

# 2050 WATER RESOURCES POLICY PLAN UPDATE ADVISORY GROUP WORK PLAN, 2021-2025

Updated JMK Feb 27, 2023

## Background

The purpose of the *2050 Water Resources Policy Plan Update Advisory Group* (Advisory Group) is to advise and guide Council staff throughout the entire process of developing the new 2050 Water Resources Policy Plan. The Advisory Group advises MCES staff on the process to develop the 2050 Water Resources Policy Plan outreach activities as well as on the proposed content for the new plan.

This work plan, shaped by the Advisory Group Sponsors, Leaders, Members and Council Staff, will guide the Advisory Group's business and meeting agendas throughout 2021-2025. The timing of the topics or meeting dates may shift, especially given the uncertainties during the Covid-19 pandemic and recovery. Advisory Group Sponsors and Leaders may modify the work plan when approving agendas.

## Goal

This work plan is designed to guide the Advisory Group's work as they assist and advise Council staff in the content development for the 2050 Water Resources Policy Plan from various perspectives within the water sector.

The meetings outlined in this work plan are intended to share information between policymakers and subject matter experts with the ultimate goal of developing informed, implementable policies that achieve multiple benefits for the region's communities and reduce unintended impacts to our water resources.

## Roles and Expectations

### **Advisory Group Executive Sponsor** (*Sam Paske*)

- Guide and support the Advisory Group Leaders & Council Staff
- Ensure the strategic alignment of the Advisory Group efforts with MCES and the Council's mission, vision, values.
- Provide approval authorizations as needed.

### **Advisory Group Leaders** (*Judy Sventek, Kyle Colvin*)

- Facilitate discussion on policy goals/outcomes,
- Approve work plan and lead meetings to achieve outcomes.
- Encourage member participation.

### **Council Staff** (*Jen Kostrzewski, Shannon Skally, others as needed*)

- Design, support, and facilitate meetings.
- Implement relevant Advisory Group recommendations and share information as requested.

- Send materials a week in advance.
- Design meetings in ways to allow contribution in multiple ways in order to accommodate different communication/learning styles.

### Advisory Members

- Review materials that are sent out beforehand.
- Participate in the meeting – share ideas, experience, and knowledge with intended audience.
- Share guidance and information with fellow members and Council staff. Guidance and direction will be incorporated into draft white papers, policy and implementation strategies and reports as appropriate.

## Meeting Best Practices

### Meeting Scheduling

- We will be using Doodle Polls to solicit the best dates for future meetings
- We will have 2-3 meeting planned per year, but the team is open to having more scheduled as needed (ad hoc for small work groups)
- We will alternate between in-person and virtual meetings based on weather forecasts, pandemic guidance from CDC, MDH, and the Metropolitan Council’s protocols

### Meeting Attendance

- All members should try to attend our meetings, but alternates are allowed for meetings of which members cannot attend

### Meeting Content and Communications

- While meetings are on a virtual platform, we will be recording our meetings. These recordings will be available to Advisory Group members through the Microsoft Teams site
- We will also create high-level summary with action items (no specifics) discussed
- We will send the meeting minutes via email and store them on the Microsoft Teams site

## Proposed Meeting Schedule and Topics

*We are confident in the topics for the meetings in 2021. We can adjust and modify this schedule and topics for the meetings in 2022-2025 as they get closer.*

Meeting Date	Topics
October 4, 2021	<p><b><u>Water Advisory Group Kickoff (virtual)</u></b></p> <p>Introductions</p> <p>Water Resources Policy Plan Background Information (Policy Plan and Wastewater System Plan background)</p> <p>Process for developing and adopting Water Resources Policy Plan which includes the Wastewater System Plan</p>

	<p>Roles/Responsibilities &amp; expectations and how we work</p> <p>Introduce draft work plan</p> <p>Introduction to concept of issues and focus of meeting #2</p>
November 2021	<p><b><u>Draft New Water Resource Policy Plan Issues (virtual)</u></b></p> <p>Introduce Issue Areas &amp; Crucial Concerns</p> <p>Facilitated Discussion – What are we missing?</p> <p>Brainstorm Outreach Target Groups</p> <p>Introduce Priority Waters effort and upcoming ask for that work</p>
March 8, 2022	<p><b><u>Existing policies and levels of planning (virtual)</u></b></p> <ul style="list-style-type: none"> <li>• Levels of Council Planning</li> <li>• 2040 Water Policies</li> </ul> <p>Facilitated Discussion – What are we missing? Is there overlap? What format?</p>
December 9, 2022	<p><b><u>Water Resource Policy Plan White Papers (virtual)</u></b></p> <p>Water Quality &amp; Water Reuse</p>
January 30, 2023	<p><b><u>Water Resource Policy Plan White Papers (virtual)</u></b></p> <p>Water Quality &amp; Source Water Protection</p>
March 21, 2023	<p><b><u>Water Resource Policy Plan White Papers (in person)</u></b></p> <p>Water and Climate &amp; Wastewater Concerns</p>
June 2023	<p><b><u>Water Resource Policy Plan White Papers (virtual)</u></b></p> <p>Rural Water Issues &amp; Water Availability, Access, and Use</p>
Fall 2023	<p><b><u>Draft Policy &amp; Strategy Proposals, Outreach Response (in person)</u></b></p>
January 2024	<p><b><u>Draft Policy &amp; Strategy Proposal Outreach Response &amp; Next Steps</u></b></p> <p><b><u>Wastewater System Plan Forecasts and flow projections including necessary system investments.</u></b></p>
March 2024	<p><b><u>1<sup>st</sup> Review &amp; Comment on Draft WRPP Content</u></b></p>
June/July 2024	<p><b><u>Final Review &amp; Comment on Draft WRPP Content</u></b></p>
August 2024	<p>Council Authorizes Formal Public Comment &amp; Response Period</p>
August-Oct 2024	<p>Public Comment &amp; Response Period</p>
November 2024	<p><b>WRPP Adopted</b></p>