

# NOTES

**Compact Steering Team Subgroup: Decision-Making**  
**Tuesday, October 29, 2019**  
**9:30-10:30 a.m. @ Clean Lakes Alliance (150 E. Gilman St.)**

**Members:** Anne Baranski, Dave Merritt, Mike Rupiper, James Tye, Tricia Gorby

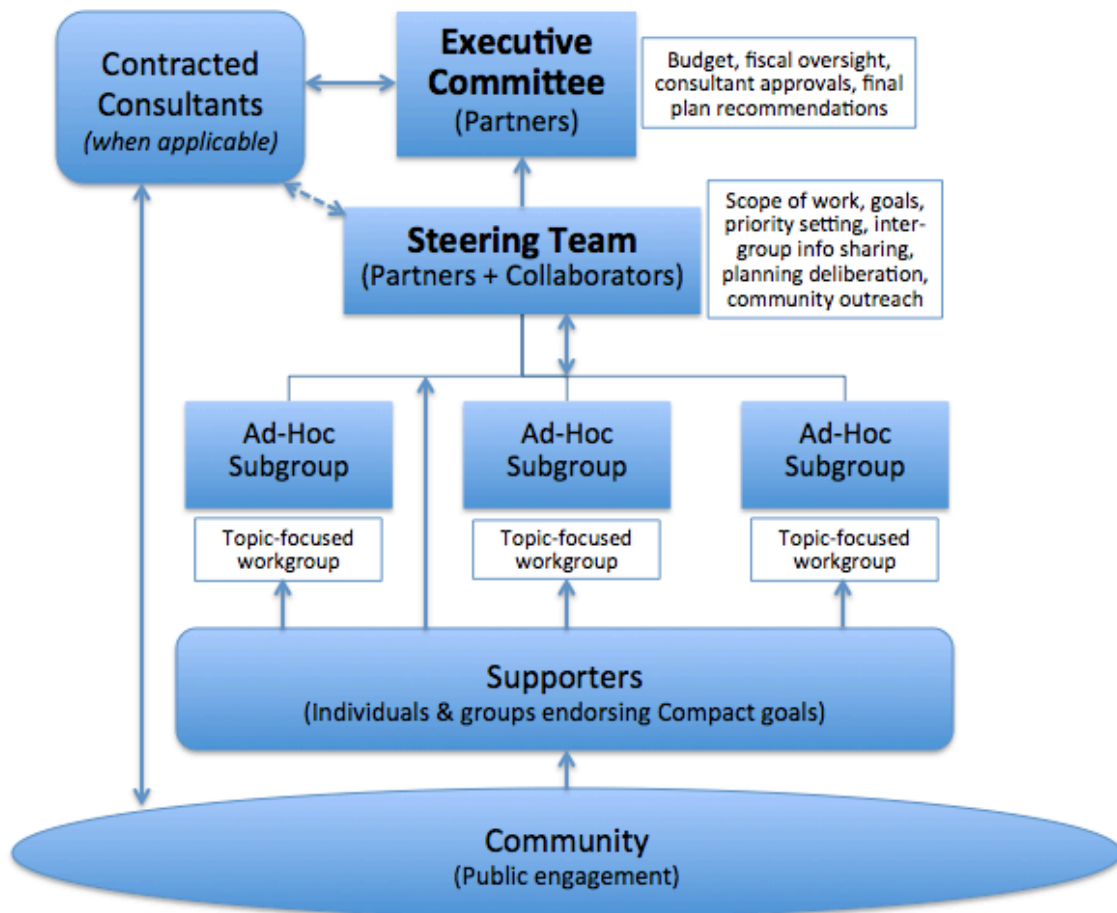
**Convener/Recorder:** Paul Dearlove

**Subgroup Charge:** Recommend the approach the Compact Steering Team will use to make decisions. Share proposal at the 11/8 Steering Team meeting.

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**Attendance:** Anne Baranski, Kyle Minks (for Dave Merritt), Mike Rupiper, James Tye, Paul Dearlove

## RECOMMENDATIONS



- Executive Committee. The executive committee consists of the partners as represented through their appointed designees. It is responsible for taking action on any issues that may be left unresolved at the steering team level, as well as financial/budgetary decisions, consultant hires (when applicable), and final plan deliverables.
  - Voting: Simple majority.
  
- Steering Team. Most general decision-making is expected to occur within the steering team, comprised of appointed designees currently representing six partners and 10 strategic collaborators. Decisions at this level will often be in response to proposals brought by ad-hoc subgroups. To ensure its effectiveness as a deliberative and decision-making body, it is recommended that the steering team not expand beyond a maximum of 18-21 member groups.
  - Voting: Consensus by those who are present through a showing of thumbs. Each partner and collaborator present technically gets one vote per represented group. A thumb up means in favor, a thumb down is opposed, and a thumb sideways is uncertain or can live with the decision of the group.
  - Determining consensus: Up to two no votes is still considered consensus. In the case of three or more no votes, the issue moves to reconsideration. This means it first gets referred back to the subgroup level in an attempt to reformulate a proposal that addresses any identified concerns. If consensus still cannot be reached at the steering team level, the issue goes to the executive committee for resolution.
  - Running meetings: The recommendation is for steering team meetings to be professionally facilitated by UW-Extension or a private service provider. This will help promote full and equitable participation opportunities among Compact participants.
  - Meeting participation: Consistent meeting attendance by at least one designee representing each group is very important. The recommended expectation is for one or both designees from each group to attend at least 75% of the scheduled meetings. Excessive absences could be grounds for losing voting privileges.
  
- Ad-Hoc Subgroups. Formed by and at the discretion of the steering team, ad-hoc subgroups are intended to tackle topic-specific issues that may be difficult to address within the time constraints of larger team meetings. It is the role of a subgroup to solicit advice from other groups or experts (when applicable), and

advance recommendations to the full steering team for consideration. Example topics that may be conducive to subgroups include:

- Scope-of-work logic model (COMPLETE)
  - Decision-making (ACTIVE)
  - Compact participation (ACTIVE)
  - Phosphorus loading
  - Verification of progress to-date
  - Urban strategies
  - Rural strategies
  - As-needed Request for Proposals
  - Public engagement
- Supporters. Supporters are active community groups and watershed leaders who are not official parties to the Compact, but have endorsed its goals by adding their names to a Statement of Support. Efforts should be made to keep supporters informed of public-engagement opportunities related to the Compact. In addition, the steering team or its subgroups are encouraged to call upon supporters for information, advice or community-outreach assistance whenever appropriate.

**ACTION ITEM:** Anne Baranski offered to serve as the subgroup's spokesperson. Paul Dearlove will provide her with summary notes to present at the 11/8 steering team meeting.