



**SSI WATERSHED PROTECTION AUTHORITY
Conservation and Efficiency
WORKING GROUP
MEETING
10:00 am – 12:00 pm on December 12, 2017
Library meeting room 103**

AGENDA

1. The meeting was called to order at 10:12 am.

2. APPROVAL OF AGENDA

Additional item was suggested: Discussion of “assessment step methods” after 4.1, before 4.2 Next steps.

The agenda was approved, as amended.

3. APPROVAL OF MINUTES

Draft minutes of the May 2, 2017 meeting of the SSIWPA Conservation and Efficiency Working Group were adopted, as presented.

4. BUSINESS ITEMS

4.1 Preliminary Report on CEWG Workplan Tasks 8, 8a, 8b –

Draft for Discussion

In the first round of comments, the following items were discussed:

- 2017-11-10 version was a good list of technologies, in general
- Adhere to APA Style Guide (version 6).
- Avoid the passive voice and pay more attention to references.
- Newspaper and other dubious references should be replaced by stronger sources.
- Work (potentially an editor) was still necessary to refine and bring all three sections into alignment.



- Some references are not available, e.g. Keyline design research is not well evidenced, as of yet, in the literature.
 - The document needs condensing and consistency, as well as more integration between certain sections.
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- Some sections in agricultural section need to be less detailed (e.g. Water Quality Concerns about Agricultural Technologies also falls under Public Health).

The group agreed **by general consent** to certain changes:

Page 3 – First paragraph will be expanded to describe the purpose of the preliminary report. (Chair Ungerson)

Page 3 – If the CEWG completes assessments prior to sending this version of the report to Steering Committee in January, the content of the fourth paragraph (Scope of Work) will be revised.

A suggestion was made to include the page number within each reference in-text citation. The two other committee members received the request, and indicated that due to time constraints and due to some paraphrasing of entire articles or sections of articles, page number references may not be feasible in each instance, but could be added where appropriate.

Actions:

- Member Kline will revise “Resources for more info in Agriculture” and send to Member Ungerson for compilation.
- Chair Ungerson agreed to re-write some of her sections.

5. OTHER BUSINESS

5.1 none



6. NEXT MEETING

The next meeting of the Conservation and Efficiency Working Group for SSIWPA is proposed for January 17th, 2018.

7. ADJOURNMENT

The meeting was adjourned at 11:25am.