

## **Governor's Council on Minnesota's Coastal Program Meeting Minutes**

Date: 1/18/2023 – 1/19/2023  
Minutes prepared by: Marcia Cardone-Mohar  
Location: Hybrid Meeting – In Person at MPCA Large Conference Room  
Approved: March 29, 2023

### **Attendance**

---

#### **January 18, 2023 (Day 1)**

- Governor's Council on Minnesota's Coastal Program Members: Barb Liukkonen (in person), Janice Erickson (on-line), Sophia Green (on-line – joined at 1:30pm), Jim Ericson (in person), Ellen O'Neill (on-line), Dick Brenner (in person), Sharon Erickson-Ropes (in person), and Peder Otterson (on-line), Don Schreiner (in person), Dan Belden (in person), Erik Peterson (in person), and Bill Majewski (in person).
- Minnesota's Lake Superior Coastal Program Staff: Amber Westerbur (in person), Clinton Little (in person), Cynthia Poyhonen (in person), Julie McDonnell (on-line), and Marcia Cardone-Mohar (in person).
- Virtual Guests: Kari Hedin, Community Conversationist, Lake County SWCD and Shane Steele, Sustainability Coordinator, City of Grand Marais.

#### **January 19, 2023 (Day 2)**

- Governor's Council on Minnesota's Coastal Program Members: Barb Liukkonen (in person), Janice Erickson (on-line), Sophia Green (on-line – joined at 9:40am), Jim Ericson (in person), Ellen O'Neill (on-line), Sharon Erickson-Ropes (on-line), and Peder Otterson (on-line), Erik Peterson (in person), and Bill Majewski (in person).
- Minnesota's Lake Superior Coastal Program Staff: Amber Westerbur (in person), Clinton Little (in person), Cynthia Poyhonen (in person), Julie McDonnell (on-line), and Marcia Cardone-Mohar (in person).
- Virtual Guest: Craig Hill, Assistant Professor, University of Minnesota-Duluth

### **Decisions Made – January 18, 2023**

---

- MOTION by Ellen O'Neill to accept the January 18 and 19, 2023 agenda, Seconded by Erik Peterson. AFFIRMATIVE AII. MOTION ADOPTED.
- MOTION by Erik Peterson to accept the June 17, 2022 meeting minutes as written, Seconded by Don Schreiner. AFFIRMATIVE AII. MOTION ADOPTED.
- MOTION by Bill Majewski to accept the September 28, 2022 meeting minutes as written, Seconded by Jim Ericson. AFFIRMATIVE AII. MOTION ADOPTED.

- MOTION by Erik Peterson to nominate Janice Erickson for Chair and Peder Otterson to serve as Vice Chair until such time that the Governor's appointments are made, Seconded by Don Schreiner. AFFIRMATIVE ALL. MOTION ADOPTED AND TAKES EFFECT ON JANUARY 21, 2023.
- MOTION by Don Schreiner to recess until tomorrow (January 19, 2023), Seconded by Erik Peterson. AFFIRMATIVE ALL. MOTION ADOPTED. Meeting adjourned for recess at 4:30pm.

## Decisions Made – January 19, 2023

---

- MOTION by Liukkonen to recommend placing \$125,000 aside for STAR funds, Seconded by Sharon Erickson-Ropes. After discussion, a friendly amendment to change the amount to \$120,000. AFFIRMATIVE ALL. MOTION ADOPTED.
- MOTION by Jim Ericson to adjourn the meeting, Seconded by Erik Peterson. AFFIRMATIVE ALL. MOTION ADOPTED. Meeting adjourned at 3:10pm.

