

Priority 2 Work Group Charter

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Work Group Mission and Meetings

Mission

- Provide feedback to the Minnesota Department of Natural Resources (DNR) and the Minnesota Pollution Control Agency (MPCA) on key Priority 2 planning and process documents to support distribution of funding from the Grant

Meetings

- The Work Group is expected to meet bi-monthly, or more frequently if needed.
- The meetings are open to the public, and time will be reserved at the end of each meeting for public questions or comments

Work Group Responsibilities and Expectations

- Provide feedback on Priority 2 goals, evaluation criteria that will be used to guide project selection, and RFP solicitation scope and language
- Provide feedback on meeting topics
- Attend meetings in person or via online access
- Prepare for meetings by reviewing all relevant materials
- Actively participate in discussion by sharing ideas and expertise
- Provide feedback on requested materials either during the meeting or afterwards
- Listen to and respect the viewpoints of others
- Consider public questions or comments that are provided at the meetings

DNR and MPCA Work Group Support

- Coordinate meetings and manage public participation at the meetings
- Direct state contractors to assist with planning
- Prepare meeting agendas
- Present Work Group charter for final feedback
- Develop drafts of the Priority 2 goals, evaluation criteria, and RFP solicitation scope and language for review by the Work Group and approval by the DNR and MPCA
- Coordinate preparation of reports on Priority 2 implementation
- Provide relevant background information to the Work Groups
- Prepare and implement communication plans
- Promote consistency among groups

Feedback From Work Group Members

- Final feedback on the work group charter?

