



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

Tuesday, November 10, 2020 || 1:00 pm – 4:00 pm

Online meeting

1:00 Welcome

Meeting Attendees (via phone/computer)

- DATCP – Bart Chapman, Matt Woodrow
- DNR – Bernie Michaud, Amy Minser
- DOT – Hans Hallanger
- NRCS – Eric Hurley, Steve Becker
- WI Land+Water (County LCDs) – Perry Lindquist (Chair), Matt Albright
- WI Land+Water (staff) – Matt Krueger, Kate Brunner

Absent: Chad Cook (UW-Extension)
Guest: Patrick Cardiff from Grande Cheese

Review previous meeting notes and action items

Most previous action items were completed. One open action item is to get agency signatures on the MOA, which we'll discuss later today.

A draft of the 9/9/20 Meeting Notes was emailed around to the team. No questions or edits were raised via email or in this meeting. The notes were approved by consensus and will be posted on the SOC website by **Kate**.

Team updates – See details on attached Staff Report; supplemental information below.

- **DATCP standards**
 - **01 Verification of Depth to Bedrock (Full)** – Team meetings complete; document in final DATCP review; publication soon. Publication expected mid to late Dec. The standard cannot be officially adopted by DATCP until ATCP 50 is updated. DATCP working on a guidance document for the counties to assist with implementing the standard before ATCP 50 is revised.

DATCP will be staging outreach and training, customized for each audience. There are 2 teleconference meetings in early December with the 15 counties to navigate the standard. In January, webinar training will be targeted to producers and to qualified professional types listed in the standard.

Adding this standard, along with other things DATCP is planning on update to ATCP 50, is considered a major update to the code, and therefore DATCP must go through the full approval process for state administrative rules. Because of the delay, Verification of Depth to Bedrock will not be eligible for DATCP cost-sharing until ATCP 50 is updated. Until then, use of the standard is voluntary.

Perry asked if the upcoming ATCP 50 update will include any language for DATCP adopting technical standards in general, per the statutes. **Matt W.** isn't sure but he'll review the draft scoping document and will consider adding this.

DATCP Matt Woodrow (Vice Chair) (920) 427-8505 Bart Chapman (608) 224-4608	WDNR Bernard Michaud (608) 266-5239 Amy Minser (608) 266-4359	NRCS Eric Hurley (608) 662-4422 Steve Becker (608) 662-4422	UW Div. of Extension Chad Cook (920) 232-1990	County LCDs Perry Lindquist (Chair) (262) 548-7867 Matt Albright (608) 637-5480	WI Land+Water Matt Krueger (608) 441-2677	WisDOT John Rublein (608) 246-7953 Hans Hallanger (608) 266-0279	USACE Rebecca Graser (262) 641-6498
---	--	--	--	--	--	---	--

- **DNR standards**
 - **1008 Permeable Pavement (Minor)** – Recent research on maintenance expected to result in changes to standard. DNR Team Leader working on edits later this year or early 2021. This is Minor Process but Pete Wood has convened the previous team for input.
 - **1010 Proprietary Filtration Devices (Full)** – Published in September 2020.
 - Team leader is presenting several online training webinars between Oct. and Dec. 2020. Eric Rortvedt has provided training at 2 different external events and also 1 WI Land+Water webinar, with a 2nd planned in December. The WI Land+Water webinar was very popular – 2nd date added because the first filled so quickly, and we are now at nearly 400 people registered between the 2 dates.
Tech standard includes spreadsheet for adjusting data so modeling software isn't required.
 - **Review exit survey results.** Much lower participation than expected, likely due to team switch to remote. Only 2 team members responded. All results were favorable with an “agree” or “strongly agree” to all questions.
One open-ended question about suggestions for improving the process instead offered a complement: “Kate did a great job of facilitating the meetings and “herding cats”. She allowed open discussion but also brought us back on track when needed.”
 - **1072 Horizontal Directional Drilling (Full)** – Team meetings on hold in Sept. and Oct., resume in November. Team leader was on medical leave for a while and now has resigned from DNR so Nov. meeting was cancelled. We hope to meet in December but DNR is deciding on how to approach Team Leader replacement (or options to keep Kim as external leader, private volunteer). DNR would like to fill their Stormwater Section Chief vacancy and get their input before deciding how to move forward.

