

Water Leadership Team Meeting Notes

Date: Monday, November 6, 10:00 AM- 12:00 PM

Location: McCarty 1031A

Present: Joe Schaefer, Mark Clark, Karl Havens, Wendy Graham, Lisette Staal, Shannon McGee, Joan Bradshaw, Katie Migliaccio, Marty Main

Meeting Results and Action Items Agenda Item:

1. Revised INITIATIVE Priorities

- a. Agreed on the preliminary changes suggested for priority 2 and 3. Added that Priority 1 should also include similar verbiage. Suggested adding to all focus on the “why” for each of the current priorities alluding to sustaining water resources, and the benefits to both ecosystems and Florida’s economy.
ACTION: Wendy will redraft the 3 priorities incorporating suggested edits and share with each subgroup for their input, etc.

2. Priority sub-committee PRESENTATIONS - using consistent language and level of detail to set the stage for summit discussions

- a. Recognized wide range of understanding on terms, but agreed to use certain terms to assure consistency for use during the Water Summit. Referring to the standard format used for Extension tenure and promotion, we agreed to follow the following terms when developing a PLAN OF ACTION for each PRIORITY...
 - i. Situation,
 - ii. Objectives
 - iii. Educational Programs
 - iv. Outcomes (1) knowledge/learning outcomes and (2) behavior/action outcomes
- b. Agreed that the leadership committee sub-groups DRAFT STATEMENTS currently being developed as a basis for the full presentation should keep a standard focus, starting with OUTCOMES.
ACTION: Kati, Joe, and Mark Clark lead each of the groups to finalize their list of POTENTIAL OUTCOMES and AUDIENCES, and sample EDUCATIONAL PROGRAMS, and share with the full leadership team as soon as possible.
- c. The PRIORITY INTRODUCTORY PRESENTATIONS will be no more than 15 minutes each (including some discussion) -- presentations should be about 8 minutes to allow for questions of clarification and brief discussion. Presentations will be used only as STARTING POINT for discussions and should follow a STANDARD FORMAT –
 1. Situation
 2. Sample Outcomes
 3. Potential Audiences

4. Sample Educational Programs

ACTION: PRESENTATIONS should be developed in draft by the next Leadership Team Meeting. Lisette will share a suggested brief template.

3. Revised Summit Objectives and Agenda - Had significant discussion and input on revising the agenda to reflect the consistent terminology and focus on developing OUTCOMES for each priority. Agreed that we need to assure appropriate amount of time for discussions of final reporting on Day 1 (potentially begin Day 2 with more detailed discussion on the results of the first day). Agreed that it would be beneficial to include a “reception” at the end of the day on the first day in which we might be able to continue discussions informally.

ACTION: Lisette will revise the draft agenda to incorporate suggestions.

ACTION: Need to determine LOGISTICS for reception idea.

4. Schedule the next meeting for the last week of November, first week of December. **ACTION: Lisette set up a doodle to schedule meeting.**