## Agenda

---

- **Day 1 (January 18, 2023: 12:30 – 4:30pm)**
  - **Welcome and Meeting Opening**
    - Icebreaker
    - Approve Agenda
    - Act on June and September meeting minutes
  - **STAR Grant Applications and discussion**
  - **Program Update: Coastal Council**
    - Update on Coastal Council appointments and the appointment process
    - Gain quick feedback on what's next
    - Elect Chair/Vice Chair (terms end on January 31, 2023)
  - **Day 1 Closing**
- **Day 2 (January 19, 2023: 9:00am – 3:00pm)**
  - **Welcome and Check-In**
  - **Annual Grant Application Discussion**
  - **New Business**
    - Recommend next year's STAR grant funding level
    - Debrief on this year's scoring process
  - **Program Update A Look Back and A Look Ahead**
    - Reflect on 2022 accomplishments
    - Highlight what we see for 2023
  - **Day 1: Meeting Closing**
    - Preview Day 2

Address any parking lot items  
Answer and lingering questions

## Meeting Notes

---

### Day 1

#### Opening

- Chair Erickson and Vice Chair Liukkonen called the meeting to order at 1:10pm with a welcome and thank you.
- Icebreaker – Describe your point of view or connection to freshwater in three words only.
- The minutes and agenda were voted on and approved.

#### STAR Grant Application Discussion

Poyhonen introduced the STAR Grant review process. Procedures follow the Standard Operating Procedures of the Governor’s Council on Minnesota’s Lake Superior Coastal Program (Page 10). Twenty minutes were dedicated for each application. Poyhonen introduced each application. Liukkonen asked if there were conflicts of interest on each application and facilitated the discussion.

#### Conflict of Interest Disclosure

01 – South St. Louis Soil and Water Conservation District, 4215 Enterprise Circle, Duluth, MN 55811, \$10,000. Clinton Little has a conflict of interest and will not speak to the application. Members and staff did not disclose any other conflicts of interest on any of the other applications.

APPLICATION	APPLICANT	ADDRESS	AMOUNT REQUESTED
1	South St. Louis Soil and Water Conservation District	4215 Enterprise Circle, Duluth, MN 55811	\$10,000
2	St. Louis River Alliance	394 Lake Avenue S., Suite 208, Duluth, MN 55802	\$10,000
3	Lake County Soil and Water Conservation District	408 1 <sup>st</sup> Ave, Two Harbors, MN 55616	\$10,000
4	City of Grand Marais	15 N Broadway, Grand Marais, MN 55604	\$10,000
5	Hamline University Center for Global Environmental Education (CGEE)	1536 Hewitt Ave, MS-A1760, St. Paul, MN 55104	\$10,000

*Final scores, project rank and other data in the applications and as part of the evaluation process will be available once the STAR projects start; anticipated start dates vary, with the latest being July 1, 2023.*

#### Program Update: Coastal Council

- Westerbur gave an update on the Coastal Council appointments and the appointment process, reviewed appointment timeline, and the upcoming Council schedule.

- Westerbur asked how many council members are planning to reapply? And how many are going to continue to serve despite not having an official appointment?
- Westerbur asked for members to join a workgroup to come up with long- and short-term recommendations to share with DNR leadership about the council. Three members volunteered: Janice Erickson, Bill Majewski, and Peder Otterson.
- Westerbur addressed the need to move up the April 19<sup>th</sup> meeting to the week of March 27, 2023. A Doodle Poll will be sent to the council via email asking to pick the best date/time.
- Erik Peterson nominated Peder Otterson for Vice Chair and Janice Erickson for Chair; to serve until such time that the Governor's appointments are made. Members voted and approved the nominations.

## **Day 1 Closing**

Westerbur did a quick debrief on the day's discussions.

Meeting went into recess at 4:30pm.

## **Day 2: January 19, 2023: 9:00am – 3:00pm**

### *Welcome and Check-in*

Erickson called the meeting to order at 9:10 am and expressed beautiful and kind words from the heart using her medicine shell.

The icebreaker question was: What is making you smile or happy today? Members and staff shared with each other.

Westerbur reviewed the agenda for the day. It was asked to move Annual Application 03, to the beginning of the discussion so Craig Hill could answer questions should any arise.

### *Annual Grant Application Discussion*

Poyhonen introduced the Annual Grant review process. Procedures follow the Standard Operating Procedures of the Governor's Council on Minnesota's Lake Superior Coastal Program (Page 10). Twenty-five minutes were dedicated for each application. Poyhonen introduced each application. Liukkonen asked if there were conflicts of interest on each project and facilitated the discussion.

