

Wednesday, November 1		Session 1		10:30 am - 12:00 pm	
<b>Taking GIS into the Field</b>		<b>Do You Buffer?</b>			
<b>Track:</b> Org Capacity <b>Skill Level:</b> Beginner <b>LGU Org:</b> All		<b>Track:</b> Program <b>Skill Level:</b> Intermediate <b>LGU Org:</b> All			
<p>This session will give participants an overview of how to use Collector for ArcGIS, a mobile GIS application. Collector for ArcGIS allows map access and data collection capabilities in the field without a data connection. Collecting, storing, and managing spatial data on site is becoming increasingly more useful. In this hands-on session, participants will learn to use Collector for ArcGIS to collect and update data, download maps to work offline, store points/features, attach photos, and share data with other ArcGIS users. Building GIS data frameworks will be reviewed. Examples of how LGUs can utilize this application will be discussed. Dress appropriately for outside session. <b>Bring your own IOS 8, Windows 10.0.586, or Android 4.1 or later device with GPS capabilities.</b></p> <p><i>Trainers: Philip Larson &amp; Michaela Clingaman – Cook SWCD &amp; Kyle Oberg – Cook County</i></p>		<p>With Riparian Aid available to counties and watershed districts who elect jurisdiction to enforce the Riparian Protection (Buffer) Law, this session will discuss how to move forward with the process. What type of ordinances should your board consider? What needs to be in the notification letters sent out to landowners? What documentation needs to be kept throughout the process? How should the county, watershed district, and soil and water conservation district be working together to implement this new program? These items and more will be covered so you can walk away feeling more confident moving forward with implementation of the Buffer Law.</p> <p><i>Trainers: Tom Gile – BWSR</i></p>			
<b>That Line Doesn't Look Right! - Reviewing Wetland Delineations</b>		<b>Conservation Seed 101</b>			
<b>Track:</b> Wetlands <b>Skill Level:</b> Intermediate <b>LGU Org:</b> All		<b>Track:</b> Technical <b>Skill Level:</b> Intermediate/Advanced <b>LGU Org:</b> All			
<p>A consultant has just submitted a wetland delineation - now what? This session will focus on what every TEP member needs to know in order to review a wetland delineation. Concepts that will be covered include normal circumstances, aerial photo review, interpreting antecedent precipitation data, adjusting boundary lines, decision "renewals" and informal LGU boundary determinations.</p> <p><b>Earn 1.5 Direct WDCP Continuing Education Credits</b></p> <p><i>Trainer: Ben Meyer – BWSR</i></p>		<p>Discussions about seed and seed mixes for conservation projects have been heightened due to concerns about Palmer Amaranth and other noxious weeds, seed supplies, source requirements, and challenging projects such as riparian buffers, pollinator plantings and eroding slopes. This session will focus on new tools and guidance related to seed mix design and use, as well as consideration for meeting Minnesota's Seed Law and addressing Palmer Amaranth and other Noxious Weeds.</p> <p><i>Trainers: Dan Shaw – BWSR &amp; Denise Thiede – MDA</i></p>			
<b>Conservation Universe: Orientation to the Who, Why, and How of Your Role in MN Conservation</b>		<b>Happy New Year! Now it's Reporting Season!</b>			
<b>Track:</b> Basics <b>Skill Level:</b> Beginner <b>LGU Org:</b> All		<b>Track:</b> Repeats <b>Skill Level:</b> Beginner <b>LGU Org:</b> SWCD			
<p>The conservation universe has many galaxies that can make navigating among the stars difficult for the novice. Local, state, and federal agencies each have their own gravitational pulls that can confuse even the most intrepid new employee. And then there are those landowners. Without a good star map, it is maddening! Attendees to this session will get a firm understanding for how the many galaxies within the conservation universe align and how best to navigate toward the Clean Water Galaxy while avoiding the dreaded bureaucratic black hole. This is a revamp from previous years' sessions and is a must for all new employees.</p> <p><i>Trainers: Jason Weinerman &amp; Jennifer Mocol-Johnson – BWSR</i></p> <p style="text-align: right;"><b>Also offered 11/3, 8:30</b></p>		<p>The new year is a fun and exciting time, full of hopes and dreams of what the new year will bring. It's also time to look back at what was accomplished over the last year. This session will cover the basics of SWCD year-end reporting requirements, including grant fund reporting, website reporting, and financial reporting. Participants will leave this session with an understanding of the specific reporting requirements, the information needed to complete these reports, and where they can find more information when back in the office.</p> <p><i>Trainers: Matt Fischer, Linda Donnay &amp; Bill Eisele – BWSR, Trudy Determan – Traverse SWCD</i></p> <p style="text-align: right;"><b>Also offered 11/3, 8:30</b></p>			
<b>Composing a Grant Symphony: Hitting the High Notes to Climb Above the Rest</b>					
<b>Track:</b> Workshops <b>Skill Level:</b> Intermediate/Advanced <b>LGU Org:</b> All					
<p>Like the famous symphonies composed by the likes of Bach and Mozart, writing a grant takes skill to hit the right rhythm, strike the right chords, and stay in the right key. This session will hit the high notes of writing competitive applications, and provide the trainee useful tips to keep from falling flat and become a lyrical genius when it comes to creating the next masterpiece.</p> <p><i>Trainers: Jeff Hrubes &amp; Brett Arne – BWSR</i></p> <p style="text-align: right;"><b>Also offered 11/3, 8:30</b></p>					