They may also do an interim standard, though DNR isn't sure how this works at their agency. Kate is looking into precedent of this at DNR. They have had interim technical standards in the past but they don't have internal knowledge on this process. **Kate** is looking into past DNR use of interim standards, and the NRCS procedures which may be used as a starting point. Kate will also review previous versions of the SOC handbook which may also mention interim standards.
- **NRCS standards**
 - **Stream restoration (NRCS 395, 580, 582, and 584)** – Team meetings on hold in Sept. and Oct., resume soon. Team leader had health issues so meetings were postponed. Next scheduled meeting is in December.
Full process since all 4 standards reviewed concurrently--they are often used together, though they are distinct. Steve Becker is now working on the revised drafts of each of the 4 standards with team input, revising to NRCS requirements including simple editing like use of active voice.

These standards aren't going to address what people seem to have a problem with: WHEN is it appropriate to use specific practices? Engineering analysis and methods are tried and true but the referral criteria is the tricky part: when do we need to go to a bigger/different type of approach? Council discussed the concept of a guidance document on this decision-making process. Some of this is set up Section 3 of FOTG but the general agency intentions and philosophies aren't set up in a narrative document, nor will they be.

Steve hoping to finalize the standards in March; however, the team still has some parking lot issues to work through and we'll have both expert and public review periods.
 - **Composting (agricultural)** – document for composting to include pathogen reduction. This isn't within a SOC process so Kate not involved. Bernie is doing some work on this, also with Matt W and Pat Murphy. There is no progress to report and Bernie will let us know if we should put this on the agenda for next Council meeting.
- **Future standard work** – timing and steps for upcoming standard updates.
 - DNR expects to work on a new standard for enhanced phosphorus removal, though not very soon. They have reduced staffing right now and have other priorities. NRCS has an enhanced P reduction standard in other states, but not specific to ponds—**Eric** will send Amy the NRCS documents. MN has something in their MS4 permit.

- DNR is looking into a targeted performance standard for nitrate related to groundwater protection. Will SOC be implicated (i.e., tech standard on how to meet the perf. standard)? Eric H and Mike Stanek from NRCS are on TAC—they have identified the problem and how to verify it. DNR may need to create the standard.
- NRCS – Implementation requirements (job sheets) have changed recently to fit newer software, but they have not changed technically.
- Preparation time is helpful so Kate can prepare background work; let her know if there's standard work coming up. This is especially important if there will be team application process.

Financials & Budget – Review Q3 financials and budget comparison, proposed 2021 budget, and staff evaluation.

- Expenses have been lower than expected due to cancelled meetings. There have been **no** in-person SOC meetings since mid-March.
- Remote meetings are expected to continue in foreseeable future. We expect that the 2020 expenses may come in as much as \$7,000 or \$8,000 short from original budget.
- Proposed 2021 budget – Matt K reviews draft budget on-screen, though it's still in motion. WI Land+Water Executive Board would approve this in mid Dec.
 - We are anticipating the 3 grants funding SOC will continue to fund, but that county dues support will be lower.
 - Expenses will shift due to less in-person meetings (presuming meetings resume next year) and cost of living salary increases.
 - If we continue to have underspending into 2021, we could revisit the idea of funding a research project.
 - DNR suggests it would be useful to fund a literature study on enhanced phosphorus removal. Identifying sources and gathering of research papers could be done by Kate; though she indicates she's probably not able to dig into data evaluation.
 - DNR also has some stormwater research projects in progress that that could use funding.
 - Manure composting – field study for pathogen reduction that occurs. Pat Murphy's project with Discovery Farms has come up in the past and that may still be an option. Kate will reach out to Pat if it looks like there will be extra funds.
- We don't yet have a current contract from DNR though expectation is that we will get that confirmed for the funding requested, which held steady from the funding from previous years.
- Matt Krueger conducted Kate's performance evaluation. Next year we'll plan to get more outside input, like from team leaders Kate is working with. This will be reflected on the Performance Review Form in the SOC handbook, which is due for update next year.

Memorandum of Agreement – Status on signatures on final MOA

We have WI Land+Water and DATCP signatures to the MOA. DNR needs to use a specific signature software and therefore won't sign this in its current form. Kate is looking into reordering the signatures in the current signature train so that DNR is last and then switching software at that end. We may need to switch the full document to new software, Docusign.

If you aren't the one to sign, you can delegate to someone else.

Council members will route the final MOA to their respective agency signatory for digital signature. We are striving for execution with all signatures before the end of the calendar year.

SOC Program Outreach – Review and refine the plan for SOC's 25th anniversary in 2021.

The previous WI Land+Water Communications Director helped prepare an enhanced logo for use next year identifying it's the 25th anniversary. DATCP has offered to help with outreach since WI Land+Water no longer has communications staff (until early next year).

