



Advisory Committee on Research Agenda

September 3, 2024

The Advisory Committee on Research (Committee) to the Land and Water Conservation Board (LWCB) will meet on September 3, 2024 at 9:00 am via Microsoft Teams. To attend the meeting, join by telephone at 608-571-2209 with Conference ID 444 464 631# or click the following Teams [hyperlink](#). The agenda for the meeting is shown below.

AGENDA ITEMS AND TENTATIVE SCHEDULE:

- | | | |
|----------|---|---|
| 9:00 AM | 1 | Meeting Called to Order – Ron Grasshoff, Committee Chair <ul style="list-style-type: none">a. Roll Callb. Open meeting noticec. Approval of meeting agendad. Approval of July 2, 2024 meeting minutes |
| 9:10 AM | 2 | Board Presentations Update
Kirsten Biefeld, DATCP |
| 9:15 AM | 3 | Discuss Proposed Bylaw Changes
Ron Grasshoff, Chair |
| 9:45 AM | 4 | Review Committee Workplan and Upcoming Tasks
Ron Grasshoff, Chair |
| 10:10 AM | 5 | Member updates with possible discussion |
| 10:20 AM | 6 | Planning for the next Advisory Committee Meeting -
Ron Grasshoff, LWCB |
| 10:30 AM | 7 | Adjourn |

*Ron Grasshoff, Committee Chair;
Vice Chair - vacant;*

*Members: Monte Osterman, Tim Anderson, and Brian McGraw;
Advisors: Dr. Francisco Arriaga and Amber Radatz*

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

**July 2, 2024
Microsoft Teams Meeting**

Item #1 Call to Order – Roll call, open meeting notice, approval of agenda, approval of March 5, 2024 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 July 2, 2024. 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 **9:00 am**.

Committee Members Present

Members: Ron Grasshoff, Brian McGraw, Monte Osterman, and Katy Smith (Delegated by Tim Anderson). A quorum was present.

Committee Advisors Present

Advisors: Dr. Francisco Arriaga.

Approval of Agenda

Motion

Osterman motioned to approve the agenda with an edit to correct an error regarding Brian McGraw’s name, seconded by McGraw, and the motion carried unanimously.

Approval of Minutes

Motion

Osterman motioned to approve the draft minutes of the March 5, 2024 meeting minutes with an edit to item 3, in which the 2024 work plan was approved with the stipulation that it is able to be revised, 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 Committee’s Suggestion for Bylaw Changes

Kirsten Biefeld, DATCP, discussed the findings from DATCP legal in reviewing the proposed bylaw changes. It was found that these proposed changes do not align with the statute in that non-LWCB members cannot be appointed to the advisory committee and have voting rights, they can only serve in an advisory capacity. DATCP legal team also found that the proposed name change for the UW-system and UW-Extension are not the legal name of the institutions, and the statute does not refer to them as such, so the UW-system and UW-Extension should continue be referred to as such.

The Advisory Committee on Research discussed for-going the current proposed edits to draft new language, allowing the committee to solicit additional advisors for committee meetings. The new proposed change would be for Section VIII., A to be amended at the end to read: “and such other persons that the Advisory Committee on Research Chair deems appropriate.”

Motion

Grasshoff motioned to postpone amendment to the bylaw changes and continue further discussion by the end of this year, seconded by McGraw, and the motion carried unanimously.

Item #3 Review the 2024 Work Plan for the Advisory Committee on Research

Kirsten Biefeld, DATCP and Ron Grasshoff, Committee Chair, discussed proposed changes to the 2024 Work Plan, including format changes such as changing topic names, clarifying topic goals and actions. Osterman suggested a new goal underneath the educational opportunities to invite or engage partners outside of the UW-System or partners the LWCB Board currently interacts with, which the committee added to the workplan.

Motion

Osterman motioned to approve of amended work plan and its future revision in Advisory Committee on Research meetings, seconded by McGraw, and the motion carried unanimously.

