



Wisconsin Conservation Congress  
 Spring Hearings Process Improvement Committee  
 Meeting Minutes

**WCC Meeting Minutes**  
 Form 8300-026 (R 11/17) Page 1 of 3

<b>ORDER OF BUSINESS</b>	01/22/2023	9:00 am	Zoom
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**I. ORGANIZATIONAL MATTERS**

**A. CALL TO ORDER**

<b>Meeting called to order by</b>	Terri Roehrig at 9:03 am
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**B. ROLL CALL**

<b>ATTENDEES</b>	Terri Roehrig, Mary Susan Diedrich, Reed Kablowsky, Arby Humphrey, Paul Reith
<b>EXCUSED</b>	Fred Wollenburg
<b>UNEXCUSED</b>	
<b>GUESTS</b>	Mike Britton, Kari Lee Zimmerman

**C. AGENDA APPROVAL/REPAIR**

<b>DISCUSSION</b>	None
<b>ACTION</b>	Motion to Approve by Paul, seconded by MarySusan. Motion Carried

**D. REVIEW COMMITTEE MISSION STATEMENT**

<b>DISCUSSION</b>	N/A
<b>ACTION</b>	N/A

**E. PUBLIC COMMENTS**

<b>DISCUSSION</b>	N/A
<b>ACTION</b>	N/A

**II. INFORMATION & ACTION ITEMS**

**A. A. Update from WCC DLC Meeting** Terri/Kari

<b>DISCUSSION</b>	SHPIC Report and Timeline was approved by DLC.	
<b>ACTION</b>	None	
<b>PERSON(S) RESPONSIBLE</b>		<b>DEADLINE</b>

**B. COP Changes** Terri

<b>DISCUSSION</b>	COP Changes were reviewed with DLC but not approved. Rob wanted to make some tweaks to some of the language and Terri is working with Kari and Rob on those changes. They will be approved at an upcoming DLC Zoom meeting.	
	The 3/2 rule was approved for deletion through a separate COP change and that is effective immediately per the COP.	
<b>ACTION</b>	None	
<b>PERSON(S) RESPONSIBLE</b>		<b>DEADLINE</b>

**C. Update from Department on Tools and Collaboration** Kari/Terri

<b>DISCUSSION</b>	a. Resolution Submission Options (New Tool!) 1. New Survey tool and has the ability to expanding field with character limit. Kari working with staff to figure out the new technology 2. 2000 characters
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	<p>A. 250 Title Arby feels this may too long MarySusan feels we could reduce and put the additional characters in the body of the resolution Paul feels that 150-200 would be better</p> <p>B. 1750 Description</p> <p>C. 250 Question References would be included the 2000 characters. Last year we had a space for links and references. Links get stripped out when converting to PDF. There is no reason to not offer this opportunity. Bitly have been a problem in the past and they should work. Terri and Paul can work with Kari to further test the link functionality.</p> <p>RECOMMENDATION: keep things concise and reduce title and allow more characters for description and adding a spot for link. Also need a spot of Original Author Name as required field and Optional Phone or Email Address</p> <p>b. Shared Working area – Box</p> <p>1. Kari has license through the DNR and Review Committee will create an account and we will have access to the PDFs and the spreadsheets. Paul is a Box Admin for his company so he can help out. Will need to set up folder structure and processes</p> <p>c. Batching incoming resolutions Working on this and feels we can make this work. he Issue will be the similar or like resolutions and how we manage those. Paul – once established in Box we can order them and group them. Will need to ensure we have the original author listed. And advise reviewers to wait until they have the original authors resolution to review first. Also save the similar/like resolutions as last reviewed.</p>	
ACTION		
PERSON(S) RESPONSIBLE	DEADLINE	

**D. Communication Plan**

All

DISCUSSION	<p>a. Outreach and engagement with County Chairs – Mike brought up the concern that we should be engaging with County Chairs. Option to copy the chairs on the emails. Need to provide guidance on the expectations. Need to be careful with the review process so we don't confuse the authors with who to work with.</p> <p>b. Need a Communication Plan from Department and WCC Outreach Committee through these mediums:</p> <p>i. Kari working on Communication plan with DNR and will get comms out.</p> <p>ii. Kari will get communications out to delegates</p> <p>iii. Outreach needs to come out with our own Press Releases, Social Media etc.</p> <p>1. Terri and Mike to work on this together and get drafted for External and Internal to Delegates.</p> <p>2. Terri to draft today and send to committee and turn around in 24 hours to get to Kari to leverage DNR Media outlet.</p> <p>f. Reed recommends that we need to work with our legislators to protect the integrity of the WCC and a law as a misdemeanor if integrity is jeopardized. Need to share with the legislators about the WCC and our processes.</p> <p>g. Need to get the email out about the delegate reviewers. Kari to send out today.</p>	
ACTION	<p>Terri to draft Press release on Resolutions and circle for feedback and include Mike Kari to send out Delegate Reviewer email today</p>	
PERSON(S) RESPONSIBLE	DEADLINE	
Terri and Kari		1/22/23

**E. Reviewer Training**

Terri

DISCUSSION	<p>Next area of focus once we get the resolution submission process moving.</p>	
ACTION	<p>None</p>	
PERSON(S) RESPONSIBLE	DEADLINE	

**F. F. Training/Instructions for Resolution Writers**

Terri

DISCUSSION	Reviewed the draft documents Terri sent out on 1/21 and make updates. Kari suggested a. Leave it as Spring Hearings will be online and available to citizens in WI to provide input. Input is still a hearing. b. On the Find the WCC document you could use the Boolean search and use quotes. Disposition Request came up with 2016-2019	
ACTION	Terri finalize documents and send to Kari Kari to work with staff on the Find a WCC Position and address issues.	
PERSON(S) RESPONSIBLE		DEADLINE
Terri and Kari		1/25/23

**III. MEMBERS MATTERS**

DISCUSSION	a. Paul – Work is just getting started, Glad we are making progress and how we can get well written resolutions will be our next phase. Shotgun resolutions are not the way to get things through. Need to ensure we can continue to improve, allow citizens to be heard and have transparency b. MarySusan – Will the resolutions be available for the open houses c. Reed – The YCC were out on Shawno Lake with DNR, Walleyes for Tomorrow, and WCC and had fish fry. Had 45 YCC members. d. Arby – No comments e. Terri – Adding Outreach members to this committee and change this committee to permanent.
ACTION	Terri to follow up with Rob on making SHPIC permanent committee

**IV. ADJOURNMENT**

MEETING ADJOURNED	<b>10:43 am</b>
SUBMITTED BY	<b>Terri Roehrig</b>
DATE	<b>01/22/2023</b>