



Tools & Resources Committee Meeting Minutes
Monday, January 07, 2008
Atlas Mill – SEH

Member Participants: Jeff Mazanec (Chair), David Johnson, Dean Schiller, Jeff Elrick, Randy Junk, Janet Sosnosky, George Dearborn

Absent: None

Minutes Taken by: Nancy Lamers (DIVERSIFIED business solutions, inc.)

Summary of Action Items:

Name	Action	Deadline
Jeff Mazanec	1. Send a link to all committer members, with request for volunteer from each committee to update regularly in absence of NEWSC Coordinator 2. Follow-up and provide report at next meeting.	Next meeting
Nancy Lamers	1. Update group on progress of NEWSC site map/search tool 2. Locate PowerPoint of 200-slide version to use as master 3. Add “Seasonal Notice” banner to public website 4. Send link to public website to full membership for feedback, with request for seasonal notice topics 5. Add link to public website from www.newsc.org homepage	Next meeting

I. Meeting Called to Order at 10:05 a.m.

II. Approval of Minutes from Last Meeting

- a) Motion to approve by Dean Schiller
- b) 2nd by Jeff Elrick

III. Recap of November Meeting and Report on Action Items

- A. PermiTrack_{MS4} – Jeff Mazanec to send a link to all committer members, with request for volunteer from each committee to update regularly in absence of NEWSC Coordinator
- B. StormWatch Training Kit (purchase) – mentioned in December newsletter distributed to full membership
- C. StormWatch Training Kit (Discount) – mentioned in December newsletter distributed to full membership
- D. Poster Copyright Information – Research is inconclusive at this point. Jeff Mazanec will follow-up and provide report at next meeting.
- E. NEWSC Member Meeting – Next meeting is February 11
- F. www.newsc.org enhancements – Work in progress...Nancy Lamers to update group at next meeting
- G. NEMO Presentation file – Nancy Lamers to locate PowerPoint of 200-slide version to use as master (multiple versions used by different groups)
- H. I&E Committee Representative – Both Jeff Elrich & Dean Schiller serve on I&E and Tools & Resources committees
- I. Public website flipcharts – See Below

IV. Public Website Feedback

Jeff Mazanec provided an overview to the committee on flipcharts that were created associated to the development of the public website. The audience identified as the 2008 priority was private residents. Tools & Resources Committee is responsible to populate & design public website, with I & E Committee to focus on content.

Goal is to have as much success as municipal governments had with recycling program and effectively get public to act.

Future focus will be to add Toolbox link to offer “how to” documents (i.e. installation of rain barrels). Committee discussed the benefit of offering NEWSC “freebies” to direct residents to the public website, with upfront cost to NEWSC and possibly a reduced cost to municipalities.

Nancy Lamers to add “Seasonal Notice” banner and disclaimer, “This information is provided by the Northeast Wisconsin Stormwater Consortium (NEWSC). For more specific regulations, visit your county or municipal government website.” Addition of

NEWSC footer with phone # and website link is also needed. Once revisions are made, Nancy will send email to full membership with link news.org/public.

Nancy Lamers to add link to public website on www.newsc.org site.

V. NEWSC / SNEWPS joint activities – NEWSC to offer assistance to SNEWPS?

Jeff Mazanec showed example of City of Appleton BMP Operation Sheets that provide a means to record/report, measure/track, and identifies barriers to implementation. It is important that the BMP plan includes the people who do the work.

VI. Other Items for the T&R Committee

- A. Committee Vice Chair – Jeff Mazanec asked committee members to consider the Vice Chair position.
- B. Joint Meetings with other NEWSC committees – committee members agreed to the importance of staying in touch with other committees
- C. 2008 Priorities – The PermiTrack_{MS4} system is a hot priority for the beginning of 2008 because reports are due soon and many valuable NEWSC reports come from it.
- D. Jeff Mazanec gave an overview of FWWA Conference Agenda topics.

VII. Action Items Reviewed and Next Meeting Date Set

Next Meeting:
Monday, February 25, 2008
10:00 a.m. – Noon
Atlas Mill – SEH

VIII. Meeting Adjourned at 11:45 p.m.