



**Minnesota Mississippi River Parkway Commission  
Executive Committee – July 30, 2019  
State Office Building, St. Paul MN  
MINUTES - Draft**

**Members Present**

Sen. David Senjem – Chair  
Cordelia Pierson – Vice Chair  
Anne Lewis – Secretary/Treasurer

**Technical Advisors & Staff Present**

Carol Zoff – DOT  
Diane Henry-Wangenstein – LCC  
Chris Miller - Staff

**Members Absent**

Lisa Havelka - Tourism

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Meeting called to order by Chair Senjem at 10:10 a.m. The draft agenda was reviewed.

**Regional Meetings/Elections:** Plans for upcoming meetings were discussed. The Headwaters-Northwoods Regional Meeting will be held in Bemidji on August 5. Crossings and Scenic Region meetings will be scheduled for November. The committee recommended sharing details with the full MN-MRPC on process used to solicit applicants for the open commissioner position. The committee also recommended considering using the Secretary of State announcement process in the future if it would enhance our current process.

**Print Maps:** The timeline was discussed including finalizing design, gathering quotes, printing and shipping. The review and edit process will continue into fall with plans to print and ship to distribution partners for the 2020 summer travel season. Half the quantity will be held for shipment/resupply to sites the following year. A current draft of the map was provided for committee feedback and will also be brought to the MN-MRPC Quarterly Meeting on August 15.

**Website:** Project scope needs to be defined and final pricing quotes gathered before the project begins. Chris will work with LCC and Commission members on this. Committee was asked for recommendations on whom to include on a small project team. The committee recommended Megan Christianson, Lisa Havelka and Carol Zoff. The full MN-MRPC will also be asked for feedback during the project. Suggestions on website vendors and general approaches/content will be needed as the project proceeds.

**Ambassador Development:** The proposed outline in the meeting packet was discussed and will also be brought to the MN-MRPC for review and comment. The two year approach builds in the requirement to visit National GRR Interpretive Centers on an annual basis. Webinars were suggested as a way to deliver content also providing an opportunity for archiving and use later. There was also discussion on setting up online discussion groups (such as in Facebook) for long term connections between ambassadors. Requirements would include having an administrator, vetting and monitoring all posts, and clear identification of purpose. Volunteers and community members will have a role as ambassadors in the future as well and there should be ways to bring them in. The first round of meetings will likely begin in early 2020 after the print map is ready to go and the website project is nearing or at completion.

**Member Agency Leadership Tours and/or Presentations:** The committee discussed options to provide a GRR tour or presentation for member agency leaders along with expressing thanks for the agencies' contributions to the GRR and MN-MRPC. MN-MRPC members would also be invited. The committee's recommendation was to take Sen. Senjem up on his offer to schedule an early evening event which he would host. A light, informal dinner could be provided. Information including a

demonstration of Plan Your Trip would be presented. Cordelia and Anne offered to work with Carol and Chris on planning of the content for an event to be held this fall.

**FY 20 Budget:** Budget documents for fiscal year 2020 were included in the meeting packet. Committee members reviewed and discussed. The documents reflect an increase to the operating budget along with project funds to be utilized by FY 20 and FY 21. A suggestion was made to include a line item for MRPC 2020 Annual Meeting Planning, in FY 20, FY 21 or both.

**Partner Organization Presentations to MN-MRPC:** Cordelia provided an overview of the intent and communications that have taken place to date. The goal is to invite in other organizations also working on river related issues across multiple communities to share information about their work and look for opportunities to align or leverage efforts with each other and/or the MN-MRPC. Examples are Trust for Public Land, The Nature Conservancy and the Mississippi Headwaters Board. Options discussed included holding a special work session prior to a regular quarterly meeting or handling during a quarterly meeting with other agenda sections reduced or removed. This could be done on an annual basis depending on outcomes of the first session. A trial run of a work session prior to a quarterly meeting will be explored further. The committee discussed holding one meeting per year outside of St. Paul, possibly in conjunction with a regional meeting, and potentially highlighting an Interpretive Center. The committee agreed that this is something to consider for the future, possibly for August meetings.

**Commission Meeting Agenda Structure:** The committee discussed options to streamline quarterly meeting agendas. Their recommendation was to shift regional and agency updates to print form in the handout packet unless special circumstances such as action requested from the Commission, particular impact to the MN-MRPC/GRR or a special highlight. A brief template for the updates could be developed to help facilitate the process. This recommendation will be brought to MN-MRPC at the next meeting for consideration.

**Other Business:** A suggestion was made to consider planning a one day project for the Minnesota Great River Road that would allow all communities along the route to participate. A photo day was mentioned as an option. The committee recommended this be aligned with Drive the Great River Road Month when/if implemented.

**Adjournment:** The meeting was adjourned at 12:20 p.m.