Wednesday, November 1	Session 2	1:30 pm - 3:00 pm
<b>Play Nice in the Sandbox</b>		<b>Landowner Financial &amp; Technical Assistance - Crafting a Cost-Share Confection</b>
<b>Track:</b> Org Capacity <b>LGU Org:</b> All	<b>Skill Level:</b> Beginner/Intermediate	<b>Track:</b> Program <b>LGU Org:</b> SWCD <b>Skill Level:</b> Beginner/Intermediate
<p>The saying of "play nice in the sandbox" can be extended to meetings! This could be a meeting between you and landowners or a committee/work team you are on. So how does one stop someone from "throwing sand" at meetings, potentially resulting in conflict? This session will explore how to manage conflict in meetings and work teams through the techniques of identifying sources of conflict and use of reflective listening. We will conclude with identifying and exploring areas of potential conflict at meetings you convene or are part of and suggestions for minimizing or managing conflict.</p> <p><i>Trainer: Barbara Radke – BWSR</i></p>		<p>Contracts, JAA, Public Funds, Contractors, and Landowners are just a few of the flavors on the BWSR-Robins’ menu, each with a twist that could throw your project sundae out of balance. Some might say it’s as difficult as making the perfect root beer float, but attendees of this session will leave with a better understanding of the right swirl of cost-share flavors to get their conservation projects on the ground.</p> <p><i>Trainers: Pete Waller, Tara Ostendorf &amp; Jason Beckler – BWSR</i></p> <p style="text-align: right;"><b>Also offered 11/2, 2:45</b></p>
<b>Shade Tree Conservationists Guide to Water Quality Tools - Part 1 of 2</b>		<b>Coordinating WCA and DNR Programs</b>
<b>Track:</b> Technical <b>LGU Org:</b> All	<b>Skill Level:</b> Intermediate	<b>Track:</b> Wetlands <b>LGU Org:</b> All <b>Skill Level:</b> Intermediate
<p>Water quality tools and models are being used more and more by local governments to help prioritize and target work on the ground. This workshop will first provide a general overview and comparison of common models and tools utilized by State agencies and local governments, with a focus on tools most watershed organizations will encounter. Second, participants will learn how to use the BWSR Estimator spreadsheets and troubleshoot common errors in using them. Third, participants will learn basics tips in evaluating modeling results and go through example problems. Lastly, participants will work in small groups to discuss and develop an approach for the use of water quality tools and models in a hypothetical situation. NOTE: There will be some pre-work required for this workshop, which will include some reading materials on the basic types of water quality models used in Minnesota. <b>Participants should bring a laptop or other device with the BWSR Estimator Excel spreadsheet loaded.</b></p> <p><i>Trainers: Matt Drewitz – BWSR &amp; Dave Wall – MPCA</i></p>		<p>The Minnesota Department of Natural Resources (DNR) has some formal roles in Wetland Conservation Act (WCA) implementation, and they implement closely related water resource regulatory programs. Participants will learn what DNR’s role is in WCA implementation as well as how some of their programs necessitate coordination with the WCA program. Specifically, the session will cover DNR’s role in dealing with rare natural communities in WCA, the process and criteria for waiving permitting authority between the DNR Protected Waters Program and WCA, DNR participation on Technical Evaluation Panels, and the relationship between DNR water appropriation permits and WCA compliance.</p> <p><b>Earn 0.4 Indirect WDCP Continuing Education Credits</b></p> <p><i>Trainer: Doug Norris – DNR</i></p>
<b>Spock vs. Kirk: Logic and Guts of Successful Planning</b>		<b>Following the Money Trail - Part 1 of 2</b>
<b>Track:</b> Repeats <b>LGU Org:</b> All	<b>Skill Level:</b> Intermediate	<b>Track:</b> Workshops <b>LGU Org:</b> All <b>Skill Level:</b> Intermediate
<p>Planning is both a science and an art. In this session you will learn about how to use a logic model to organize your plan's elements and communicate to potential funders how the actions you propose will get results. You will also learn the guts: how to apply lessons learned from previous and ongoing planning efforts so you get a plan that guides you to boldly go to where no implementation success has gone before.</p> <p><i>Trainers: Julie Westerlund, Shaina Keseley, Annie Felix-Gerth, &amp; Marcey Westrick – BWSR</i></p> <p style="text-align: right;"><b>Also offered 11/3, 10:30</b></p>		<p>This session provides an overview of various ways to track BWSR grant funds. Topics to be discussed include the reconciliation process, time tracking using several different tools, billing rates, program/project logs, accounting by grant utilizing electronic accounting systems, and prevailing wage. The session will feature examples of time and grant tracking systems used by grantees. Also, there will be a guest speaker from the Department of Labor and Industry to review prevailing wage requirements and resources.</p> <p><i>Trainers: Jeannette Austin, Linda Donnay &amp; Julie Krebs – BWSR, Corryn Trask – Lake of the Woods SWCD, &amp; Karen Bugar – MN Department of Labor &amp; Industry</i></p>
<b>WCA 101</b>		
<b>Track:</b> Basics <b>LGU Org:</b> SWCD/County	<b>Skill Level:</b> Beginner	
<p>This session will give participants an overview of the Wetland Conservation Act (WCA), focusing on the administrative requirements as well as introducing available exemptions and the no-loss criteria. This session will NOT explore WCA replacement plans, banking applications, or enforcement procedures. Staff members with less than two years' experience administering WCA and/serving as a Technical Evaluation Panel member will benefit the most from attending this session.</p> <p><b>Earn 0.4 Indirect WDCP Continuing Education Credits</b></p> <p><i>Trainers: Matt Johnson &amp; David Demmer – BWSR</i></p>		

**Three "C's" for Working Together:  
Communication, Collaboration and Civic Engagement**

**Track:** Org Capacity                      **Skill Level:** Beginner/Intermediate  
**LGU Org:** All

Making a difference for water quality and other conservation efforts requires skills in communication, collaboration, and civic engagement. Effective communication is important when making an invite to become involved or informing others of the issue. Successfully working together requires an understanding of key collaboration elements. Implementation of best practices is often dependent on voluntary actions of residents and effective civic engagement can support development of what is known as the "citizen effect." This interactive workshop will introduce key concepts and skills for each of the three "C's" to add to your toolbox.