#### *Conflict of Interest Disclosure*

03 – Regents of the University of Minnesota, 450 McNamara Alumni Center, 200 Oak St SE, Minneapolis, MN 55455-2070, \$100,000. Don Schreiner has a conflict of interest. He will not score and is not in attendance at the meeting to discuss.

01 – City of Duluth, 411 West 2<sup>nd</sup> Street, Duluth, MN 55802, \$100,000. Don Schreiner has a conflict of interest. He will not score and is not in attendance at the meeting to discuss.

02 – City of Duluth, 411 West 2<sup>nd</sup> Street, Duluth, MN 55802, \$100,000. Don Schreiner has a conflict of interest. He will not score and is not in attendance at the meeting to discuss.

04 – Lake County Soil and Water Conservation District, 408 1<sup>st</sup> Avenue, Two Harbors, MN 55616, \$32,284. Clinton Little has a conflict of interest and will not speak to this unless general questions are asked.

05 – Arrowhead Regional Development Commission, 221 West First Street, Duluth, MN 55802, \$14,238. Dick Brenner has a conflict of interest. He did not score, and is not in attendance at the meeting to discuss. Clinton Little has a conflict of interest and will not speak to this project unless general questions are asked.

There are no further conflicts of interest.

APPLICATION	APPLICANT	ADDRESS	AMOUNT REQUESTED
1	City of Duluth	411 West 2 <sup>nd</sup> Street, Duluth, MN 55802	\$100,000
2	City of Duluth	411 West 2 <sup>nd</sup> Street, Duluth, MN 55802	\$100,000
3	Regents of the University of Minnesota	450 McNamara Alumni Center, 200 Oak St SE, Minneapolis, MN 55455-2070	\$94,747
4	Lake County Soil and Water Conservation District	408 1 <sup>st</sup> Avenue, Two Harbors, MN 55616	\$32,284
5	Arrowhead Regional Development Commission	221 West First Street, Duluth, MN 55804	\$14,238
6	Hamline University Center for Global Environmental Education (CGEE)	1536 Hewitt Ave, MS-A1760, St. Paul, MN 55104	\$98,727

*Final scores, project rank and other data in the applications and as part of the evaluation process will be available once the DNR submits its cooperative agreement to NOAA in April 2023.*

## **New Business**

### **STAR grant funding level recommendation**

Originally it was recommend placing \$125,000 aside for STAR funds. After discussion, a friendly amendment was established to change the amount to \$120,000. Members voted and approved.

### **Debrief on this year's scoring process**

Poyhonen asked the council:

- How well did the STAR scoring criteria and form allow you to award the score you felt the application deserved?
- What do you like most about the new scoring format?
- What do you find challenging about the new scoring format?

There was a lot of discussion on these questions. Poyhonen has the list of all of the feedback and it can be emailed out to anyone. Mostly it was positive feedback.

## **Program Update**

Below is a sampling of some of the program's accomplishments from 2022.

- We helped keep up (the) CHAOS – a good thing!
- We persevered through contracting challenges for our living shoreline pilot project.
- We were instrumental in acquiring lidar for our coastal boundary and significant portions of northeastern Minnesota.
- We designed and hosted the region's first ever Climate Resiliency Forum.
- We co-produced a Swift Water Rescue Training Video for DNR staff and volunteers.
- We joined the US Army Corps of Engineers and the seven other Great Lakes states in signing a cost-share agreement to complete the Great Lakes Coastal Resiliency Study.

Some exciting activities and initiatives for 2023 include:

- Little is serving as a liaison with data committees and stewarding coastal data.
- McDonnell is leading the program's efforts to build resilience, especially in our coastal communities.
- Poyhonen is managing our diverse pass-through grant portfolio, overseeing each project from cradle to grave.
- Westerbur is working to keep all the pieces moving smoothly.

### *Closing*

Liukkonen expressed her thanks to the Council and to the Staff for all their hard work.

Westerbur recapped the meeting accomplishments and gave out reminders.

Westerbur asked the council if there were any lingering questions.

There was a motion by Jim Ericson to adjourn, Seconded by Erik Peterson. The meeting adjourned at 3:10pm.