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| **Item #** | **Time** | **Topic** | **Person/People Responsible** |
|  | **9:00 - 9:15 AM** | Call Meeting To Order   * Welcome + Introductions | Karen Zumach, president MNSTAC |
|  | **9:15 – 10:15 AM** | MN and WI State Foresters: Program Overview and Facilitated Discussion   * **Roles and opportunities of the programs, councils.**   Forrest Boe: The Minnesota Shade Tree Advisory Committee (MNSTAC) has an important role, which is to advise both the Division of Forestry, as well as the state forester.  Fred Souba added that the connections and commonalities between Minnesota and Wisconsin are great. He also said that in Wisconsin, they have a variety of programs, including Act 59, which deals specifically with storm issues and cleanup efforts.   * **How do we best work together, share information and have a collective voice?**   Forrest Boe: MNSTAC helps bolster funding efforts at the legislature for a variety of issues, including Emerald Ash Borer.  Fred Souba: Wisconsin has an Urban Forestry Council, and a Forestry Council, which are both statutorily required. He also pointed out that there could be a stronger connection between traditional forestry and Urban forestry. He believes that having a UCF representative on these councils really makes a huge impact.   * **How do the programs and councils fit into the NMSFA/NASF structure?**   Forrest Boe provided a brief overview of the NMSFA (Northeast Midwest State Foresters Alliance). He said that the mission of the NMSFA is to coordinate knowledge and cooperation between the 20 states in the alliance. Within the NMSFA, there are eight committees with representatives from a number of participating states in attendance.   * **Are there issues/opportunities that the State Foresters see that can be addressed by/through the councils collectively?**   Forrest Boe said that NMSFA and other state forestry organizations advise the state forester on issues or opportunities. He went on to say if one of these organizations or committees suffer – then all the groups suffer. He emphasized the point that all of these entities are tied together, all working toward common goals.  Fred Souba added that with the help of councils and committees, big issues like climate change and EAB can be spotlighted and brought to the attention of the legislators. He said these types of multi-agency meetings and collaborations need to continue to be successful. | Forrest Boe, MN DNR, and Fred Souba, Jr., WI DNR |
|  | **10:15 – 10:30 AM** | US Forest Service Urban and Community Forestry   * **State-Federal partnership introduction. How do councils fit in?**   Jill Johnson said that by having both the Minnesota and Wisconsin councils meeting and collaborating, it serves as a model for other councils on how to move forward and to work with one another.  Jill then provided a quick overview of how the U.S. Forest Service Partnership works and what the different components are. She talked about the financial, technical, and strategic components of the partnership and how the U.S. Forest Service is to provide support to State Foresters. Clarification was given to explain the purpose of the seed money provided to the states from the USFS, but that the states hold the primary responsibility of growing their UCF programs.  Jill then talked about the how the budget request works each year, and how both Congress and the President determine the budget for the year. | Jill Johnson and UCF Program Manager, USFS |
|  | **10:30 – 11:00 AM** | State Urban Forestry Programs   * **What’s innovative or exciting about your urban and community forestry program?**   Jeff Roe gave an overview of Wisconsin’s staffing and partnerships. He said that they hold a Good Health Grows on Trees conference, which is well attended. Based on interest and attendance, they are hoping to have more conferences in the future. He then emphasized the need for more training and network building opportunities.  Valerie McClannahan talked about the MN DNR’s staffing layout, including the addition of a much needed position to assist with EAB grants. She also talked in detail about pass-through money through the University of Minnesota, which helps provide UCF-related work and support. Additionally, MN DNR has work they do with grants, education and outreach, and resource assessment. | Valerie McClanahan, MN DNR, and Jeff Roe, WI DNR |
|  | **11:00-11:15 AM** | Dean Alberty gave a brief overview of the Missouri Urban Forestry Council. He said that their Council works across six different regions by listening to the wants and needs of the different communities. He said that there is a lot of camaraderie between the regions and that they work together to identify where to spend time and energy.  Dean also talked about Missouri’s fund raising efforts. They host an annual meeting, where several top speakers come and share insights and knowledge. This annual meeting is very successful and generates quite a bit of funding.  He then thanked the council for allowing him to come and be a part of this meeting. He said that he would very much like to participate in future council meetings and gatherings. | Dean Alberty, Missouri Urban Forestry Council Vice-Chair |