*Trainer: Mike Kennedy – MPCA*

**Why is Wetland Banking Such a Pain?  
Review, Responsibilities, Reforms, and Updates**

**Track:** Wetlands                              **Skill Level:** Intermediate/Advanced  
**LGU Org:** All

Wetland banking is an LGU-led process where local knowledge and priorities are critical to project reviews and success. This session will provide a basic overview of the wetland bank administrative review and establishment process; describe differences between Agricultural and Standard Banks; highlight TEP, LGU, sponsor, and BWSR roles in the process; and identify LGU and TEP responsibilities after plan approval. The alignment between LGU reviews under WCA and Corps reviews under the Federal Mitigation Rule will also be discussed. BWSR will provide an overview on future directions for wetland mitigation and seek input on how wetland banking can be better targeted to priority areas and promoted with project sponsors.

**Earn 0.4 Indirect WDCP Continuing Education Credits**

*Trainers: John Overland, Tim Smith, & Kane Radel – BWSR*

**Shade Tree Conservationists Guide to Water Quality Tools -  
Part 2 of 2**

**Track:** Technical                              **Skill Level:** Intermediate  
**LGU Org:** All

Water quality tools and models are being used more and more by local governments to help prioritize and target work on the ground. This workshop will first provide a general overview and comparison of common models and tools utilized by State agencies and local governments, with a focus on tools most watershed organizations will encounter. Participants will learn how to use the BWSR Estimator spreadsheets, troubleshoot common errors in using them, basic tips in evaluating modeling results and go through example problems. Participants will work in small groups to discuss and develop an approach for the use of water quality tools and models in a hypothetical situation. **There will be some pre-work required for this workshop, which will include some reading materials on the basic types of water quality models used in Minnesota.**

*Trainers: Matt Drewitz – BWSR & Dave Wall – MPCA*

**Surface Water Monitoring -  
A Little Planning Goes a Long Way**

**Track:** Program                              **Skill Level:** Beginner/Intermediate  
**LGU Org:** All

This session will take you through the basics of developing a water monitoring plan, from identifying your monitoring objective and goals to designing a monitoring approach that will generate the data you need to meet those goals. Taking time to think through the reasons you want to monitor will help you:

- \* Focus your program and collect the most useful information efficiently
- \* Select appropriate protocols and parameters
- \* Evaluate later if you have met your objectives & answered your questions
- \* Design a monitoring program that is credible to the primary data users
- \* Learn to leverage existing monitoring programs.

*Trainers: Dana Vanderbosch & Lee Ganske – MPCA*

**The Buffer Law:  
Technically Speaking**

**Track:** Repeats                              **Skill Level:** Intermediate  
**LGU Org:** All

This session will show attendees how to navigate the Buffer Law in order to bring landowners into compliance. This session will focus on the technical aspect of the Buffer Law and will show examples of how SWCD staff have conducted infield compliance determinations. Participants will leave this session with a greater understanding of vegetation requirements, alternative practices, locating the top of bank, normal water level, and determining the top edge of a 103E public drainage ditch.

*Trainer: Tom Gile – BWSR, Bruce Johnson – Traverse SWCD, & Richard Warner – U of M*

**Also offered 11/2, 2:45**

**Following the Money Trail -  
Part 2 of 2**

**Track:** Workshops                              **Skill Level:** Intermediate  
**LGU Org:** All

This session provides an overview of various ways to track BWSR grant funds. Topics to be discussed include the reconciliation process, time tracking using several different tools, billing rates, program/project logs, accounting by grant utilizing electronic accounting systems, and prevailing wage. The session will feature examples of time and grant tracking systems used by grantees. Also, there will be a guest speaker from the Department of Labor & Industry to review prevailing wage requirements and resources.

*Trainers: Jeannette Austin, Linda Donnay & Julie Krebs – BWSR, Corryn Trask – Lake of the Woods SWCD, & Karen Bugar – MN Department of Labor & Industry*

**Top-Secret Secrets to Effective Board/Staff Relationships**

**Track:** Basics                              **Skill Level:** Beginner/Intermediate  
**LGU Org:** All

Developing positive, productive board/staff relationships is key to any effective organization. This session will focus on new/newer staff and will share the top-secret secrets of developing board/staff relationships. Our top-secret clearance screened presenter may expose such highly classified topics as communicating with your board, staff reports, minutes, new board orientation.

