

DRAFT
International Rainy-Lake of the Woods Watershed Board (IRLWWB) Teleconference
October 15, 2013

Summary of Discussion

Canadian Member Participants

Mike Goffin (Co-Chair)	Environment Canada
Greg Chapman	Ontario Ministry of Natural Resources
Kiley Hanson	Fort Frances, local member
Todd Sellers	Minaki, local member
Karen Cederwall	Kenora, local member
Trina Rawn	Ontario Ministry of the Environment

Canadian Member Absentees

Gail Faveri	Environment Canada
Mark Lee	Manitoba Conservation and Water Stewardship
Chief Earl Klyne	Seine River First Nation
Dennis Brown	Atikokan, local member

U.S. Member Participants

Col. Daniel Koprowski	U.S. Army Corps of Engineers
Jeff Stoner	U.S. Geological Survey
Pat Carey (for Suzanne Hanson)	Minnesota Pollution Control Agency
Mike Hirst	Lake of the Woods Soil and Water Conservation District
Leland Grim	Rainy Lake, local member
Charlene Mason	Ely, local member

U.S. Member Absentees

Suzanne Hanson	Minnesota Pollution Control Agency
Lori Dowling-Hanson	Minnesota Department of Natural Resources
Jenny Moorman	Baudette, local member

Invited Participants

Kelli Saunders	Watershed Coordinator, Lake of the Woods Water Sustainability Foundation
----------------	--

Commission Liaisons

Jean-François Cantin	Canadian Section
Nick Heisler	Canadian Section

Secretariat/Engineering Advisors

Kari Hauck (U.S. Secretary and Engineering Advisor)	U.S. Army Corps of Engineers
Matt DeWolfe (Canadian Engineering Advisor)	Lake of the Woods Secretariat

Diane de Beaumont (Canadian
Secretary)

Environment Canada

1. Welcome and Introductions (Co-Chairs)

Mike Goffin welcomed everyone to the meeting. It was agreed with Colonel Koprowski that Mike Goffin would chair the meeting. Attendance was taken.

2. Status of Action Items (Secretariat)

Key action items not covered under other agenda topics were discussed. They are: State of the Basin Report Update, Wheeler's Point Gauge letter, IWI proposals on Wild Rice and Satellite Imagery, August Basin Meeting Summary, Rule Curve Update, information on property owners for Mike Shantz, and the letter to the Northeastern Minnesotans for Wilderness.

Decisions:

- The Wheeler's Point Gauge letter was approved with Jeff Stoner's revision. Secretariat to sign letter and send to the IJC.
- Board members to provide comments on the Basin Meeting minutes to the Secretariat by October 31th. Secretariat to circulate revised minutes (in revision mode) to members by November 10th for approval by November 17th.
- Lee Grim to draft supplementary letter to the Northeastern Minnesotans for Wilderness by October 18th and circulate to Board members for review and comments by October 25th. Final letter to be signed by Board co-chairs. IJC to provide clarification directly to the Northeastern Minnesotans for Wilderness concerning the portion of their concerns that are outside the Rainy River Watershed and inside the Lake Superior Watershed.

3. Proposed Board Meeting Schedule

Members were provided with the opportunity to comment on the proposed schedule and dates for the April 2014 Board meeting and 2014 basin meeting were determined. The topic of updating the media distribution list for notification purposes was also raised. A recommendation was made to the Board to send our best wishes to Chief Klyne.

Decisions:

- Colonel Koprowski and Gail Faveri to update the media contact list and examine the process for effective notifications by January 21st.
- Rotate the location of the Board's basin meetings starting with the U.S. in 2014.
- Meetings related to the Water Quality Plan of Study are to be held in both countries.
- The 2014 Board basin meeting has tentatively been scheduled for the week of August 11th.
- The Board's face-to-face meeting in the spring will take place on April 29th, with the understanding that the Board Appearance at the Semi-Annual meeting would take place on April 30th.
- Mike Goffin to write letter to Chief Klyne by October 17th.

