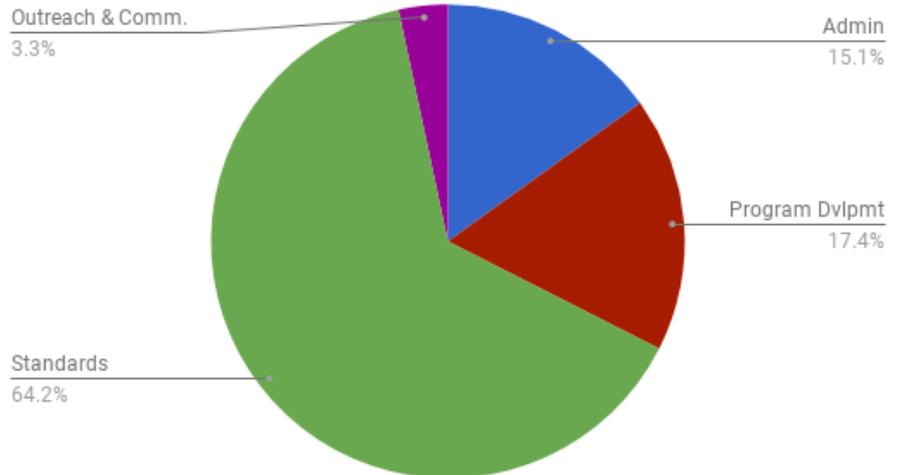
Staff Report for 2nd Quarter 2019 (4/1/19 – 6/30/19)

Activities of SOC Program Manager Kate Brunner

Standards

- **1010 Proprietary Filtration Devices:** Full process. The team continued to meet, though a little less regularly, as we worked through review and edit of the standard text. We are delving into details of an adjustment calculation and refining wording of specific criteria and considerations.
- **1061 Dewatering:** Modified process, no team meetings. Initial review of standard completed, followed by internal DNR review and DOT review. A new Team Leader has been assigned. Responses to all initial review comments being addressed.
- **01 Verification of Land Features:** Full process. The Team is meeting monthly and has been working through the key issues identified earlier in the process. We are making progress in some areas and starting to navigate some sticking points: whether sample density should change with depth and to what extent, and what is appropriate sampling reduction when intrusive methods are used in combination with geophysical techniques.

2nd Qtr % Program Manager Time by Program



SOC Program Development

- Coordinated and attended quarterly SOC advisory committee meeting (5/9/19);
- Acted as a liaison between agencies and county land conservation departments regarding technical issues, particularly through the WI Land+Water Technical Committee emails and meeting on 6/7/19, and NRCS State Technical Committee Meeting 4/18/19;
- Attended NRCS conservation practice standards writing workshop training (6/4/19 and 6/5/19);
- Finalized biennial updates to the *SOC Technical Standards Process Handbook*; and
- Developed and released the biennial Technical Standards Assessment survey.

Outreach

- Presented overview of SOC at Conservation Employee Training at DATCP on 4/3/19;
- Attended the UW-Madison Water and the WI Idea Symposium on 5/7/19 to review trends in water management and build relationships;
- Prepared SOC update for WI Land+Water June 2019 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; and
- Managed submissions for Technical Photo Gallery. Prepared summary for representatives of Technical Committee to review and followed up on questions.

Training & Conferences

- No standard-specific training performed via SOC during 2nd Quarter 2019.

Administration

- Tracked expenditures against 2019 budget
- Completed 2nd Quarter expense reports and time sheets;
- Completed 1st Quarter reports for funders; and
- Participated in WI Land+Water staff meetings.

Budget Update

Description	2019 YTD (Q1-Q2)	2019 Budget	% Remaining
Expense			
60000 · Audit	\$ 1,667	\$ 2,720	39%
62000 · Business Licensing & Insurance	\$ 827	\$ 800	-3%
63000 · Rent	\$ 3,063	\$ 5,250	42%
Total 64000 · Professional Services	\$ 350	\$ 1,150	70%
Total 65000 · Office Expenses	\$ 1,462	\$ 4,000	63%
Total 66000 · Payroll Expenses	\$ 43,453	\$ 90,606	52%
67000 · Prof. Development (L+W Staff)	\$ 61	\$ 1,800	97%
74000 · SOC Team Meetings	\$ 1,573	\$ 7,500	79%
Total 80000 · Conference	\$ 5,748	\$ 5,750	0%
86000 · Training Program Events (excl. conf	\$ -	\$ 1,500	100%
90000 · Networking (Partner Events)	\$ 9	\$ 750	99%
Total 95000 · Outreach	\$ 419	\$ 2,100	80%
Total Expense	\$ 58,630	\$ 123,926	53%