

## Meeting Minutes

### Governor’s Council on Minnesota’s Coastal Program

Date: 6/25/2020  
 Minutes prepared by: Marcia Nieman  
 Location: Due to Executive Order 20-20, the Coastal Council met via telephone.

#### Attendance

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- Governor’s Council on Minnesota’s Coastal Program Members: Bill Majewski, Janice Erickson, Rick Goutermont, Barb Liukkonen, Dan Belden, Sharon Erickson-Ropes, Sophia Green, Matthew Brown, Ellen O’Neill, Dick Brenner (joined at 9:50 am), and Peder Otterson (joined at 10:55 am).
- Minnesota’s Lake Superior Coastal Program Staff: Amber Westerbur, Clinton Little, Cynthia Poyhonen, Julie McDonnell, Melanie Perello, and Marcia Nieman

#### Decisions Made

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- MOTION by Belden to accept the June 25, 2020 agenda, Seconded by Liukkonen. AFFIRMATIVE All. MOTION ADOPTED.
- MOTION by Goutermont to accept the April 8, 2020 meeting minutes as written, Seconded by Erickson-Ropes. AFFIRMATIVE All. MOTION ADOPTED.
- Council elected Bill Majewski as chair and Don Schreiner as vice chair.
- Majewski appointed Sharon Erickson-Ropes, Matthew Brown, and Dan Belden to the Finance Committee.
- Majewski appointed Janice Erickson, Barb Liukkonen, Matthew Brown, and Ellen O’Niell to the Grants Committee.
- MOTION by Liukkonen to accept the proposed meeting schedule for 2020-2021, Seconded by Brown. AFFIRMATIVE ALL. MOTION ADOPTED. Meetings will be September 28, 2020 in Cook County, January 11, 2021 in St. Louis County, April 5, 2021 in Lake County and June 21, 2020 in Carlton County (in-person if safe to do so)
- MOTION by Goutermont to recommend funding the STAR project if ranked above 70%. Seconded by Liukkonen. AFFIRMATIVE All. MOTION ADOPTED.

Application	Applicant	Weighted Total	Grant Request	Rank
1	Town of Duluth	78.67	\$10,000	1

- MOTION by Brenner to approve the Grants Committee report as submitted, Seconded by O’Neill. Erickson-Ropes asked, moving forward, if all applications could include a map. AFFIRMATIVE ALL. MOTION ADOPTED.
  - Priorities
    - Projects that improve or protect the water quality of Lake Superior and coastal zone streams.
    - Projects or plans that will reduce future damage from coastal hazards (e.g., climate change, erosion, flooding).
    - Projects or plans that include verifiable and measureable diversity, equity, and inclusion objectives. It must intentionally serve diverse populations including but not limited to, American Indians, LGBTQI communities, those with disabilities, veterans, and/or rural or low-income areas.
  - Criteria and scoring weights
    - Impact to Coastal Area (20 points)
    - Relevance to the Coastal Program (20 points)
    - Priorities (15 points)
    - Results (15 points)
    - Scope of Work (10 points)
    - Project Management (10 points)
    - Budget (10 points)
  - Use the same scoring form and process as in 2019-2020
- MOTION to adjourn at 12:25 p.m.

## Next Meeting

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Date: September 28, 2020  
 Time: Tentatively 1:00 – 5:00 pm  
 Location: Cook County (if safe to do so)

## Agenda

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- Call to Order-Roll Call, Adoption of the Agenda
- Annual Meeting Business Items: Approval of Minutes; Chair and Vice Chair Elections; Grant and Finance Committee Appointments; and Setting the next year’s meeting schedule (through 2021).
- Program Updates
- STAR Grant Review and Recommendations
- Preparing for the Year Ahead
  - Finance Committee Report (Dan Belden)
  - Grants Committee Report (Barb Liukkonen)

- Grant Considerations for FFY21
- Meeting Adjournment

## **Meeting Notes**

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### **Call to Order**

Majewski called meeting to order at 9:04 am. Majewski conducted a roll call of members. The minutes and agenda were voted on and approved (roll call).

### **Annual Meeting Business Items**

The council elected chair and vice chair (roll call). Majewski made appointments to the Finance and Grants Committee. The council set the 2020-2021 meeting schedule (roll call).

### **Program Updates**

Westerbur provided an update on program matters, COVID19, and the 312 Evaluation.

### **STAR Grant Application Review and Recommendations**

Majewski facilitated the discussion, scoring and ranking of the June 1 STAR grant application.

01 – Town of Duluth, 6092 Homestead Road, Duluth, MN 55804, \$10,000. O’Neill disclosed a conflict of interest. O’Neill took herself off of the call while the council discussed the application. Application discussion.

Roll call vote to recommend funding the STAR project if ranked above 70%. Westerbur reminded members to complete the survey to finalize their scores, verify destruction of materials and count volunteer hours.

### **Preparing for the Year Ahead**

Mr. Belden provided a summary of the Finance Committee’s June 16, 2020 meeting to review and discuss the Coastal Program’s 2020 budget, which starts July 1. Question and answer period followed.

Ms. Liukkonen presented the Grants Committee’s recommendations for funding priorities for both federal fiscal year (FFY) 2020 STAR and the 2021 Annual grants. They presented the criteria and weight recommendations for the scoring of said applications. Members voted to recommend priorities, criteria and process details as submitted.

Westerbur presented the council with five grant scenarios the program is evaluating for the 2021 grant funding cycle. Everyone had an opportunity to share his or her thoughts. Two options emerged as favorites. Council will resume discussion at the September meeting.

### **Adjourn**

The meeting adjourned at 12:25 p.m.