4. Draft Work Plan

Members discussed the suggested revisions to the work plan received by members.

Decisions:

- The work plan was approved with the following amendments:

- Add Rule Curve Studies where appropriate in the Water Levels Committee work plan, with a mention that they are ongoing
- Under activity #2 for Directive 4.c (Water Levels Committee work plan), replace the “collect” with “obtain”
- Under activity #6, second bullet, for Directive 4.d, rephrase role of the Watershed Coordinator to “Watershed Coordinator to assist with advising the Board of developments in the watershed”
- Revise statement under Timing/Status for activities #1 and #4 regarding the State of the Basin Report Update to “Draft to be submitted to the IJC by March 2014”
- In the activity column for the State of the Basin Report Update, indent the second and third bullets. In the third bullet, replace “recommendations” with “directions”
- Regarding activity 1.a for Directive 4.a, co-chairs to discuss how to best move this action forward with Suzanne Hanson, Trina Rawn and anyone else needed.

5. Board Appearance at Semi-Annual Meeting

Participation of the Board at the upcoming Semi-Annual Meeting, including the IWI Workshop, was discussed.

Decisions:

- Board members to provide comments on the Board presentation for the Semi-Annual to the Secretariat by October 31st.
- Revise Semi-Annual Board presentation notes (last slide) on the Northeastern Minnesotans for Wilderness (NMW) to match content of the supplementary letter to the NMW
- The Board proposed that Gail Faveri would represent the Board at the IWI Workshop. The Board is encouraging one public member on the Board to attend the workshop. Public members are to let the Secretariat know if they are interested in attending the workshop.

6. IAG and CAG

IAG and CAG co-chairs proposed new nominations for approval. Group composition was discussed as well as IAG and CAG participation at the March 12-14, 2014 Lake of the Woods Water Quality Forum. Nick Heisler confirmed that all public members on the Board are asked to serve on the CAG.

Decisions:

- The Board approved the new IAG nominations. The IAG co-chairs were advised to leave the Canadian membership open and look to add new members.
- The Board agreed that there can be imbalanced in the number of members from each side of the border as long as discussions are chaired appropriately and all issues are dealt equitably.
- The Board approved the new CAG nominations. CAG co-chairs were encouraged to expand membership. The CAG co-chairs will circulate additional nominees for Board consideration and approval via email.
- Board members were asked to send the names of potential nominees to the CAG and IAG co-chairs.

- Secretariat to prepare the nominations letters and certificates and get them signed by the Board co-chairs by October 31st.
- Charlene Mason to draft letter to the IJC to request support for CAG members participation, and IAG members who are not supported by the organizations, at no cost at the March 2014 Lake of the Woods Water Quality Forum in International Falls.

7. Next Board Meeting

The Board discussed potential agenda items for the next Board meeting on January 21, 2014.

Decisions:

- The Board agreed to the following agenda items: annual report, scope of work for the Rule Curve evaluation, IAG and CAG updates, Water Quality Plan of Study update, IWI projects update (including the State of the Basin Report Update), and an update on anticipated spring conditions and a proposed notifications plan by the Water Levels Committee.

8. Board Operating Procedures

The Board discussed ways to improve Board operations.

Decisions:

- Board to review action items before adjourning meetings
- Secretariat to provide earlier minutes
- Secretariat to circulate products to all Board members before sign off by co-chairs
- Members to send comments on Board products to the Secretariat who will synthesize the comments and circulate them to members
- Water Levels Committee to keep Board members informed on key issues/decisions only. Members are asked to send comments to the sender and avoid copying all
- Secretariat to circulate updated list of Board members when membership is modified
- Board to set and respect deadlines for submitting comments. If no objections are received or revisions required by the set date, the product will be deemed approved by the Board

9. Roundtable

Participants were provided with an opportunity to raise any other issues.

Decisions:

- Secretariat to revise Board information on IJC website taking revisions to Charlene's article into consideration
- Jean-Francois Cantin to report back to the Secretariat on possibility of adding a "comment" function to the Board site and on website management training