

MEETING NOTES*

DWQ/POTW Interlocal Meeting

October 31, 2011

1:30 PM – 3:30 PM

We agreed to the following **action items**:

1. **Dal and Leland** will meet with POTW Managers group on November 1, 2011 to discuss today's meetings and seek input on how to improve coordination with DWQ (this include the breadth of suggestions from having a DWQ rep attend all POTW Manager's meetings, to providing tours of WWTP to DWQ staff, to providing cross-training opportunities for both parties, etc.).
2. **Jeff and Theron** will establish a regular meeting schedule and a list of all the research studies we can and cannot agree about.

We also outlined some basic "**Groundrules for Communication**" which follow:

1. Pick up the phone and have a civil dialogue.
2. If DWQ's regulatory role is compromised - we need to communicate it.
3. Improve feedback exchange.
4. No surprises.
5. Identify and write down areas of agreement and disagreement RE: Science studies
6. Hold regularly scheduled meeting between principals.
7. This is worth our investment of time and interest.
8. Building Trust: What's the game plan?
9. What studies do we agree or disagree on?
10. Management establishes draft policy questions.

* Prepared by LAL