*Trainer: Kevin Bigalke – BWSR*

**Also offered 11/2, 8:30**

Thursday, November 2	Session 1	8:30 am – 10:00 am
<b>So, What is Your Data Practice Policy?</b>		<b>A Practical Guide to Handling WCA Applications</b>
<b>Track:</b> Org Capacity <b>Skill Level:</b> Beginner/Intermediate <b>LGU Org:</b> All		<b>Track:</b> Wetlands <b>Skill Level:</b> Intermediate <b>LGU Org:</b> All
<p>Local governments acquire and generate a vast amount of data. What exactly are you doing with all of this data? According to State law, different data has different classifications and needs to be handled in specific ways. Local governments should have detailed policies with specific provisions to ensure data is handled correctly and properly disseminated to the public upon request. Attendees at this session will learn the fundamentals of developing a strong data practices policy that complies with State law and is useful in the local field office.</p> <p><i>Trainer: Jennifer Wolf – MCIT</i></p>		<p>The Wetland Conservation Act (WCA) has a very prescriptive process for noticing applications and decisions and soliciting comments. However, many applications involve multiple iterations, extended timeframes, and other aspects that require the use of flexibility and judgment by local government unit (LGU) staff and technical evaluation panel (TEP) members. This session will include multiple examples of complicated application processes and discuss how they might be handled by LGU staff in ways that are fair to the applicant, consistent with WCA rules, and accommodating to TEP members. Attendees will leave with practical advice on how to process applications that do not follow the straight path assumed in WCA rules.</p> <p><b>Earn 0.4 Indirect WDCP Continuing Education Credits</b></p> <p><i>Trainers: Steve Hofstad &amp; Lynda Ponting – BWSR</i></p>
<b>Conservation Planting and Management – Considerations for Success</b>		<b>RIM Conservation Planning</b>
<b>Track:</b> Technical <b>Skill Level:</b> Beginner/Intermediate <b>LGU Org:</b> All		<b>Track:</b> Program <b>Skill Level:</b> Beginner/Intermediate <b>LGU Org:</b> SWCD
<p>Planning for restoration and management of conservation landscapes, including newly riparian buffers, can be challenging. This session will focus on key tools and strategies that have been successful for establishing native vegetation and meeting project goals for water quality, soil stabilization, and pollinator habitat. Case studies that focus on landowner interaction and project phasing will be included. A panel discussion will be held to address your specific project questions.</p> <p><i>Trainers: Dan Shaw – BWSR, Wade Johnson – DNR, Alyssa Alness – Scott SWCD</i></p>		<p>As the overall number of easements is growing, having a plan for establishment and management is becoming more important with each year. This session will provide instructions on properly setting up a conservation plan, time lines for establishment, and instructions for cost share vouchers and Practice Implementation forms.</p> <p><i>Trainers: Dave Rickert &amp; Grant Bullemer – BWSR</i></p>
<b>eLINK 101: Wax On, Wax Off</b>		<b>Soils &amp; Plant Lab - Part 1 of 2</b>
<b>Track:</b> Basics <b>Skill Level:</b> Beginner <b>LGU Org:</b> All		<b>Track:</b> Workshops <b>Skill Level:</b> Intermediate <b>LGU Org:</b> All
<p>If you have a BWSR grant, you'll soon become familiar with eLINK. But there's no need to be intimidated. As Mr. Miyagi says, "First learn stand, then learn fly." This is a beginner level eLINK session that will explain the basics of finding grants and grant agreements, setting up a work plan, and completing reporting. Hands-on exercises will allow you to get familiar with the user interface so that you can complete reporting like a pro. <b>Please bring a laptop with Firefox or Internet Explorer is recommended (no tablets).</b></p> <p><i>Trainers: Gwen Steel &amp; Doug Goodrich – BWSR</i></p> <p style="text-align: right;"><b>Also offered 11/3, 10:30</b></p>		<p>Hydric soil indicators are complex and confusing; this training will interactively teach you how to use the indicator manual. Since you cannot I.D. a hydric soil without knowing how to color and texture soil, we will also have hands-on exercises to sharpen those skills. The plant section will cover basics of plant anatomy, with field exercises (weather permitting) to investigate local wetland and upland species. <b>Please bring the Munsell Color Book and Hydric Soil Field Indicator Manual (V8.1, printed from NRCS website).</b></p> <p><b>Earn 3.0 (1.5 per Part) Direct WDCP Continuing Education Credits</b></p> <p><i>Trainer: Dennis Rodacker, Carol Strojny, Elsa Flage, Ben Meyer &amp; David Demmer – BWSR</i></p>
<b>Top-Secret Secrets to Effective Board/Staff Relationships</b>		
<b>Track:</b> Repeats <b>Skill Level:</b> Beginner/Intermediate <b>LGU Org:</b> All		
<p>Developing positive, productive board/staff relationships is key to any effective organization. This session will focus on new/newer staff and will share the top-secret secrets of developing board/staff relationships. Our top-secret clearance screened presenter may expose such highly classified topics as communicating with your board, staff reports, minutes, new board orientation.</p> <p><i>Trainer: Kevin Bigalke – BWSR</i></p> <p style="text-align: right;"><b>Also offered 11/1, 3:30</b></p>		

