

Minnesota Forest Resources Council
Personnel & Finance Committee
February 23, 2006
DNR – 6th Floor Commissioner’s office conference room
MEETING SUMMARY

P&F Committee members present: Al Sullivan, Wayne Brandt, Brad Moore (alternate for Dave Epperly), Shaun Hamilton, Paige Winebarger

MFRC staff present: Dave Zumeta, Jenna Fletcher

Personnel Update

Jenna Fletcher reported that she hired Leslie McInenly as a quarter time Information Specialist to provide administrative and information management support.

Dave Zumeta reported that Cynthia Osmundson has accepted a job as a Forest Planner with DNR Forestry. Dave is exploring the feasibility of utilizing the original slate of candidates, either with or without additional candidate interviews, in order to obtain a replacement for Cynthia.

Al Sullivan announced that, beginning March 1, for personal reasons, he will work 25% time as a Special Assistant to the President of the University of Minnesota. Al plans to retain his role as Chair of the MFRC.

Review FY06 Mid-year Budget Expenditures

Jenna Fletcher reviewed MFRC’s budget expenditures across the various programs and activities of the MFRC. Spending is on pace for the year, except in the landscape program, where spending is behind pace due to staff transitions.

Wayne Brandt commented that he feels it is important to reconstitute the Research Advisory Committee (RAC), for which \$12,000 is earmarked. Al Sullivan and Dave Zumeta responded that they agree, but that due to the pending merger of the University of Minnesota’s College of Natural Resources and search for a new dean, there is not a logical chair for the RAC. Wayne suggested individuals who could possibly serve as interim chair until the new combined college is in place. Dave and Al agreed to work with Bob Stine to reconstitute the RAC.

Discussion: Clarify protocol for committee updates – handout at meeting or mail in advance?

Jenna described the current practice of providing written committee updates during Council meetings, which minimizes the number of documents sent in the meeting package. However, this practice results in handing out a large volume of documents during the meeting, and the uncertainty of whether they are read by Council members. Paige Winebarger suggested that committee reports should be sent as part of the mailing, but should be 1 or no more than 2 pages long, and in a consistent format across all the committees. Committee members agreed with this protocol; it will be implemented for the May Council meeting.

Review Committee Status

Dave Zumeta noted that 3 of 4 committee chairs (Jan Green, Dave Parent and Al Sullivan) have appointments that end on January 2007, along with almost half of MFRC members. Depending on the outcome of the Governor’s race, this could have significant impact on the MFRC. Dave will monitor this situation.

Dave and Jenna reviewed the status of charters for each of MFRC's committees:

Landscape Committee: A draft committee charter was developed and will likely be approved at the March 15th MFRC meeting.

Information Management Committee (IMC): The P&F members noted that the IMC charter is not in the same format and level of specificity as the draft Landscape Committee charter. They directed Jenna to work with Jan Green, IMC Committee Chair, to revise the charter and bring it to the MFRC for approval.

Site-Level Committee: Has an approved committee charter. This committee has two large projects this year: biomass guideline development and Riparian Science Technical Committee.

Personnel & Finance Committee: This committee does not have a charter. Dave Zumeta will draft one for review by members. Then it will be brought to the MFRC for approval.

Review March 15th agenda and discussion of forest policy issues

Dave and Jenna handed out a draft document that listed possible 2006 policy issues and the specific activities that could be conducted by the MFRC.

Paige Winebarger commented that Policy Issue #5 (globalization) relates to Policy Issue #1, and Dave Zumeta noted that in fact, globalization affects all the policy issues.

The committee asked Dave and Jenna to reformat the document for the March 15th meeting to show the conceptual linkages between the top 5 policy issues and place them in context of the broader trends affecting Minnesota's forests. In addition, the actions should be categorized into two areas of MFRC activity: "take action" and "know more about or monitor."

The meeting concluded at 4:40 pm.