

**LAND AND WATER CONSERVATION BOARD
ADVISORY COMMITTEE ON RESEARCH
MEETING MINUTES**

**November 7, 2023
Microsoft Teams Meeting**

Item #1 Call to Order – Roll call, open meeting notice, approval of agenda, approval of September 5, 2023 Committee meeting minutes.

Call to Order

The Advisory Committee on Research (“Committee”) to the Land and Water Conservation Board (“LWCB” or “Board”) met via videoconference on November 7, 2023. The meeting was preceded by public notice as required by Wis. Stat. § 19.84. The meeting was called to order by Committee Chair Ron Grasshoff at **9:02 am**.

Committee Members Present

Members: Ron Grasshoff, Bobbie Webster, Monte Osterman, and Tim Anderson. A quorum was present.

Committee Advisors Present

Advisors: Amber Radatz (UW-Extension), Francisco Arriaga (UW-CALS).

Approval of Agenda

Motion

Osterman motioned to approve the agenda as presented, seconded by Webster, and the motion carried unanimously.

Approval of Minutes

Motion

Webster motioned to approve the draft minutes of the September 5, 2023 meeting minutes as presented, seconded by Grasshoff, and the motion carried unanimously. The approved minutes shall be posted as the official meeting record for publication on the LWCB website.

Item #2 Discuss 2023 LWCB Survey Report and Report Distribution

Katy Smith, DATCP, informed the Committee that Advisor Arriaga forwarded an additional list of UW contacts for report distribution. Smith will work with Radatz to finesse language to additional report recipients asking for replies on what research topics they are already engaging in that fit within the priorities of the survey and to identify unmet needs or gaps within the survey.

Item #3 Review Section VIII. of LWCB Bylaws: Committees- LWCB Advisory Committee on Research

Smith reviewed the structure of the Advisory Committee on Research as defined in the LWCB Bylaws with the Committee. Osterman requested that the bylaws incorporate a mandate that at least one member shall be a representative of County Land Conservation Committees. Arriaga noted changes to

the names for Division of Extension and Universities of Wisconsin that should be acknowledged in the bylaws. Smith will draft revisions for review by the committee at its January 2024 meeting.

Item #4 Discuss 2024 Committee Actions, Recommendations and or Requests from the Board

The Committee discussed: its charge to create a sustainable, lasting process for advising the Universities of Wisconsin on research and outreach needs relating to soil and water conservation; the proposed frequency of survey to soil and water conservation constituents for use in communicating needs to the Universities of Wisconsin; developing a work plan that incorporates goals, strategies and action items. A work plan may consider creating a process that invites feedback and networking, using recommendations to affect program plans of work, getting recommendations to parties that can use it in their work.

Webster motioned to use the January 2024 committee meeting to develop a work plan for the Advisory Committee on Research, including considerations for the frequency of survey to soil and water conservation constituents. Seconded by Osterman, and the motion carried unanimously.

Item #5 Member Updates with Possible Discussion

Webster informed the Committee that this would be her last meeting. Webster thanked the committee for works accomplished since its inception. Grasshoff thanked Webster for her thoughtful insights and service.

Item #6 Planning for the Next Advisory Committee Meeting

Chair Grasshoff, indicated Committee members should plan for a 1 hour meeting on Tuesday, January 9th, 2024.

Item #8 Adjourn

Motion

Webster motioned to adjourn, seconded by Osterman, and the motion carried unanimously. The meeting was adjourned at 10:12 am.

Respectfully submitted by,

Katy Smith, Bureau of Land and Water Resources
Division of Agricultural Resource Management
WI Department of Agriculture, Trade and Consumer Protection