Thursday, November 2	Session 2	10:30 am – 12:00 pm
<b>Maximize Conservation Through Collaboration</b>		<b>Spotting and Managing Red Flags in Contracting</b>
<b>Track:</b> Org Capacity <b>Skill Level:</b> Beginner/Intermediate/Advanced <b>LGU Org:</b> All		<b>Track:</b> Program <b>Skill Level:</b> Intermediate/Advanced <b>LGU Org:</b> All
<p>Hear from a couple of veterans on how to work jointly with federal, state, and local partners and boards to get more conservation on the ground. Partners who collaborate: learn together, align their efforts, and develop well-thought-out priorities and strategies. Collaborating together doesn't cost a lot but can provide those who do with a competitive advantage when they seek funding for projects. With competitive and limited funding and high project costs, working together can often achieve greater results.</p> <p><i>Trainers: Bruce E. Albright – Buffalo-Red River WD &amp; Don Bajumpaa – Wilkin SWCD</i></p>		<p>Local governments enter into a variety of contracts and legal agreements, which could expose them to potential risks if not addressed properly. Issues discussed may include hold harmless and indemnification clauses, waiver of subrogation, standards for leasing equipment, waivers of liability, appropriate insurance requirements and verification, and terms and conditions. Participants will have a chance to work in small groups to issue spot sample contracts. This session will be similar to the MCIT presentation in the Sidestep Risks When Conducting SWCD Business workshop on May 11, 2017.</p> <p><i>Trainer: Jennifer Wolf - MCIT</i></p>
<b>Soil is Not a Dirty Word</b>		<b>"Are You Sure This is Exempt?" - An Examination of Common Exemptions</b>
<b>Track:</b> Technical <b>Skill Level:</b> Beginner/Intermediate <b>LGU Org:</b> All		<b>Track:</b> Wetlands <b>Skill Level:</b> Intermediate <b>LGU Org:</b> All
<p>Soil is one of Earth's most vital and precious resources. It provides support and nourishment that plants need in order to grow. This session will explore soil health and the interconnection between the microbial life, organic matter, and soil structure as well as what you can realistically expect from your individual fields. We'll look at management options that improve the health and productivity of our soil.</p> <p><i>Trainer: Jodi DeJong-Hughes – U of M Extension</i></p> <p style="text-align: right;"><b>Also offered 11/2, 1:00</b></p>		<p>Although exemptions are one of the most common project types an LGU or TEP will encounter, incomplete applications, miscommunication, rule clarity, and busy schedules can make review and approval cumbersome! The purpose of this session is to explore 2-3 commonly used exemptions along with their key requirements and exceptions. This session will also compare exemption standards to no loss criteria and discuss the administrative process. The session structure will be a combination of staff presentation, small group exercise, and group discussion.</p> <p><b>Earn 0.4 Indirect WDCP Continuing Education Credits</b></p> <p><i>Trainers: Cade Steffenson – BWSR &amp; Andrew Grean – Wright SWCD</i></p>
<b>Permitting 101 - The How, What, When &amp; Where's of Running a Good Program</b>		<b>Soils &amp; Plant Lab - Part 2 of 2</b>
<b>Track:</b> Basics <b>Skill Level:</b> Beginner/Intermediate <b>LGU Org:</b> WD/County		<b>Track:</b> Workshops <b>Skill Level:</b> Intermediate <b>LGU Org:</b> All
<p>Whether you are a new county, watershed district, or soil and water conservation district employee, knowing the ins and outs of managing a permitting program is an essential skill. At some point, you will all encounter a landowner with a permit that needs to be in compliance, a new project that has to go through a regulatory process, or someone that needs assistance in meeting a permit condition. This course is designed to help you understand permit lingo, identify the needs and conditions of regulatory programs that need to be met, and develop the skills to work with the people trying to meet those requirements. The session will be a combination of lecture from seasoned regulatory professionals, small group exercise and discussion, and Q &amp; A.</p> <p><i>Trainers: Tara Ostendorf – BWSR, Mark Doneux – Capital Region WD &amp; Dave Rush – Douglas County Land &amp; Resource Management</i></p>		<p>Hydric soil indicators are complex and confusing; this training will interactively teach you how to use the indicator manual. Since you cannot I.D. a hydric soil without knowing how to color and texture soil, we will also have hands-on exercises to sharpen those skills. The plant section will cover basics of plant anatomy, with field exercises (weather permitting) to investigate local wetland and upland species. <b>Please bring the Munsell Color Book and Hydric Soil Field Indicator Manual (V8.1, printed from NRCS website).</b></p> <p><b>Earn 3.0 (1.5 per Part) Direct WDCP Continuing Education Credits</b></p> <p><i>Trainers: Dennis Rodacker, Carol Strojny, Elsa Flage, Ben Meyer &amp; David Demmer – BWSR</i></p>
<b>RIM/CREP Updates</b>		
<b>Track:</b> Repeats <b>Skill Level:</b> Beginner/Intermediate <b>LGU Org:</b> SWCD		
<p>This session will highlight the current program status of RIM signups, as well as CREP ranking/batching period information. This session will also provide an update on CREP outreach efforts as a follow up to local training sessions, and provide attendees an opportunity to share success stories, what works, and what doesn't for marketing CREP.</p> <p><i>Trainers: Bill Penning, Tim Koehler &amp; Dave Rickert – BWSR</i></p> <p style="text-align: right;"><b>Also offered 11/2, 1:00</b></p>		

