



Bassett Creek Watershed Management Commission

Watershed Plan Steering Committee Meeting
Wednesday, October 4, 2023
8:30 – 10:30 a.m.
Wirth Lake Room, Brookview

AGENDA

1. WELCOME

2. REVIEW SEPTEMBER 7 MEETING NOTES – attached with meeting materials

3. DISCUSS MISSION, VISION, GUIDING PRINCIPLES

Homework for this meeting was to consider if changes are needed to the Commission's current mission statement: *Stewardship of water resources to protect and enhance our communities*. No input was provided by email.

At this meeting the group should decide whether to change the mission statement and/or develop a vision statement and guiding principles. (Please note this work was not included in the approved [scope and budget](#) for the Plan development.)

Here are helpful definitions:

A mission statement expresses an organization's core values and purpose. A strong mission statement is usually a concise phrase (about two to three sentences) that sets forward what the organization does, how it does it, and, sometimes, why. A mission statement outlines things the organization is doing in the present to reach their goals. The audience is usually the public and partners (external).

A vision statement is a short statement—about one sentence—that describes the future-facing goals and ambitions of the organization. It distills the organization's vision for the future in a way that outlines long-term goals and, similar to a mission statement, reflects core values. A well-crafted vision statement should serve as a guide or a mantra that inspires stakeholders within the organization to work toward the greater goal of the organization (internal audience).

Guiding principles are moral values that set standards and expectation for the way an organization works and makes decisions. One example could be: *The BCWMC will incorporate diversity, equity, inclusion, and access principles throughout its work.*

4. REVIEW PLAN PROCESS CALENDAR - attached with meeting materials

After the last meeting, it was suggested that staff outline the process moving forward, laying out all the work ahead during this phase in the Plan development. The attached calendar describes the tasks ahead and lays out a potential timeline for this work from now through 2024. PSC members should review and discuss at this meeting.

5. DISCUSS PLAN DEVELOPMENT BUDGET STATUS

At this meeting, staff will present the status of the Plan development budget and seek feedback on potential actions.

6. REVIEW NEW FORMAT & FINALIZE ISSUE STATEMENT AND GOALS FOR IMPAIRED WATERS & CHLORIDE –
attached with meeting materials

At the last meeting there was significant discussion on the format and terminology used to present issue statements, background information, and measurable goals. Using input from that discussion, staff reconfigured this material into a table and added a few columns including:

1. “Desired future condition” for each issue. This is the overarching, long-range goal related to the issue but not a goal that can necessarily be reached within the next 10-years.
2. Potential actions or tasks that can be considered to meet the goals. This IS NOT an exhaustive list of actions and tools and it won’t be finalized until later in the process. But it’s a good place keep track of potential actions and thoughts on “how” goals can be reached.
3. “Notes” section to keep track of ideas, timelines, discarded thoughts (and reasons for discarding), etc. This format should help streamline discussion and cut down on “going backwards” to rehash particular items.

At this meeting, the group should review and discuss the new format. Does this work better for moving forward? What’s missing? How can it be improved?

Also at this meeting, the group should finalize the issue statement and goals for the Impaired Waters and Chloride issues.

7. SET SCHEDULE FOR FUTURE PSC MEETINGS

It seems that morning meetings work best for this group. Meetings held one or two weeks after the Commission meeting works well for staff work-flow and for getting PSC outcomes ready for the next Commission meeting or getting input from the Commission for review at the next PSC meeting.

Please come to this meeting knowing which of these days of the month will work for a standing meeting 8:30 – 10:30 (or 9:00 – 11:00 if that’s better). We can adjust if holidays get in the way.

Fourth Monday
Fourth Tuesday
Fourth Wednesday
Fourth Thursday

First Monday
First Tuesday
First Wednesday
First Thursday

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