

**Wisconsin Recreation Best Management Practices for Invasive Species  
Advisory Committee**  
Marathon County – UW-Extension Office, Wausau  
October 22, 2007

**EXECUTIVE MINUTES**

**Meeting Participants**

| <b>Participant</b> | <b>Organization</b>                      |
|--------------------|--|
| Amy Staffen        | WDNR-Forestry                            |
| Bill Duncanson     | WI Park & Recreation Association         |
| Brigit Brown       | WDNR-Parks & Recreation                  |
| Dave Phillips      | Governor's State Trail Council           |
| Dave Newman        | Association of WI Snowmobile Clubs       |
| Evan Miller        | Chequamegon-Nicolet National Forest      |
| Gary Severson      | WI Conservation Congress                 |
| Gary Werner        | Sierra Club – John Muir Chapter          |
| Hank Wozniel       | WI ATV Association                       |
| John Jones         | WI Donkey & Mule Society                 |
| John Schnorr       | WI Off-Highway Vehicle Association       |
| Kelly Kearns       | WDNR-Endangered Resources                |
| Kris Tiles         | UW-Extension                             |
| Kevin Thusius      | Ice Age Park and Trail Foundation        |
| Kimberly Currie    | WDNR-Parks & Recreation                  |
| Rob McConnell      | WI ORV Council                           |
| Rolf Uttegaard     | Invasive Plants Association of Wisconsin |
| Sherry Klosiewski  | WDNR-Parks & Recreation                  |
| Tim Krueger        | Wisconsin 4-Wheel Drive Association      |
| Will Christianson  | WI Department of Tourism                 |

**Introductions**

New members to the Committee: Evan Miller (U.S. Forest Service), Kevin Thusius (Ice Age Park and Trail Foundation) and John Schweitzer (WI County Forests Association).

**Results of Scheduling Survey**

Amy presented the results: 19 respondents answered the online survey. Regarding day of the week: Of all those indicating weekend dates were the best (five respondents), they also indicated at least on weekday that worked for them as well. All others indicated that weekdays are preferred. Regarding time of day: Three respondents have difficulty attending meetings held during working hours. Amy assigned a numerical value to all *yes*, *no* and *uncertain* responses to determine the most numerically favorable days of the week to hold meetings. The results: Tuesday is the most highly favored, Wednesday coming in second place, and Monday and Friday sharing the third-place slot (see chart below).

| <b>Scheduling Survey Results, October 2007</b>       |           |           |           |           |          |          |
|--|-----------|-----------|-----------|-----------|----------|----------|
| Key: 0 = no, 1 = uncertain, 2 = yes                  |           |           |           |           |          |          |
| In general, what days of the week work best for you? |           |           |           |           |          |          |
| Monday   | Tuesday   | Wednesday | Thursday  | Friday    | Saturday | Sunday   |
| 0  | 1         | 2         | 2         | 1         | 0        | 0        |
| 1  | 2         | 2         | 1         | 1         | 0        | 0        |
| 1  | 0         | 0         | 0         | 2         | 2        | 2        |
| 2  | 1         | 1         | 2         | 0         | 0        | 0        |
| 2  | 1         | 1         | 1         | 2         | 0        | 0        |
| 2  | 2         | 1         | 1         | 0         | 2        | 0        |
|  | 2         | 2         | 2         |           |          |          |
| 2  | 2         | 1         | 2         | 2         | 0        | 0        |
| 2  | 2         | 2         |           |           |          |          |
| 2  | 2         | 2         | 2         | 2         |          |          |
| 2  | 2         | 2         | 2         | 2         | 0        | 0        |
|  |           |           |           |           | 0        | 0        |
| 2  | 2         | 2         | 2         | 2         | 2        | 0        |
|  | 2         | 2         | 2         | 2         | 0        | 0        |
| 2  | 2         | 2         | 1         | 2         | 1        | 0        |
| 2  | 1         | 0         | 2         | 2         |          | 2        |
| 1  | 2         | 2         | 1         | 1         | 0        | 0        |
| 1  | 2         | 2         | 2         | 1         | 0        | 0        |
| 2  | 2         | 2         | 1         | 0         | 0        | 0        |
| <b>26</b>  | <b>30</b> | <b>28</b> | <b>26</b> | <b>22</b> | <b>7</b> | <b>4</b> |

**Set Next Meeting Date**

√ **Decision:** The next Advisory Committee meeting will be Tuesday, December 18<sup>th</sup> (changed from Monday, December 17<sup>th</sup> that was set tentatively at previous meeting).

