

Agenda for Citizen-Business Group Meeting

July 13, 2018

Meeting Purpose: Develop a shared understanding of the Settlement Agreement and process for developing and recommending implementation actions to MPCA and DNR; begin to develop a charter; develop a shared understanding of how MPCA and DNR will use consultants to help support implementation efforts.

1. Welcome and Introductions	Kirk Koudelka-MPCA Barb Naramore-DNR Abt Associates-Mark Lorie	15 minutes
2. Overview of the Settlement	Kirk Koudelka-MPCA Barb Naramore-DNR	20 minutes
3. Implementation Planning	Kirk Koudelka-MPCA Barb Naramore-DNR	30 minutes
4. Visioning Exercise for each member-“What does success look like?”	Abt Associates-Diana Lane	45 minutes
5. Break		10 minutes
6. Overview of the Citizen-Business Group Charter Outline	Abt Associates-Terill Hollweg	30 minutes
7. Utilizing Consultants	Susan Johnson-MPCA Steve Colvin-DNR Abt Associates-Jennifer Peers	10 minutes
8. Public comments and questions	Abt Associates-Mark Lorie	20 minutes

**Minnesota 3M Settlement
Citizen Business Group Meeting
July 13, 2018 Meeting Notes**

Welcome and Introductions

Members in attendance:

Julie Bunn		Steven Johnson
Betsy Daub		Katie Johnston-Goodstar
David Filipiak		Monica Stiglich
Charlotte Flint		Michael Madigan
Bob Fossum		Barbara Ronningen
Jeff Holtz		Amy Schall
Mark Jenkins		Dave Schulenberg
Bruce Johnson		
David Johnson		

Kirk Koudelka and Barb Naramore outlined the purpose of the meeting:

- Develop a shared understanding of the Settlement Agreement and process for developing and recommending implementation actions
- Share each member's vision of success using the settlement grant
- Collect input on the draft group charter outline/document
- Develop a shared understanding of how MPCA and DNR will use our consultants to help support agency work.

Overview of the Settlement

Mr. Koudelka and Ms. Naramore provided an overview of the 3M Settlement, and the connection with the 2007 Consent Order.

Implementation Planning

Ms. Naramore discussed the internal steps MPCA and DNR are taking to begin implementation. These include:

- Setting up working groups and technical subgroups and define their roles and responsibilities.
- Conducting internal planning to ensure the right resources are available.
- Getting ready to organize and collect additional studies and information regarding water supply planning and needs to inform future work.
- Looking at issues and options at a high level to serve as a basis for our conversations and work in the near future.
- Working on draft program goals and project criteria to bring as straw dogs for input from the groups.
- Working on sequencing of steps and scheduling to facilitate efficient review of information and meeting effectiveness.

Visioning Exercise – “What does success look like?”

The group generated a list of success statements and the results will be considered as the goals are developed by the Co-Trustees:

Overview of the Working Group Charter Outline

A draft charter prepared by MPCA and DNR was distributed to the group. It is a short document intended to provide guidance for the operations of the group and to ensure a common understanding of goals, objectives, responsibilities, expectations, resources, etc.

The group discussed that, for now, they will meet monthly. There was discussion about where to hold meetings and agreement that they should be in the East Metro area. The group discussed that meetings should not be longer than 3 hours.

There is a need for one person from this group to serve as a liaison to the Government and 3M Working Group. Volunteers should contact Ms. Naramore and Mr. Koudelka.

Group members were asked to provide comments on the draft charter in two weeks and a revised version will be circulated for the next meeting.

Utilizing Consultants

MPCA discussed why they will use consultants, for assistance with the planning process as well as for project development and implementation. Consultants will help with cost-effectiveness as cost is limited to the time worked on a project, within a specific timeframe and there is no long-term commitment of resources. Consultants also help with adjusting capacity to meet immediate needs and deploy additional effort when needed. Finally, consultants provide access to a range of expertise, technical skills, and perspectives that the MPCA and DNR may not have in-house.

Abt Associates will be supporting MPCA and DNR with the planning process, and providing technical and administrative support to the working groups and technical subgroups.

Action Items:

1. Members will provide comments to MPCA/DNR (Steve Colvin) on the draft charter by July 27.
2. Co-Trustees are seeking one volunteer from each group (Government and 3M/Citizen and Business) to serve as a liaison to the other group.