

-----DRAFT-----

Lake Michigan Forum/Academy Joint Meeting May 12-13, 2010 – Michigan City, IN

Attendance

Forum & Watershed Academy Members

Angela Pierce – Bay Lake Regional Planning Commission
Bill Hafs – Brown County
Gary Korb – Southeastern Wisconsin Regional Planning Commission
Janet Vail – Grand Valley State Univ, Co-Chair
Judy Beck – U.S. Environmental Protection Agency
Judy Johnston – Lake Michigan League of Conservation Voters
Kae DonLevy – Wisconsin Marina Association
Karen Mackowiak – Michiana Council of Governments
Kathy Evans – West Michigan Shoreline Regional Development Council
Kathy Luther – Northwestern Indiana Regional Planning Commission
Kay Nelson – Northwest Indiana Forum
Marcy Colclough – Southwest Michigan Regional Planning Commission
Marty Jaffee – Univ. of Illinois-Chicago
Patty O'Donnell – Northwest Michigan Council of Governments
Rand Bowman – South Central Michigan Regional Planning Commission
Susie Schreiber – Waukegan Harbor Citizens Action Group
Todd Verboomen – East Central Wisconsin Regional Planning Commission
Vicky Harris – Univ. of Wisconsin- Green Bay, Co-Chair

Meeting Participants, Speakers & Guests

Cathy Csatari - Indiana Dept of Environmental Mgt
Chris Otto – National Park Service
Dan Plath – NW Indiana Paddlers Association
Danielle Barnett – Indiana Dept of Environmental Mgt
Doug Keller – Indiana Dept of Natural Resources
Erin Hansen – Wisconsin Dept of Natural Resources
Gary Mechanic – Illinois Paddling Association
Ian Hirt – Federal Marine Terminal
Janet Greenwald – Lake Michigan League of Women Voters
Jeanette XXXXX – Lake Michigan League of Women Voters
John Hayes – Dunes Learning Center
John Rothlisberger – U.S. Forest Service
Kenneth Nesbitt -
Michelle Caldwell – Indiana Dept of Environmental Mgt
Mike Mollnar - Indiana Dept of Natural Resources

Mike Ripley – Michigan Dept of Natural Resources & Environment
Phil Moy – Wisconsin Sea Grant Institute
Rob Elliot – U.S. Fish and Wildlife Service
Sarah Nerenberg - Northwestern Indiana Regional Planning Commission
Sue Brauer - U.S. Environmental Protection Agency

Forum Facilitators

Bill Schleizer – Delta Institute
Kindy Kruller – Delta Institute
Todd Parker – Delta Institute

Day 1

Meeting Called to Order at 1:05

1. Call to Order & Introductions - Review Agenda/Introductions
-Co-Chair Janet Vail called the meeting to order and participants introduced themselves
2. Ports, Harbors & Marinas
 - a. Update on Waukegan Harbor Eco-EMS – Todd Parker of Delta Institute provided a status update on the Waukegan Harbor Eco-EMS project. He presented preliminary data and took questions on the projects scope. In particular, there was discussion around the project boundary. It was felt that the boundary should be extended farther south to capture an additional facility which is a large emitter. Todd will work with Susie Schreiber of the Waukegan Harbor CAG to finalize the EMS.
 - b. Indiana Clean Marina Program – Cathy Csatari, Indiana Dept. of Environmental Mgt, presented the Clean Marina Program in Indiana and took questions.
 - c. Environmental Projects at Burns Harbor – Ian Hirt, Federal Marine Terminal, presented the environmental initiatives that Federal Marine Terminal undertakes at Burns Harbor. Federal Marine is the largest stevedoring company at the port, but only has control over the environmental initiatives of its own operations. Of particular interest to Forum members is FMT’s membership in the Green Marine program. It was suggested that the Forum follow-up with the Green Marine program to explore partnership opportunities.
3. Member Updates – Begin taking brief updates of member activities
4. Local Projects of Interest
 - a. Dunes Learning Center & the Bio-Blitz – John Hayes, Executive Director, described the Dunes Learning Center and the Bio-Blitz.

- b. Lake Michigan Water Trail – Dan Plath, NW Indiana Paddlers Association, described the Lake Michigan Water trail and took questions. Gary Mechanic of the Illinois Paddling Association also presented information and took questions.
- 5. Public Forum Meeting
 - a. Introduction to the LaMP and the Lake Michigan Forum – Judy Beck provide a short overview of the Forum and the LaMP
 - b. The Rise of Aquatic Invasive Species in the Lake Michigan Basin – Phil Moy, Wisconsin Sea-Grant Institute, and Doug Keller, Indiana Dept of Natural Resources, presented information on the rise of AIS in the Lake Michigan Basin. Both took questions from the audience.