Item #4 Discuss the LWCB Survey Report and Potential Board Presentations

Kirsten Biefeld, DATCP, shared the results of the distribution survey outreach that it had garnered unique responses of UW researchers and outreach specialist with potential interest to present to the board on matters relevant to the findings of the 2023 LWCB Soil & Water Conservation Research and Educational Needs Survey Report. Kirsten Biefeld and Katy Smith recommend Chelsea Zegler and Matt Ruark as potential first presenters to the LWCB board meeting.

Dr. Francisco Arriaga recommended Daniel Smith as another presenter to bring before the board. Daniel Smith has filled out the questionnaire and will be added to the list of potential speakers.

Motion

Grasshoff motioned to accept the presenter suggestions and have them reached out to, to see who could make the October meeting. This was seconded by Osterman, and the motion carried unanimously.

Item #5 Member Updates with Possible Discussion

This item was not discussed.

Item #6 Planning for the next Advisory Committee meeting

Ron Grasshoff stated that starting with the September Advisory Committee meeting, meetings would be extended an additional half an hour, to be 9am to 10:30am ending time.

The Committee should expect the following at the next meeting on September 3, 2024:

- Further discussion on new proposed changes to the LWCB bylaws regarding additional advisors for the Advisory Committee on Research
- An update on potential presenters for the October LWCB board meeting

Item #7 Adjourn

Motion

Grasshoff motioned to adjourn, seconded by Osterman, and the motion carried unanimously. The meeting was adjourned at 10:11.

Respectfully submitted by,

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

DRAFT

- 3) Area meetings of the Wisconsin Land and Water Conservation Association if the board member has been invited to participate in the meeting in his or her capacity as a member of the Land and Water Conservation Board.

B. Prior Approval Required

Board members will receive per diem and expenses for attending any other meetings, other than those listed in Section VII, A, or activities, only if prior approval has been obtained from the board chair, with the concurrence of the ARM Division administrator.

VIII. COMMITTEES

The board shall set forth the composition of any committees it establishes, the areas or matters concerning which such committees shall advise the board, the specific duties and responsibilities the board expects them to perform and discharge, and such other matters as the board deems relevant to individual committees. Board advisors serving on a committee shall not vote on committee actions.

An executive committee of the LWCB Officers may meet as necessary to fulfill responsibilities of the LWCB.

A. LWCB Advisory Committee on Research

The LWCB Advisory Committee on Research purpose shall be to create, implement and oversee the process for the State of Wisconsin Land & Water Conservation Board to advise the Universities of Wisconsin (formerly known as University of Wisconsin System) on research and outreach needs relating to soil & water conservation. The Committee will provide oversight of a sustainable, lasting process which involves all Board members and advisor organizations as part of the normal agenda of the Board.

Members of the LWCB Advisory Committee on Research shall have terms concurrent with their regular LWCB appointment. New members may be appointed by the Board Chair in the event of a vacancy. No more than 5 voting members of the Land and Water Conservation Board, of which at least one member shall be a county land conservation committee member elected under s. 15.135(4)(b) 2., and 2 advisors, being the:

- The dean of the College of Agricultural and Life Sciences of the University of Wisconsin-Madison, or their designee,
- and the director of the University of Wisconsin-Extension UW-Madison Division of Extension, or their designee

may serve on the committee at any one time.

IX. REVIEW OF AND AMENDMENTS TO THE BYLAWS

Bylaws shall be reviewed at the December meeting of even numbered years. These bylaws may be altered, amended or repealed and new bylaws may be adopted by an affirmative vote of six members present at any regular meeting provided that notice of each proposed change hereof or addition hereto has been delivered personally, or electronically transmitted to each member at such address as the member shall have designated to the board, not less than 10 days prior to the time of meeting at which the proposed change or addition is to be considered.

X. STAFF ASSISTANCE

- 3) Area meetings of the Wisconsin Land and Water Conservation Association if the board member has been invited to participate in the meeting in his or her capacity as a member of the Land and Water Conservation Board.

B. Prior Approval Required

Board members will receive per diem and expenses for attending any other meetings, other than those listed in Section VII, A, or activities, only if prior approval has been obtained from the board chair, with the concurrence of the ARM Division administrator.

