

Wisconsin Invasive Species Council | Education Committee

Meeting Notes

August 21, 2018

Participants: Greg Long, Christa Schaefer, Kelly Kearns, Jeanne Scherer

Standard Operating Procedures

- Keep it relatively short and simple
- Look at examples – like the DIST Prioritization Team Charter
- Could have sub-committees for ISAM/Include Invader Crusader Planning; NR 40 Outreach. Describe their tasks and responsibilities
- Include: Membership – existing and desired; Overall Goal; Tasks; Subcommittees; Decision-Making.
- Include timeline
- Include deliverables
- Could suggest that we get members appointed from other organizations and agencies.
- Include the current tasks that we are involved with (ISAM, ICA, Summit in the past, UMISC)
- Current Education Committee Charge: Seek ways to enhance outreach and education efforts in raising statewide awareness on the identification and prevention of invasive species.

Next Steps:

- Develop a draft of SOPs/Team Charter
- Share with Council for approval and possible adoption by other Council Committees.
- **Tara** – share draft template for Charter/SOPs with executive Committee at next meeting – an outline.
- **Tara** – start to draft Team Charter for Education Committee based on today's discussion. Within a few weeks. Provide a draft at October Council meeting.
- Then, share with Council at October meeting and recommend that the other committees use the same template and fill in their respective details.

- Possible task for Education Committee in relation to NR40 Revision
 - Identify groups that we need to reach
- Council website – could this be a task of the Education Committee.
- How do we better let people know about the website?
 - This is a task in itself.

EDUCATION (Education Committee) 2015-2017 Goals. See updated Goals..

- Provide leadership and oversight for Invasive Species Awareness Month activities.
- Provide leadership and oversight for Invader Crusader Awards program.
- Provide leadership and oversight for annual Invasive Species Education Summit.

- Work with state agencies and others to identify and establish educational goals for outreach associated with NR 40, Wis. Admin. Code.