

Meeting Minutes

Governor's Council on Minnesota's Lake Superior Coastal Program Spring Meeting

Date: 6/21/19
Minutes prepared by: Marcia Nieman
Location: Cloquet Memorial Hospital, Cloquet, Minnesota

Attendance

- Governor's Council on Minnesota's Lake Superior Coastal Program Members: Bill Majewski, Jo Thompson, Dan Belden, MaryAnn Sironen, Keck Melby, Bob Larkin, and Don Schreiner
- Minnesota's Lake Superior Coastal Program Staff: Amber Westerbur, Clinton Little, Cynthia Poyhonen, Julie McDonnell, and Marcia Nieman
- Guests: Joe Jurewicz, MSA Professional Services, Inc.
Derek Wolfe, City of Carlton
Brad Madlack, Carlton Soil and Water Conservation District

Decisions Made

- MOTION by Melby to accept the June 21, 2019 agenda, Seconded by Belden. AFFIRMATIVE ALL. MOTION ADOPTED.
- MOTION by Thompson to accept the March 29, 2019 meeting minutes as written. AFFIRMATIVE ALL. MOTION ADOPTED.
- MOTION by Schreiner to nominate Majewski as chair, Seconded by Larkin. AFFIRMATIVE ALL.
- MOTION by Schreiner to elect Majewski as chair, Seconded by Larkin. AFFIRMATIVE ALL.
- MOTION by Belden to nominate Schreiner as vice chair, Seconded by Larkin. AFFIRMATIVE ALL.
- MOTION by Belden elect Schreiner as vice chair, Seconded by Larkin. AFFIRMATIVE ALL.
- Chair Majewski appointed Schreiner, Belden, and Goutermont to the Finance Committee.
- Chair Majewski appointed Thompson, Sironen, and Larkin to the Grants Committee.
- MOTION by Belden to accept the proposed 2019 – 2020 meeting dates, Seconded by Larkin. AFFIRMATIVE ALL. MOTION ADOPTED.
- MOTION by Sironen to approve the three priorities as presented by the Grants Committee, Seconded by Belden. AFFIRMATIVE ALL. MOTION ADOPTED.
- MOTION by Belden to approve the Scoring Criteria/Weight as presented, Seconded by Larkin. AFFIRMATIVE ALL. MOTION ADOPTED.

- MOTION by Melby to recommend funding the one submitted project which ranked above 70%. Seconded by Sironen. AFFIRMATIVE All. MOTION ADOPTED.

Application	Applicant	Weighted Total	Grant Request	Rank
1	Regents of the University of Minnesota	89.50	\$9,682	1

- MOTION by Melby to adjourn, Seconded by Schreiner. AFFIRMATIVE ALL – Meeting adjourned at 1:55 p.m.

Next Meeting

Date: Friday, September 27, 2019

Time: 9:00 a.m. – 2:00 p.m.

Location: Cook County Courthouse, Grand Marais, MN

Agenda

- Opening - Call to Order, Adoption of the Agenda, Approval of Minutes, Public Comment
- Grant Project Showcase
- Annual Meeting Business Items
- Program Updates
- Finance Committee Report
- Grants Committee Report
- STAR Grant Review and Recommendations

Meeting Notes

Opening

Majewski called meeting to order at 9:00 am. Members voted to approve agenda and minutes. No public comment.

Grant Project Showcase

Two grantees presented the results of their recently completed grant funded projects. Members had an opportunity to ask questions after each presentation

- Joe Jurewicz, MSA Professional Services, Inc., and Derek Wolfe, City of Carlton – Carlton Inflow and Infiltration Study
- Brad Madlack, Carlton Soil and Water Conservation District – Forest Riparian Buffer Planning

Annual Meeting Business Items

Westerbur brought up the September meeting in Grand Marais and asked the Council if they had ideas on presenters at that meeting to please note on the evaluation form.

The council elected the chair and vice chair. Majewski made appointments to the Finance and Grants Committees. The council set the 2019 – 2020 meeting schedule. Meeting dates are:

- September 27, 2019 in Grand Marais
- January 23 & 24, 2020 in St. Louis County (backup for weather related cancellation: January 30 – 31, 2020)
- March 27, 2020 in Lake County
- June 21, 2019 in Carlton County

Program Updates

Westerbur did a 2018 – 2019 retrospective. She highlighted five high points.

- The DNR's audit of the Coastal Program's pass-through grants yielded no findings.
- Twin Ports Climate Conversations continue to grow.
- Senator Klobuchar visited the North Shore to see a Coastal Program funded project.
- The program ramped up its work on coastal hazards.
- The program made a coastal fellow match.

Westerbur discussed council appointments. She noted that the Governor's Office asked the DNR to provide recommendations from among the current applicants. The Commissioner's Office has yet to complete its review.

Westerbur and staff shared highlights of the Great Lakes Regional Meeting of Coastal Programs and Reserves held in Ashland, Wisconsin.

Finance Committee Report

Schreiner provided the Finance Committee's report. He noted:

- The federal fiscal year 2019 (FFY19) award that will start on July 1, 2019 is \$1,078,000. This is an \$11,000 increase over last year.
- The DNR intends to pass through approximately 51% of the FFY19 grant. All nine of the projects the council recommended for funding were included. The commissioner agreed with the council's recommendations to set aside \$100,000 for future STAR grants.
- The DNR has NOAA's pre-approval to pass-through an additional \$15,500 for training and event sponsorship.
- The DNR will use 48% of the FFY19 grant to cover Coastal Program staff and their on-going work.
- Administrative and implementation functions amount to 17% of the grant.
- The DNR is contributing approximately 57% of the required cost share (match).

Grants Committee Report

Sironen presented the Grants Committee recommendations for funding priorities for the Notice of Grant Opportunities, both FFY19 STAR and the FFY20 Annual. She also presented the criteria and weight recommendations for the scoring of the STAR and Annual applications.

Recommendations:

- Priorities
 - Projects or plans that include verifiable and measureable diversity, equity, and inclusion.
 - Projects must intentionally serve diverse populations, especially populations experiencing inequities and/or disparities.
 - Plans and/or projects that will reduce future damage from coastal hazards (i.e. erosion, flooding)
 - Projects to implement initiatives and/or activities within a sustainable development plan or pollution runoff management plan (i.e., LGU comprehensive plans; Lake Superior North One Watershed: One Plan; Minnesota GreenStep Cities initiatives)
- Scoring Criteria/Weight
 - 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
 - Total Points, 100

STAR Grant Application Review and Recommendations

Westerbur set the stage and clarified the parameters of the review. Majewski facilitated the discussion on the Council's course of action to member and staff conflicts of interest, and the individual applications.

- 01 – Regents of the University of Minnesota, McNamara Alumni Center, Room 450, 200 Oak St SE, Minneapolis, MN 55455-2070 - \$9,682. Schreiner and McDonnell disclosed a conflict of interest. Course of action discussion. Council decided Schreiner could stay in the room but does not discuss or participate and does not score; McDonnell, who does not score, could stay in the room and answer questions if asked. Application discussion. Scoring sheets collected following the discussion.

Little/Poyhonen presented the scoring results. Majewski called for a vote.

Adjourn

The meeting adjourned at 2:55 p.m.