

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

**March 7, 2023
Microsoft Teams Meeting**

Item #1 Call to Order – Roll call, open meeting notice, approval of agenda, approval of January 12, 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 March 7, 2023. The meeting was preceded by public notice as required by Wis. Stat. § 19.84. After a short delay, the meeting was called to order by Committee Vice Chair Bobbie Webster at **9:29 am**.

Committee Members Present

Members: Bobbie Webster, Monte Osterman, and Katy Smith (*designee for Tim Anderson*). A quorum was present.

Committee Advisors Present

Advisors: Dr. Francisco Arriaga.

Approval of Agenda

Motion

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

Approval of Minutes

Motion

Osterman motioned to approve the draft minutes of the January 12, 2023 meeting minutes as presented, seconded by Smith, and the motion carried unanimously. The approved minutes shall be posted as the official meeting record for publication on the LWCB website.

Item #2 LWCB Survey Status Update

Department staff presented the Committee with a status update on the *2023 Soil & Water Conservation Research and Education Needs Survey* (“2023 Survey”). Updates included preliminary survey data, including number of surveys sent, response received, response rate, and response trends. Staff also reported the constructive feedback received from two survey respondents. The 2023 Survey remains open until March 26th, 2023.

Item #3 Discuss Committee Products: Recommendations, Web Content, and Messaging, to LWCB and the Public

Vice Chair Webster, opened the floor for general discussion on Committee work products for the 2023 Survey. The Committee began with a discussion on the potential for a survey bias favoring groups that self-identified their profession as “County or local Government” and “County Conservationist”. To address the potential bias, the Committee requested department staff to split the final survey data into the following two groups based on profession: Group 1) County or local Government & County Conservationist and group 2) all other professions. Staff will separately analyze the response of these two groups and provide a summary of findings at the May Committee meeting.

The Committee next discussed the format and contents of the final work products it will provide the LWCB. Upon conclusion of the discussion, the Committee requested department staff prepare a data summary – with necessary figures and tables – and a written executive summary documenting the survey, survey results, and conclusions based on survey data. Staff are to prepare a draft copy of these materials ahead of the May Committee meeting, so that the Committee may provide feedback, guidance, and potential approval of the executive summary.

Item #4 Discuss Committee Expectations for the LWCB in June and August

Vice Chair Webster, opened the floor for a general discussion on Committee expectations for LWCB actions & outcomes pertaining to the 2023 Survey. The Committee acknowledged the Board will provide direction on desired outcomes for the 2023 Survey at the April Board meeting, but also agreed the Committee should prepare to offer the Board guidance. Through discussion, the Committee determined to recommend a timeline of activities and responsibilities to the Board at the April LWCB meeting. At the June LWCB meeting, the Committee will prepare to deliver the executive summary and data summary to the Board for consideration and possible approval.

Item #5 Member Updates with Possible Discussion

Due to time constraints, Vice Chair Webster did not open the floor for member updates.

Item #6 Planning for the next Advisory Committee meeting

Due to time constraints, Vice Chair Webster did not open the floor to discuss the next Advisory Committee meeting.

Item #7 Adjourn

Motion

Webster motioned to adjourn, seconded by Osterman, and the motion carried unanimously. The meeting was adjourned at 10:07am.

Respectfully submitted by,

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