VIII. COMMITTEES

The board shall set forth the composition of any committees it establishes, the areas or matters concerning which such committees shall advise the board, the specific duties and responsibilities the board expects them to perform and discharge, and such other matters as the board deems relevant to individual committees. Board advisors serving on a committee shall not vote on committee actions.

An executive committee of the LWCB Officers may meet as necessary to fulfill responsibilities of the LWCB.

A. LWCB Advisory Committee on Research

The LWCB Advisory Committee on Research purpose shall be to create, implement and oversee the process for the State of Wisconsin Land & Water Conservation Board to advise the University of Wisconsin System on research and outreach needs relating to soil & water conservation. The Committee will provide oversight of a sustainable, lasting process which involves all Board members and advisor organizations as part of the normal agenda of the Board.

Members of the LWCB Advisory Committee on Research shall have terms concurrent with their regular LWCB appointment. New members may be appointed by the Board Chair in the event of a vacancy. No more than 5 voting members of the Land and Water Conservation Board and at least 2 advisors, being the:

- The dean of the College of Agricultural and Life Sciences of the University of Wisconsin-Madison, or their designee,
 - and the director of the University of Wisconsin-Extension, or their designee
- and such other persons that the Advisory Committee on Research Chair deems appropriate may serve on the committee at any one time.

IX. REVIEW OF AND AMENDMENTS TO THE BYLAWS

Bylaws shall be reviewed at the December meeting of even numbered years. These bylaws may be altered, amended or repealed and new bylaws may be adopted by an affirmative vote of six members present at any regular meeting provided that notice of each proposed change hereof or addition hereto has been delivered personally, or electronically transmitted to each member at such address as the member shall have designated to the board, not less than 10 days prior to the time of meeting at which the proposed change or addition is to be considered.

X. STAFF ASSISTANCE

Agenda Item 4: Work Plan as of July 2024

LWCB Advisory Committee on Research 2024 Workplan

Updated: 7/19/24

Committee Purpose:

The LWCB Advisory Committee on Research purpose shall be to create, implement and oversee the process for the State of Wisconsin Land & Water Conservation Board to advise the University of Wisconsin System on research and outreach needs relating to soil & water conservation. The Committee will provide oversight of a sustainable, lasting process which involves all Board members and advisor organizations as part of the normal agenda of the Board.

Topic	Goal	Action	Timeline	Person(s) Assigned	Status	Notes
Frequency and Distribution of Survey	Develop and use survey to receive input from stakeholders to understand gaps in L&W resource management to advise UW System	1. Baseline Survey of Needs	1. Survey completed in June 2023		1. Completed and distributed	
		2. distribution of survey report and survey to establish contacts within UW System	2. Distribution Survey Feb-March 2024	Kirsten Biefeld, Ron Grasshoff, Amber Radatz	2. Reached out to 20-30 contacts, have had 13 responses, 4 individuals wanting to present	
		3. Propose to conduct survey every 4-5 years	3. Next Survey in 2026, potentially			start thinking on this next year, if this makes sense after we have a couple of board presentations
Educational Opportunities	UW Engagement: Annual meeting between LWCB and UW partners to review what work has been done, and UW partners utilizing survey results in grant opportunities	1. use distribution survey contact list to invite participants to an online reflection form	Annually			
		2. host hybrid meeting between communities	Annually? Long-term			
	Outside Partners Engagement: work with partners outside of UW-Wisconsin System and current LWCB partners to further address gaps found in survey					
Advising and Recommendations	LWCB creates recommendations to UW System based on educational opportunities	LWCB Educaton: Educational opportunities aimed to help board make recommendations to UW System	1. prepare list of potential presenters and topics to LWCB board chair	Suggest up to 3 presentations to the board per year	Have committee decide on potential presenter. Kirsten Biefeld and Ron Grasshoff suggest these presenters to the board planners	At the July 2, 2024 Meeting, the board moved to recommend Chelsea Zegler and Matt Ruark as the first presenters to the board. On 7/19/24, Kirsten Biefeld has extended an invitation to Chelsea Zegler. Ask presenters to discuss how the economic and social impacts of presentations
				annually? Bi-annually, switching off with survey period?	TBD	Revisit this item after we have a board presentation completed