Thursday, November 2	Session 3	1:00 pm – 2:30 pm
<b>Real Time Real Work: Civic Engagement</b>		<b>Partnering on Early Detection of Invasive Plants</b>
<b>Track:</b> Org Capacity <b>Skill Level:</b> Beginner/Intermediate <b>LGU Org:</b> All		<b>Track:</b> Technical <b>Skill Level:</b> Intermediate <b>LGU Org:</b> All
<p>This session will be offered by local government staff who have used civic engagement in their work to engage the public in water quality efforts. The focus of the session will be to learn about what civic engagement techniques have been used, what worked or could have been changed, and explore the use of civic engagement in your real time real work. At the end of the session you will put resources on civic engagement techniques and ideas for integrating civic engagement into water quality and other conservation efforts.</p> <p><i>Trainers: Jan Voit – Heron Lake WD, Chessa Frahm – Lac qui Parle SWCD, Donna Rasmussen – Fillmore SWCD &amp; Tera Guetter – Pelican River WD</i></p>		<p>Minnesota noxious weed law informs local early detection programs. Funding for early detection species on the eradicate list has set up statewide protocol of mapping, contacting landowners, setting up agreements for treatments, scheduling treatments, and reporting outcomes. Which can be adapted for regional early detection species. Coordination between state and local partners helps leverage multiple funding sources and focus on state and regional target species. The collaboration between MDA and Washington Conservation District has resulted in treatments of 93 acres infested with Grecian foxglove on 28 unique landowner parcels.</p> <p><i>Trainers: Emilie Justen – MN Dept. of Agriculture &amp; Tara Kline - Washington Conservation District</i></p>
<b>Wetland Conservation Act Program and Policy Updates and the Trouble with Assumption</b>		<b>RIM/CREP Updates</b>
<b>Track:</b> Wetlands <b>Skill Level:</b> Beginner <b>LGU Org:</b> All		<b>Track:</b> Program <b>Skill Level:</b> Beginner/Intermediate <b>LGU Org:</b> SWCD
<p>Things have been pretty quiet with WCA, right? Not exactly... 2017 statute changes, shut down and reopening of the Local Roads Wetland Replacement Program, Compensation Planning Framework for the anticipated In-Lieu Fee program, and WCA rulemaking all affect WCA implementation in Minnesota. Also, 2015 legislation directed BWSR and DNR to study the feasibility of Minnesota “assuming” the federal Clean Water Act Section 404 permitting program. The feasibility study has been completed and the final report submitted to the legislature. What will Minnesota do and how could state assumption of the 404 program affect you? This session will bring you up to speed on these topics and others, including programmatic changes affecting WCA implementation.</p> <p><b>Earn 0.4 Indirect WDCP Continuing Education Credits</b></p> <p><i>Trainers: Les Lemm, Ken Powell &amp; Tim Smith – BWSR</i></p>		<p>This session will highlight the current program status of RIM signups, as well as CREP ranking/batching period information. This session will also provide an update on CREP outreach efforts as a follow up to local training sessions, and provide attendees an opportunity to share success stories, what works, and what doesn't for marketing CREP.</p> <p><i>Trainers: Bill Penning, Tim Koehler &amp; Dave Rickert – BWSR</i></p> <p style="text-align: right;"><b>Also offered 11/2, 10:30</b></p>
<b>NRCS Erosion Tools Part 1 of 2</b>		<b>Basic Surveying for Conservation Practice Implementation Part 1 of 2</b>
<b>Track:</b> Workshops <b>Skill Level:</b> Beginner/Intermediate <b>LGU Org:</b> SWCD		<b>Track:</b> Basics <b>Skill Level:</b> Beginner <b>LGU Org:</b> SWCD/WD
<p>The ability to simulate soil loss is necessary for environmental and conservation planning, natural resource inventories, and reducing air and water pollution. This interactive training will demonstrate how to use available NRCS soil erosion models that calculate soil loss to aid in conservation planning to address natural resource concerns. Participants will learn how to properly use the Revised Universal Soil Loss Equation 2 (RUSLE2), the Wind Erosion Prediction System (WEPS) and the Integrated Erosion Tool (IET) models in-order to evaluate potential erosion rates at specific sites. <b>Participants are required to bring a laptop.</b></p> <p><i>Trainer: Carissa Spencer – USDA-NRCS</i></p>		<p>Implementation of structural conservation practices requires a multitude of skills from estimating runoff, design calculations and computing quantities. The basis for all of these items is accurate topography information to make decisions on placement and type of practices to be installed. This course will introduce conservation technical employees to the basic uses of surveying equipment related to correctly implementing and constructing structural conservation practices. Session will be both classroom to review procedures and outdoors to gain hands on experience using the equipment. <b>If available, please bring an automatic level and rod or laser level and rod as we will not be able to provide all of the equipment.</b></p> <p><i>Trainer: Chris Nelson – SE SWCD TSA &amp; Mike Skoglund, Southwest Prairie TSA</i></p>
<b>Soil is Not a Dirty Word</b>		
<b>Track:</b> Repeats <b>Skill Level:</b> Beginner/Intermediate <b>LGU Org:</b> All		
<p>Soil is one of Earth's most vital and precious resources. It provides support and nourishment that plants need in order to grow. This session will explore soil health and the interconnection between the microbial life, organic matter, and soil structure as well as what you can realistically expect from your individual fields. We'll look at management options that improve the health and productivity of our soil.</p> <p><i>Trainer: Jodi DeJong-Hughes – U of M Extension</i></p> <p style="text-align: right;"><b>Also offered 11/2, 10:30</b></p>		