Kate started to prepare an outreach plan to define who, what and when, based on the ideas of this SOC advisory committee at the last meeting. There will be a graphic that looks similar to an advertisement, intended for a shorter email blast or possible event sponsorship. There will also be

some longer, more technical presentations to the specific custodian audiences identified by this committee at our last meeting. Though not specific to the 25th anniversary, Kate has been asked to present to the DNR urban runoff section in December. **Kate** will reach out to other audiences to see about presentation options.

Additional 2021 Planning

Council meeting dates –

Council discusses that Wednesdays tend to be bad days for SOC meetings. Because of Perry's upcoming retirement in mid-February, we'll plan to have the next meeting in early February. **Kate** will prepare Doodle poll with options for 2021 meeting dates—look for email in the next few days! **Council members** should participate in the poll right away.

Council changes

Perry retirement on Feb. 15, 2021. No one volunteered as the new chair but we'll decide at the next meeting.

Amy Piaget will be new WI Land+Water rep, to be approved by Board. Kate will start the introduction process and include her on Doodle poll for 2021 meetings.

DNR new section chief may also attend Feb. 2021 meeting. Amy Minser will keep us informed.

SOC Handbook update

Every 2 years we look at the handbook again and we're scheduled to do this again in 1st Quarter 2021.

Kate already made some notes based on her experiences with this program. She will make any suggested changes in redline then circulate to this council prior to the next meeting. Council members should review have any proposed edits at the next meeting.

Technical Needs Survey

This survey will be prepared by 2nd Quarter, and issued to public in summer 2021. Planning for similar questions to last year but we'll review and make adjustments early next year. Last survey Kate worked with a now-retired social scientist at DNR to adjust wording of questions and answer options. This may still be part of the process and we will consider this next year.

Meeting Closure – Focus on action items, next meeting agenda items

Action Items from this meeting:

- **Council members** will route the final MOA to their respective agency signatory for digital signature. Currently with DNR but they need a different signature software; Kate will attempt to move DNR to the end of this chain so we can switch the software for them at the end. We were striving for execution with all signatures before the end of the calendar year.
- ATCP 50 updates—will it include details for adopting tech standards? **Matt W** will review the scoping document and consider adding this if it's not already there.
- **Kate** is looking into DNR's past use of interim standards and how NRCS manages interim standards, for possible use with HDD.
- **Eric** will send Amy the NRCS documents on enhanced phosphorus removal.
- **Kate** will refine the 25th anniversary graphics and presentations and will start reaching out to groups to schedule the outreach.
- **Kate** will prepare Doodle poll with options for 2021 meeting dates. **Council members** should participate in the poll right away.
- **Kate** will make her suggested changes to the SOC Handbook in redline then circulate to this council prior to the next meeting in Feb. 2021. **Council members** should review and have any subsequent proposed edits at the next meeting.
- **Kate** will post final notes from September 2020 meeting on SOC website.

- **Kate** will draft notes from today's meeting and circulate to the Council members.
- **Kate** and **Perry** will prepare agenda for next meeting (date TBD in early Feb 2021). Topics to include:
 - Discuss Council changes
 - Confirm SOC Handbook update
 - Prepare for Technical Needs Survey