|  | **11:15 – 12:00 PM** | Climate Change Impacts and Adaptation Strategies for Urban Trees  30 minute presentation; 15 minute Q & A  Leslie Brandt provided an overview of the Climate Change Response Framework that assesses – on a regional level – the impacts and vulnerability of climate change on tree species at regional and local levels. She discussed various factors to vulnerability, such as biological, physical, and human factors.  She then went on to talk about local tree vulnerabilities, in places like parks and communities. Some vulnerabilities in these areas include social and cultural vulnerabilities. Leslie then talked a bit about adaptation resources, and what plans and strategies that best help communities.  Next, she talked about a pilot project that she helped with in the Chicago, Ill. area. She then provided a few slides on the summaries of what they discovered in Chicago. Leslie referenced several resources that are available to communities for information about climate change, specific to their area. <https://adaptationworkbook.org/> | Leslie Brandt, Climate Change Specialist, Northern Institute of Applied Climate Science,  USDA Forest Service |
|  | **12:00 – 1:00 PM** | **LUNCH** |  |
|  | **1:00 – 2:00 PM** | Council Sharing Time (results from survey)  Karen Zumach and August Hoppe had the group break up into smaller groups and proceeded to pose a question to the group, had them discuss that question among themselves for a few minutes, and then everyone came back together for an organized discussion on each question. Below is a list of responses to each of the proposed questions.   1. **What are your current challenges?**  * Funding availability issues. * Engagement of members. Attendance to action items. * Advocacy - how to make a difference? * How to measure success? Metrics? * Wisconsin: lot of opportunities to do things, but hard to have a clear goal or something to work toward. * Bring new people in and not overwhelm them with government complications and acronyms. Not wading through things and not being able to comprehend everything. Finite goals and achievements. Onboarding. * Minnesota: Greater Minnesota not represented in urban areas (public works director expected to know everything.) * Being able to obtain the knowledge of people who retired, and to carry that knowledge forward. * Minnesota: Participation in forums and getting people to attend those meetings. * Advising the state forester with an action plan that is due every ten years. How often can they advise the state forester? Clear understanding how to advise and how frequently*.*  1. **What are your recent successes?**  * State forester attendance * Iowa: Tree City USA lunch and workshop (CEU credits). * Build engagement * Minnesota: MNSTAC helps with LCCMR and lobbying efforts. Fruitful education efforts. * Minnesota: Collaborating with other forestry organizations in the State. * Minnesota: EAB funding for state and federal level. * Minnesota: Congresswoman Betty McCollum’s support * Wisconsin: UCF getting added to all forestry positons. * Multi-organization coalition – which is the only group that does this in the Country. (Regional Meeting). | Karen Zumach, president MNSTAC, and August Hoppe, chair WI UFC |
|  | **2:00 – 2:30 PM** | Arborist Apprenticeship Program   * **Overview of what apprenticeship is, what it means for the industry, how it was developed, how it is growing, along with national efforts by TCIA to elevate it to a national effort.**   August Hoppe talked about the Wisconsin Arborist Apprenticeship Program. He said that the program established four years ago, but it has been challenge for it to get the program off the ground. He then provided an overview of how the program works and how it collaborates with technical colleges and tree care companies to provide training to individuals the knowledge and stills to be successful.  August also mentioned the fact that Minnesota has started to get an apprenticeship program started, and is working with the Department of Labor and Industry to finalize guidelines. | August Hoppe, chair WI UFC |
|  | **2:30 – 3:00 PM** | MN and WI State Forest Action Plans   * **How is urban forestry incorporated into state plans?**   Valerie McClannahan and Laura Lorentz share about Minnesota and Wisconsin’s Forest Action Plans and talked about how Urban Forestry gets incorporated in those state plans.  First, they provided an overview of the action plan – saying that it was a ten-year strategic plan that guides the work of the forestry community. It provides statewide forest assessment and strategy. This plan also helps guide the community forestry workers, who will be requesting funding.  Valerie said that in Minnesota in 2017, a survey was provided to stakeholders, as a way of identifying five different goals (planning, management, education and awareness, environmental health, and human health), and the stakeholder provided input on the prioritization of these goals. Currently, the action plan will be open for public review. Then will be amended and finalized, before implementation can begin.  Laura talked about Wisconsin’s approach to forming their 2020 action plan. The Wisconsin DNR formed a technical team – with representatives of each of their six identified subject area. These areas include forest characteristics, ecology and management, forest health, fire management, forest socioeconomics, climate change, urban and community forestry, public forests, and private forests.   * **How can FAPs be more integrated in regional ways?**   Laura said that the action plans are a tool to identify common goals and issues across state boundaries. By continuing to be in communication with your Minnesota or Wisconsin counterparts, as well as having state representatives collaborating, the issues and goals are addressed better, together.   * **How is FAP used to shape programming for next 10 years?**   Both Valerie and Laura said that their respective forest actions plans would move programs forward. Laura said that the action plan helps guide Wisconsin’s 5 year Strategic Direction. Valerie said that Minnesota uses the action plan to guide their priorities and direction for the future, as well as using it to guide MN DNR’s federal funding and competitive grant applications. | Valerie McClanahan, MN DNR, and Laura Lorentz, WI DNR |
|  | **3:00 PM** | **ADJOURN** |  |