**Approval of August 20<sup>th</sup> minutes**

√ **Decision:** Minutes approved.

**Camping BMP Template** (attached)

Sherry Klosiewski presented this document to the group. A subgroup (Amy Staffen, Kimberly Currie, Sherry Klosiewski, Lisa Renier Thomas and Mindy Krolick) created this to serve as a template for Spokes Groups as they develop their own BMPs. It was emphasized that this is just a first draft, and that the Camping Spoke Group still needs to solicit input from all interested stakeholders and discuss further possible additions, subtractions or modifications. Comments relating to camping BMPs were therefore discouraged during this discussion, while those relating to the template and format of the document were invited.

**BMP Development Guide**

Amy Staffen created this guide to assist Spokes Groups during the BMP development process and to ensure uniformity in products from all groups. The document will be posted separately in the members’ area of the Recreation BMP Website. Amy demonstrated the usage of the guide by referring to the Camping template. She encouraged groups to focus on users for today’s small group discussions (see below), and to jot down comments and ideas relating to land and facility management on the last page for future discussion.

## Discussion Regarding BMPs for Land Managers

All committee members agreed that there would likely be a lot of redundancy among the different Spokes groups vis-à-vis land management and facilities, emphasizing the importance of developing universally agreed-upon BMPs that can be applied across-the-board.

- √ **Assignment:** Amy Staffen will consolidate all comments that were written on the last page of Spokes Groups small group discussions at the meeting today, and add Sherry Klosiewski's draft BMPs for land management relating to Camping. This will serve as a springboard for discussion at the Land Management/Facilities Spoke meeting described below.
- √ **Assignment:** The Land Management/Facilities Spoke group will begin discussing BMPs through a conference call that Amy Staffen will coordinate. Members include: Bill Duncanson, Dave Newman, Gary Werner, Brigit Brown, Kelly Kearns, Rolf Utegaard, Dave Phillips, Evan Miller, Tim Krueger and Kimberly Currie. A representative of this Spoke will report the results of this meeting at the December Advisory Committee meeting.

## Identify Spokes for Small Group Work Today

Based on stakeholders present at today's meeting, it was decided that Committee members would break into three small groups and develop draft BMPs for the following spokes: Motorized Vehicles, Hiking & General Recreation, and Animals.

## Small Group Spokes Discussion – Developing Draft BMPs

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- The main goals of today's small group work are to:
  - evaluate the format of the BMP template,
  - evaluate the structure of the BMP Development Guide,
  - foster familiarity in the BMP development process so that all committee members can develop BMPs for other Spokes groups independently.
  - develop drafts of BMPs. All BMPs and supporting text will be reviewed by technical experts for accuracy as well as by the whole Advisory Committee before they are finalized.

The results of the small group at the meeting were positive. All three groups successfully completed the BMP Development Guide. Spoke Leaders for the three groups are:

- Motor Vehicles – Will Christianson
- Animals – Vacant (Mindy Krolick suggested *in absentia*). John Jones is willing to serve as an 'assistant' to the leader.
- Pedestrian-Based Recreation (renamed from "Hiking and General Recreation) – Kevin Thusius

- √ **Assignment:** Spokes group leaders will ensure that all sections of the BMP Development Guide are completed and transcribed. They will email them to Amy Staffen by October 29<sup>th</sup>.
- √ **Assignment:** Spokes group leaders will share the transcribed notes via email with stakeholders that were absent from today's meeting. They will follow guidelines set forth for Spokes Leaders in these meeting minutes under 'Large Group Discussion' below.

## Large Group Discussion

Discussion participants were asked to critique the BMP Development Guide and process. The following comments were offered:

- Need more writing space for many sections (*Members of Discussion Group* section, *Introduction* sections, and *Best Management Practices* section).
- Some felt that stating actions that individuals can take to prevent intro and spread of invasives in *Introduction* is redundant to *BMPs* section. This should be considered optional, depending on if it can be briefly and meaningfully summarized in the Introduction.
- Eventually, it may be helpful to create a matrix that has Spokes groups on one axis and BMPs on the other axis, with intersections providing a quick guide to the larger BMP document that is created.
- The role of Spoke Group Leader was not defined in the BMP Development Guide. The large group then defined the responsibilities:

### Responsibilities of Spokes Group Leader

1. Develop and maintain a list of Spokes Groups members and contact info
2. Arrange communications among Spokes Groups members by meeting, email, telephone conference, or other means.
3. Ensure that meeting minutes are written and submitted to Amy Staffen for record keeping.
4. Take steps to solicit feedback from stakeholder groups that are not represented in the Spokes Group discussions. Carefully document communications and submit to Amy Staffen for record keeping.
5. Send draft BMPs out to Spokes Groups members via email or 'snail mail.'