4:00 **End**

Supplemental Meeting Materials: Q3 Staff Report with 2020 Budget Update

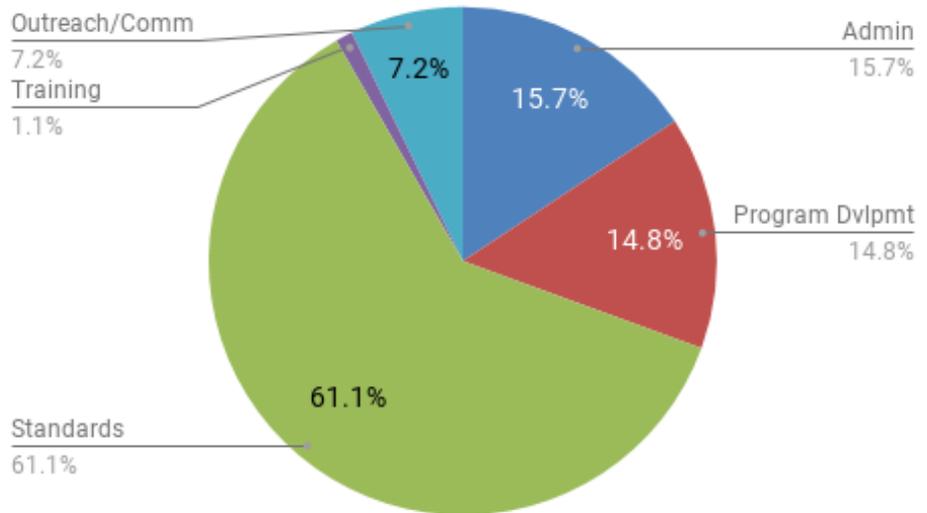
Staff Report for 3rd Quarter 2020

Activities of SOC Program Manager Kate Brunner

Standards

- **DATCP 01 Verification of Depth to Bedrock (formerly known as Verification of Land Features):** Full process, new standard. Final text being confirmed by DATCP, along with plan for outreach and training. Outreach will include SOC agricultural listserv, WI Land+Water LCD and technical committee listservs, previous reviewers, and DATCP agricultural partners list.
- **DNR 1008 Permeable Pavement:** After a team check-in meeting on 6/19/20, there were follow-up email discussions regarding edits to both criteria and considerations, largely related to maintenance. Although there has been team collaboration for some technical details, this is following Minor Process.
- **DNR 1010 Proprietary Storm Water Filtration Devices:** Full process, new standard. Webinar training combined with DNR 1061 Dewatering at NASECA meeting on September 24, 2020. Further training webinars scheduled through WI Land+Water on November 5 and December 2, 2020 and at the WI Chapter annual conference of American Public Works Association (APWA) on November 6, 2020.
- **DNR 1061 Dewatering:** Webinar training at NASECA meeting (combined with DNR 1010) on September 24, 2020. No further work anticipated at this time.
- **DNR 1072 Horizontal Directional Drilling:** Full process, new standard. The team has been meeting for a year, though a recent break in progress. The team was working through structure for defining practices and started looking at when some practices are appropriate. There are overlapping relationships of risk factors and decisions for applying different mitigation practices—that process/tool is next step for the team.
- **NRCS Stream Restoration Standards (CPS 395, 580, 582, and 584):** Full process. This team also had a recent pause in progress though had productive meetings in July and August. There are subgroups on this team to prepare edits to the 4 different standards between meetings.

3rd Qtr % SOC Program Manager Time by Program



SOC Program Development

- Coordinated and attended quarterly SOC advisory committee meeting on 9/9/20; and
- Acted as a liaison between agencies, county land conservation departments, and other partners regarding technical standard issues through the WI Land+Water Technical Committee meeting on 8/12/20; by presenting SOC information at the Conservation Employee Training held online on 7/14/20; and by presenting on the history and significance of SOC to DATCP management on 7/29/20 and DATCP board on 9/24/20.

Outreach

- Attended and moderated several sessions for the WI Land+Water virtual County Conservation Meeting on 7/9&10/20;
- Attended NASECA virtual field day event on 9/24/20;
- Attended WI Wetlands Association event on 9/25/20;
- Provided SOC update in WI Land+Water's Fall 2020 E-Note newsletter;
- Updated SOC website content on homepage news items and team webpages;
- Maintained SOC listservs for standard-related announcements, added new members and corrected/updated information for inactive email addresses; and
- Submitted outreach email and solicited more photos for the WI Land+Water Technical Photo Gallery on Flickr.

Training & Conferences (Professional Development)

- Attended UW course on Facilitating Difficult Meetings (8/19/20); and
- Attended numerous webinars on virtual team building and facilitation of remote groups (7/14/20, 8/6/20, and independent research/tutorials).

Administration

- Tracked expenditures against 2020 budget;
- Completed 3rd Quarter expense reports and time sheets;
- Completed 2nd Quarter reports for funders;
- Pursued DNR 2021 contract; and
- Participated in WI Land+Water staff meetings.

2020 Budget Update

SOC Budget and Year-to-date (Q1-Q3 2020)		
	2020 Q1-Q3 Actual	2020 Budget
Expense		
60000 · Audit	\$ -	\$ 568
62000 · Business Licensing & Insurance	\$ 835	\$ 800
63000 · Rent	\$ 4,375	\$ 5,500
Total 64000 · Professional Services	\$ 1,291	\$ 3,177
Total 65000 · Office Expenses	\$ 1,589	\$ 4,000
Total 66000 · Payroll Expenses	\$ 73,575	\$ 93,424
67000 · Prof. Development (L+W Staff)	\$ 533	\$ 1,800
74000 · SOC Team Meetings	\$ 1,189	\$ 7,725
Total 80000 · Conference	\$ 5,757	\$ 5,916
86000 · Training Program Events (excl. confe	\$ (186)	\$ 1,500
90000 · Networking (Partner Events)	\$ 74	\$ 750
Total 95000 · Outreach	\$ 559	\$ 2,100
Total Expense	\$ 89,591	\$ 127,260