Thursday, November 2	Session 4	2:45 pm – 4:15 pm
<b>Successful Meetings</b>		<b>The Buffer Law: Technically Speaking</b>
<b>Track:</b> Org Capacity <b>LGU Org:</b> All	<b>Skill Level:</b> Beginner/Intermediate	<b>Track:</b> Technical <b>LGU Org:</b> All <b>Skill Level:</b> Intermediate
<p>Facilitation is defined as "to make easier" but if you've ever tried to facilitate a meeting, you know it's often anything BUT easy. In this session you will learn what the role of a meeting facilitator really is, and how to select a work group process that is right for your event. You will get tips for keeping participants engaged, keeping the meeting on track, and making sure your objectives are met. This will be an interactive session, with opportunities for hands-on practice. Facilitation takes careful planning, but once you know what you want to do, you can make it look "easy"! Note: This is a reprised version of the Successful Facilitation session offered at the 2015 BWSR Academy.</p> <p><i>Trainers: Angie Becker Kudelka &amp; Jenny Gieseke – BWSR</i></p>		<p>This session will show attendees how to navigate the Buffer Law in order to bring landowners into compliance. This session will focus on the technical aspect of the Buffer Law and will show examples of how SWCD staff have conducted infield compliance determinations. Participants will leave this session with a greater understanding of vegetation requirements, alternative practices, locating the top of bank, normal water level, and determining the top edge of a 103E public drainage ditch.</p> <p><i>Trainer: Tom Gile – BWSR, Bruce Johnson – Traverse SWCD, &amp; Richard Warner – U of M</i></p> <p style="text-align: right;"><b>Also offered 11/1, 3:30</b></p>
<b>Wetland Bank Triage – A Toolbox for TEP Members and LGUs</b>		<b>Basic Surveying for Conservation Practice Implementation Part 2 of 2</b>
<b>Track:</b> Wetlands <b>LGU Org:</b> All	<b>Skill Level:</b> Intermediate/Advanced	<b>Track:</b> Basics <b>LGU Org:</b> SWCD/WD <b>Skill Level:</b> Beginner
<p>Landowners contemplating a wetland bank project need early and meaningful project assessments. In this session attendees will learn what questions to ask (and why) during their initial evaluation of potential wetland bank projects and what resources to consult. Issues covered will include assessing restoration goals based on historical and current conditions, effects on neighboring properties, helping landowners refine easement boundaries, evaluating vegetation and hydrology expectations, assessing crop history, wetland delineations (before and after), use of reference wetlands, and assessing how surrounding land uses and conditions affect restoration sustainability. Information from this session can be used to improve TEP findings and recommendations which will help potential bank plan sponsors make informed decision about their project.</p> <p><b>Earn 0.4 Indirect WDCP Continuing Education Credits</b></p> <p><i>Trainers: John Overland &amp; Ken Powell – BWSR</i></p>		<p>Implementation of structural conservation practices requires a multitude of skills from estimating runoff, design calculations and computing quantities. The basis for all of these items is accurate topography information to make decisions on placement and type of practices to be installed, which is determined by the survey. This course will introduce conservation technical employees to the basic uses of surveying equipment related to correctly implementing and constructing structural conservation practices. Session will be both classroom to review procedures and outdoors to gain hands on experience using the equipment. If available, please bring an automatic level and rod or laser level and rod as we will not be able to provide all of the equipment.</p> <p><i>Trainer: Chris Nelson – SE SWCD TSA &amp; Mike Skoglund, Southwest Prairie TSA</i></p>
<b>eLINK 201: Becoming an eLINK Ninja</b>		<b>NRCS Erosion Tools Part 2 of 2</b>
<b>Track:</b> Program <b>LGU Org:</b> All	<b>Skill Level:</b> Intermediate	<b>Track:</b> Workshops <b>LGU Org:</b> SWCD <b>Skill Level:</b> Beginner/Intermediate
<p>You've done some reporting, maybe submitted an application, but you're ready to take your eLINK skills to the next level. We'll look at managing activities to simplify your reporting, when and how to link activities, best practices, and tips &amp; tricks.</p> <p><i>Trainers: Gwen Steel &amp; Matt Fischer – BWSR</i></p>		<p>The ability to simulate soil loss is necessary for, among other things, environmental and conservation planning, natural resource inventories, and reducing air and water pollution. This interactive training will demonstrate how to use available NRCS soil erosion models that calculate soil loss to aid in conservation planning to address natural resource concerns. Participants will learn how to properly use the Revised Universal Soil Loss Equation 2 (RUSLE2), the Wind Erosion Prediction System (WEPS) and the Integrated Erosion Tool (IET) models in-order to evaluate potential erosion rates at specific sites. <b>Participants are required to bring a laptop.</b></p> <p><i>Trainer: Carissa Spencer – USDA-NRCS</i></p>
<b>Landowner Financial &amp; Technical Assistance - Crafting a Cost-Share Confection</b>		
<b>Track:</b> Repeats <b>LGU Org:</b> SWCD	<b>Skill Level:</b> Beginner/Intermediate	
<p>Contracts, JAA, Public Funds, Contractors, and Landowners are just a few of the flavors on the BWSR-Robins' menu, each with a twist that could throw your project sundae out of balance. Some might say it's as difficult as making the perfect root beer float, but attendees of this session will leave with a better understanding of the right swirl of cost-share flavors to get their conservation projects on the ground.</p> <p><i>Trainers: Pete Waller, Tara Ostendorf &amp; Jason Beckler – BWSR</i></p> <p style="text-align: right;"><b>Also offered 11/1, 1:30</b></p>		

### Maximizing Media: Ways to Enhance Your Outreach Efforts

**Track:** Org Capacity **Skill Level:** Beginning/Intermediate  
**LGU Org:** All

There is no better time than now to enhance your organization's outreach efforts given the heightened support statewide for conservation and clean water and the abundance of communication tools. Cedar River Watershed District's Outreach Coordinator Tim Ruzek will give you ideas for developing an outreach toolbox. Planning media events, posting on Facebook, finding historical images of your local resources, creating educational videos, making memes -- these are just a few topics that will be covered. Ruzek will share his failures and successes from seven years as a newspaper reporter and the past seven years working in public relations.

*Trainer: Tim Ruzek – Cedar River WD*

### Composing a Grant Symphony: Hitting the High Notes to Climb Above the Rest

**Track:** Program **Skill Level:** Intermediate/Advanced  
**LGU Org:** All

Like the famous symphonies composed by the likes of Bach and Mozart, writing a grant takes skill to hit the right rhythm, strike the right chords, and stay in the right key. This session will hit the high notes of writing competitive applications, and provide the trainee useful tips to keep from falling flat and become a lyrical genius when it comes to creating the next masterpiece.

*Trainers: Jeff Hrubes & Brett Arne – BWSR*

**Also offered 11/1, 10:30**

### Hitting the Target with BMPs

**Track:** Technical **Skill Level:** Beginner/Intermediate  
**LGU Org:** All

This session will train beginner and intermediate staff how to target sediment reducing best management practices. Three practices will be discussed: Grass Waterways, Water and Sediment Control Basins, and Alternative Side Inlets. The attendees will be given the opportunity to site these practices during the session.

*Trainer: Jim Hest – Red River Valley Conservation Service Area*

### The Toolbox for Whole Farm and Forest Planning Part 1 of 2

**Track:** Workshops **Skill Level:** Beginner  
**LGU Org:** SWCD

In this workshop you will be provided a brief training, on the basics of whole-farm/forest conservation planning, from your desk to the field. This training will provide you with NEW tools (National Oceanic and Atmospheric Administration, NRCS and much more) to use for assessing the farm or forest's natural resource challenges and opportunities while identifying appropriate conservation practices

*Trainers: Jon Sellnow & Debra Hermel – USDA-NRCS & Clint Little – DNR*

### Happy New Year! Now it's Reporting Season!

**Track:** Repeats **Skill Level:** Beginner  
**LGU Org:** SWCD

The new year is a fun and exciting time, full of hopes and dreams of what the new year will bring. It's also time to look back at what was accomplished over the last year. This session will cover the basics of SWCD year-end reporting requirements, including grant fund reporting, website reporting, and financial reporting. Participants will leave this session with an understanding of the specific reporting requirements, the information needed to complete these reports, and where they can find more information when back in the office.