Day 2 – Lake Michigan Forum and Watershed Academy Meeting

1. Discussion of Previous Days Events – Quick recap over yesterday’s activities
2. Member Updates – Continuation of member updates from yesterday
3. GLWQA, Treaties & Agreements
 - a. Great Lakes 101 Presentation - Bill Schleizer of the Delta Institute provided an overview of the Great Lakes Water Quality Agreement and the other Treaties and Agreements which govern management of Lake Michigan.
 - b. Update on GLWQA Process – Judy Beck provided a brief update on the status of the GLWQA revision process.
4. Concurrent Session
 - a. Lake Michigan Watershed Academy Business Meeting
 - b. Lake Michigan Forum Business Meeting
 - i. Attendance - Bill Hafs, Bill Schleizer, Erin Hansen, Janet Vail, John Rothilsberger, Kae DonLevy, Kathy Luther, Kay Nelson, Marty Jaffee, Sue Brauer, Susie Schreiber, Todd Parker, Vicky Harris
 - ii. Purpose – The purpose of this governance meeting to establish stronger bylaws and governing documents, ensuring that the Forum is organized in an effective way over the next five years. Thus, if there are any future changes in leadership or facilitation, the Forum will have a framework upon which to continue its work and elect new leaders. Also, there are strong feelings that the Forum needs to provide some leadership opportunities for members. Having a clear organization framework will provide these opportunities.
 - iii. Review of Existing Governing Documents – Todd Parker review the only Forum governing document, which was taken from a Forum meeting in the mid-1990’s. The 4 page document provides a brief discussion of the Forum’s origins, provides some information on the terms of each co-chairs, establishes a reimbursement policy and provides guidelines for respectful member debate.
 - iv. Governance
 1. Forum Structure – the Forum members debated a proposed organizational structure that was first discussed at a Forum Executive Committee meeting. The proposed structure creates an

Executive Committee, plus a Corporate committee, a Communications committee and several ad-hoc committees, including a State of Lake Michigan Conference Committee and a Harbors & Marinas committee.

Discussion focused on the Corporate committee, which was envisioned as a committee that could better engage private industry. Forum members felt that this committee should be a broader membership committee. It was suggested that the Forum go to industry groups, rather than invite them to Forum meetings. So, get on the agenda of industry meetings and present the Forum. It was further suggested that the Forum, perhaps through this committee, resurrect the former AOC structure, where each RAP coordinator was recruited into the Forum.

It was also suggested that this membership committee's first task should be a 'market assessment' to assess the activities and needs of the Forum and Forum members. This would help determine where the Forum should recruit members. AOC's not as well represented as should be; neither is agriculture. Tourism community could be better represented, as well as developers and environmental engineers (the ones doing the land development and restoration activities).

It was further suggested that the Forum invite different groups to each meeting and look for opportunities to orient participation around areas of interest. Maybe only meet once a year, evaluate geographic representation and sector representation. Important to have areas outside of the AoC to cover more geography. Participation could be looked at in reverse based on their impacts in regards to GLWQA/LaMP, create self interest to have their participation (utilities, pharmaceuticals, etc). Bring good ideas to forum, collective process, doesn't have to go through the executive committee. All stakeholders have a voice that is appreciated.

A question was asked about the role of federal agencies in the Forum. The role of federal agencies is to listen and support forum functions. Forum is community liaison with the goals of outreach, implementation and education. Agencies advise through TCC, but could assist in implementation of forum ideas and local activities.

Next Steps – Delta will work with the Executive Committee to recruit members and create draft committee structure and purpose, along with a timeline for volunteers. The final draft committee structure will be approved by the Forum at the fall meeting.

Regarding the communications committee, it was felt that the Forum needed some 'branding', as well as consistency and structure. What is the identity of the Forum, how to sell it, where to interact? How do we get on the Forum on local organizational agendas in each forum members area? The Forum needs to create outreach capacity. In other words, need a strategy for both internal and external communications. In particular, this committee would also draft an internal communications policy, which provides guidance on what members say on behalf of the Forum. This committee would also provide guidance for external communications, focusing on ways to promote the LaMP and the Forum.

Next Steps – Delta will work with the Executive Committee to recruit members and create draft committee structure and purpose, along with a timeline for volunteers. Kae DonLevy and Kathy Luther are willing to assist. The final draft committee structure will be approved by the Forum at the fall meeting.

The Forum members agreed with the need for the Executive Committee and the two proposed ad-hoc committees.

- State of Lake Michigan Conference – Danielle Barnett, Mike Molnar, Janet Vail, Vicky Harris, Judy Beck, Kathy Luther
 - Ports and Harbors Committee – focus more on small commercial harbors, with expansion into marinas. Kathy Evans and Suzie Schreiber are good fits for the committee
- However, it was suggested that a 3rd ad-hoc committee be created – the LaMP review committee. Members suggested some tasks, which include:
- Providing a reporting mechanism & template for GLRI projects
 - Attaching GLRI project successes to the LaMP report
 - Looking to local media for project updates & reports
 - Establishing a ‘postcard’ reporting system, which would allow online project listings and progress reports. Kathy Evans ‘blue/green’ website in Muskegon may be a good model
 - Watershed central wikipage

Also, it was suggested that the ad hoc committees be allowed to bring in non-forum members as needed.

2. Draft Governing Document – Delta took sections from the original governing document and began placing sections into a more traditional governing document format. By doing so, it is easier to see what information is missing from the Forum’s governing documents. The Executive committee agreed to begin drafting this document.

Next Steps – Executive Committee will begin drafting governing documents for Forum member review and approval at fall meeting. Delta will set-up a conference call and extend the invitation to all Forum members to begin drafting the bylaws. A six month process is proposed.

3. Forum Meeting Frequency – Traditionally, the Forum meets 4 times per year, with 3 in-person meetings and 1 call. However the last few meetings have been very well attended. This high attendance is attributed to the elimination of 1 Forum meeting – fewer meetings leads to greater attendance. It was proposed that the Forum move to 2 in-person meetings per year. In between each Forum meeting, the standing and ad-hoc committees will be meeting regularly, as will the Executive Committee which has a standing monthly conference call. It is believed that 2 Forum meetings per year, combined with an active committee structure, will create greater member participation. There were no objections to this proposal from the Forum members

5. Meeting Adjourned – 12 noon