## Discuss BMP Development Process

The large group evaluated all remaining Spokes for sufficient leadership and membership. The following stemmed from this discussion:

- 'Winter Sports' Spoke should be dissolved, and its recreational activities integrated into other Spokes as follows:
  - Cross-Country Skiing → Pedestrian-Based Recreation
  - Snowmobiles → Motor Vehicles
  - Ice Fishing → Hunting and Fishing
  - Snowshoes → Pedestrian-Based Recreation
  - Mushers/Skijor → Animals
  - Winter ATVs → Motor Vehicles
  - Winter Hiking → Pedestrian-Based Recreation
  - Winter Camping → Camping
- Concern was expressed for the lack of representation by Native American Tribes on the Advisory Committee. Thus far, Tribal representatives have not been able to participate, though they have been informed of Committee

activities. Spokes leaders are reminded to take steps to solicit feedback from Tribal representatives as they develop draft BMPs.

- Hunting Spoke BMPs should be relatively simple based on the fact that BMPs were developed today for animals, motorized vehicles and pedestrian-based recreation. Concern was expressed that some of the Advisory Committee members representing this interest have trouble attending meetings.
- √ **Assignment:** Amy Staffen will create a foundation for discussion for the Hunting Spoke by consolidating the three draft BMPs generated by the Pedestrian, Animal and Motor Vehicle Spokes. She will then email this to stakeholders, including: John Jones, Lisa Renier Thomas, Rob McConnell, Gary Severson, John Schnorr, Tim Krueger, Scott McAuley, Wright Allen, George Meyer. It is hoped that this group can meet outside of the Advisory Committee to discuss BMPs, then provide a report at the December meeting.
- √ **Assignment:** The Biking Spoke will be convened by Brigit Brown in Milwaukee to develop BMPs outside of the regular Advisory Committee meetings. She will report to the December Advisory Committee meeting on the results of these meetings.

## Summary Report of Recreation Invasive BMP Spokes Groups

October 22, 2007

| Spoke                          | Leader            | BMP Devel. Guide Completed | Other Notes  |
|--------------------------------|-------------------|----------------------------|--|
| Pedestrian-Based Recreation    | Kevin Thusius     | Yes                        | Formerly "Hiking and General Recreation"   |
| Motorized Vehicles             | Will Christianson | Yes                        |  |
| Animals                        | Vacant            | Yes                        | Mindy Krolick proposed as possible leader, <i>in absentia</i> .  |
| Hunting, Fishing, Trapping     | Vacant            | No                         | <ul style="list-style-type: none"> <li>◦ Kimberly Currie will seek a leader.</li> <li>◦ Amy Staffen will create a foundation for discussion for the Hunting Spoke by consolidating the three draft BMPs generated by the Pedestrian, Animal and Motor Vehicle Spokes. She will then email this to the stakeholders.</li> <li>◦ It is hoped that this group can meet outside of the Advisory Committee to discuss BMPs, then provide a report at the December meeting.</li> </ul>   |
| Camping                        | Vacant            | No                         | Draft Introduction, BMPs and considerations created as a template for Advisory Committee. Spokes members need to identify a leader, complete the BMP Development Guide, and communicate with under-represented stakeholders as needed.   |
| Bicycling                      | Vacant            | No                         | Biking Spoke will be convened by Brigit Brown in Milwaukee to develop BMPs outside of the regular Advisory Committee meetings. She will report to the December Advisory Committee meeting on the results of meeting.   |
| Winter Sports                  |                   |                            | Spoke 'dissolved.' Individual activities integrated into other spokes (see above, 'Discuss BMP Development Process').  |
| Land Management and Facilities | Vacant            | No                         | <ul style="list-style-type: none"> <li>◦ The Land Management/Facilities Spoke group will begin discussing BMPs through a conference call that Amy Staffen will coordinate. A representative of this Spoke will report the results of this meeting at the December Advisory Committee meeting.</li> <li>◦ Amy Staffen will consolidate all comments that were written on last page of Spokes Groups small group discussions at the meeting today, and add Sherry Klosiewski's draft BMPs for land management relating to Camping. This will serve as a springboard for discussion at the Land Management/Facilities Spoke meeting described above.</li> </ul> |