*Trainers: Matt Fischer, Linda Donnay & Bill Eisele – BWSR, Trudy Determan – Traverse SWCD*

**Also offered 11/1, 10:30**

### Groundwater, Wetlands, and Geology: The Invisible Links

**Track:** Wetlands **Skill Level:** Beginner  
**LGU Org:** All

Although most people understand that wetlands are usually related to groundwater systems, these connections are often difficult to see. Why do wetlands occur where they do? Where does their water come from? How are they connected to the groundwater systems around them? Are they at risk from nearby groundwater extraction or other land-use changes? Hydrogeology helps answer these questions. This session will help participants understand how geology, landscape, and climate are fundamental controls on groundwater flow systems, which in turn are intimately linked to wetland hydrology. Depending on geology and landscape position, wetlands can be recharge or discharge areas for groundwater and more or less vulnerable to local or regional groundwater extraction. This session will illustrate the invisible links between wetlands, groundwater, and geology.

**Earn 0.4 Indirect WDCP Continuing Education Credits**

*Trainer: Kenneth Bradbury – WI Geological & Natural History Survey*

### Conservation Universe: Orientation to the Who, Why, and How of Your Role in MN Conservation

**Track:** Basics **Skill Level:** Beginner  
**LGU Org:** All

The conservation universe has many galaxies that can make navigating among the stars difficult for the novice. Local, state, and federal agencies each have their own gravitational pulls that can confuse even the most intrepid new employee. And then there are those landowners. Without a good star map, it is maddening! Attendees to this session will get a firm understanding for how the many galaxies within the conservation universe align and how best to navigate toward the Clean Water Galaxy while avoiding the dreaded bureaucratic black hole. This is a revamp from previous years' sessions and is a must for all new employees.

*Trainers: Jason Weinerman & Jennifer Mocol-Johnson – BWSR*

**Also offered 11/1, 10:30**

**Flipping the Paradigm: From Deficit to Strength**

**Track:** Org Capacity **Skill Level:** Beginner/Intermediate  
**LGU Org:** SWCD/WD

Many of our conservation challenges are viewed from the lens of resource concerns and resource deficits. Approaching landowners from the deficit framework seldom works and often engenders resistance. This session will look at flipping the paradigm from a resource deficit problem to a landowner strength approach to foster better engagement with citizens.

*Trainer: Jason Weinerman – BWSR*

**Figuring Out What Drains to my BMP**

**Track:** Technical **Skill Level:** Beginner/Intermediate  
**LGU Org:** All

This session will train entry and intermediate level staff to delineate the watershed of basic structural conservation practices. Participants will have the opportunity to delineate a watershed during the session.

*Trainer: Ross Reiffenberger – West Central TSA*

**Groundwater vs. Surface Water: Isn't Water Water?**

**Track:** Wetlands **Skill Level:** Intermediate/Advanced  
**LGU Org:** All

This session will go deep into understanding the connection between water below ground and water above ground. Historically, groundwater and surface water have been managed as separate resources, but real-life examples such as White Bear Lake have shown these water resources are more connected than we ever thought. Come learn about current trends and policies of groundwater in Minnesota, on-going research and monitoring efforts, and how to assess the connectivity of these water resources for purposes of WCA and Public Waters regulations.

**Earn 0.4 Indirect WDCP Continuing Education Credits**

*Trainers: Kane Radel – BWSR & Jennifer Rose & Skip Wright – DNR*

**Spock vs. Kirk: Logic and Guts of Successful Planning**

**Track:** Program **Skill Level:** Intermediate  
**LGU Org:** All

Planning is both a science and an art. In this session you will learn about how to use a logic model to organize your plan's elements and communicate to potential funders how the actions you propose will get results. You will also learn the guts: how to apply lessons learned from previous and ongoing planning efforts so you get a plan that guides you to boldly go to where no implementation success has gone before.

*Trainers: Julie Westerlund, Shaina Keseley, Annie Felix-Gerth, & Marcey Westrick – BWSR*

**Also offered 11/1, 1:30**

**Money for Nothing and Your Checks for Free**

**Track:** Basics **Skill Level:** Beginner  
**LGU Org:** All

So you find yourself working for a local government and excited to accomplish things and do your part to make a difference. You soon find yourself in dire straits when reality strikes and you find out how much additional money it takes to make that difference. Then, wonder of wonders, your organization gets a grant and you're put in charge. Now what? You call your brothers (or sisters) in arms for advice and they tell you about the paperwork and reporting needed and their opinion is, "That ain't working, but that's the way you do it". This session is an introduction to the terminology, operating systems, and BWSR's expectations for managing a grant. Keeping records and reporting may give you a blister on your little finger or maybe on your thumb, but accountability and transparency have never been more important when using public funds.

*Trainers: Wayne Zellmer & Jeff Hrubes – BWSR*

**The Toolbox for Whole Farm and Forest Planning  
Part 2 of 2**

**Track:** Workshops **Skill Level:** Beginner  
**LGU Org:** SWCD

In this workshop you will be provided a brief training, on the basics of whole-farm/forest conservation planning, from your desk to the field. This training will provide you with NEW tools (National Oceanic and Atmospheric Administration, NRCS and much more) to use for assessing the farm or forest's natural resource challenges and opportunities while identifying appropriate conservation practices.

*Trainers: Jon Sellnow & Debra Hermel –USDA-NRCS & Clint Little – DNR*

**eLINK 101: Wax On, Wax Off**

**Track:** Repeats **Skill Level:** Beginner  
**LGU Org:** All

If you have a BWSR grant, you'll soon become familiar with eLINK. But there's no need to be intimidated. As Mr. Miyagi says, "First learn stand, then learn fly." This is a beginner level eLINK session that will explain the basics of finding grants and grant agreements, setting up a work plan, and completing reporting. Hands-on exercises will allow you to get familiar with the user interface so that you can complete reporting like a pro. **Please bring a laptop with Firefox or Internet Explorer is recommended (no tablets).**

*Trainers: Gwen Steel & Doug Goodrich – BWSR*

**Also offered 11/2, 8:30**