**MWTSC**
**Notes August 24th, 2022**

1. Introductions and agenda 8/24 (Tom 5 min)

   Tom (MDT), Kylie (MSWP), Deb (FWP) present. Dwane, Stephanie, Ken absent.

   DI Group members Brian Andersen, Liz Fairbanks, and MDT GIS specialist Mike Eidum present for the DI topic presentation

   a. Topics?

   b. Approve notes 8/10 – Notes 8/10 approved

2. DI beta test results and tool/summary document revisions (DI/PIT Crew 30 min)

   a. Includes a few questions for SC guidance Liz explained that the DI Group walked through all beta test responses and discussed in detail. Decisions were made about which comments to address, how, and by whom.

   Andrew Jakes made revisions to the Summary Document. SC agreed with these revisions. Liz noted that the importance of the Summary Document is to ensure the methodologies are well-documented so that the process can be replicable by others or by this group for future additions or versions of the Planning Tool.

   One layer requested by beta testers was a layer of existing wildlife accommodations across the state. MDT is working on this layer and will provide when finished.

   Mike and Brian walked through substantive changes to the Planning Tool application

   - A filter tool was added so users could filter the Final Analysis Map results (e.g. roll up of all 5 NAC) by class (e.g. show me all highway segments with a score ≥ 70, i.e. score in the top 30% statewide).
   - Color scheme was changed to address comments related to color-blind users. The SC thought this scheme was difficult to view and interpret. The group agreed to go back to the red/green color scheme and provide a separate link and/or provide access by request to a viridis color scheme ramp.
   - A Help Guide is under development that will assist users in understanding how to navigate and use all the features within the Planning Tool application.
   - The final product will need to be approved by MDT and FWP Communications teams.

   Four questions were brought before the SC by the DI Group

   1) What is the direction on incorporation MWT Partner logos and branding to the tool [application] maps and [supporting] documents?
      - The SC desired to add logos to the Planning Tool application landing page and last (bottom) page.

- MDT and FWP would check branding with their respective Communications teams, but it was noted to be respectful of the partnership. The logos of each entity can be representative of each branding and logo preference.

2) [What is the SC decision on] providing users the opportunity to turn on and off layers for a couple different percentile cutoffs?
    - The SC agreed it was acceptable to provide this capability on the Final Analysis Map but that the filter tool would not be available for specific NAC maps.
    - SC liked the swipe tool to view two maps side by side.
3) How will new data/models be added, who will decide if they are added and when?
    - SC agreed to leave these decisions to the DI Group to the extent possible. If the DI Group thinks they need SC guidance, bring it to the SC for input on an as-needed basis.
    - New data to be added to the Planning Tool should be vetted and approved by the SC.
        - Currently new data will be considered on a 5-year basis or as needed if the DI Group thinks the new data are exceptionally valuable to inform the process.
        - Adding a layer as new data is likely not a huge lift in effort (e.g. wildlife accommodation layer?).
        - It was noted that adding new data into the analysis and composition of an NAC (e.g. canal layer, new distribution or movement models) could require a fair amount of work from the DI Group to rank, weight, revaluate scores, NAC composition, documentation in the story maps and Summary Document, etc., and incorporate into the tool platform.
    - DI Group will update existing data (e.g. carcass, traffic data) in the Planning Tool will be performed by the DI Group on an annual basis.
4) What does “fine scale assessment” mean?
    - Fine scale assessment generally means localized, project-scale data and information (as compared to broad-scale, high-level, non-localized data and information).
    - This is covered in the Application Guidance and SC selection criteria under Section III.B. Needs and Benefits / Describe and provide the DATA that support your project purpose and need. Examples of broad-scale and fine-scale data are provided.

<u>Action Items</u>

- DI Group will complete major changes to the Planning Tool (near final) and complete the Help Guide. DI Group will prepare any questions they may have for the Communications teams at MDT/FWP and MSWP. DI Group will send a link to the SC members, requesting coordination and approval from the Communications teams of each entity. Input from the Coms teams will be shared and the SC will determine what needs to be addressed and how.
- DI Group should adjust the maintenance / update frequency language in the Summary Document as needed to reflect the discussion above in Question 3.

- DI Group should reference the Application Guidance document and SC selection criteria to define “fine scale assessment” in their document(s) as they desire.

3. Strawman Communication plan - release of Tool and Application Process (PIT Crew 25 min)

   Brooke and Nick walked the SC through the strawman communication plan V1.0.

   The SC did not have any major concerns to note at this time.

   Action Items

   - The document has been uploaded to SC Teams channel. Each entity will review and provide comments in Track Changes ahead of the 9/6 meeting. Some review by MDT/FWP Communications teams may be needed.
   - Tom noted that MDT/FWP are meeting next week to apprise the agency leadership
   - MSWP needs to share with their broader membership and steering committee as well.

4. Remaining items from 8/10 meeting (Tom 55 min)

   a. Revisions to and approval of application guidance

   b. Revisions to and approval of application form

   c. Revisions to and approval of application attachments

   d. Revisions to and approval of selection criteria

   These four documents were combined into one document V3.0. Section VI. was added to the guidance document. The combined document has been uploaded to SC Teams channel.

   The guidance document is showing latest edits/comments from MDT. Section VI. of the guidance document is clean and requires review from FWP and MSWP.

   The application form has been revised to reflect changes in the guidance document.

   The application attachments are showing edits, additions (including Section VI.), and comments from MDT. This requires review by all.

   The selection criteria have been revised to reflect changes in the guidance document and require review by all.

   Action Items

   - SC members to review the combined document and provide comments in Track Changes ahead of the 9/6 meeting.
   - Final edits will be discussed at the 9/6 meeting.

5. Closing comments – (Everyone 5 minutes or as time allows)

6. Next meetings

   a. 9/6 (1:00 – 3:00pm)

b. Schedule 1 or 2 more?

9/21 (1:00p-3:00p)

10/13 (1:00p-3:00p)

10/24 (1:00p-3:00p)

Next Meeting

- Review and discuss / approve edits to Communications Plan V1.0
- Review and discuss / approve edits to Combined Document V 3.0
- Review and address any input received from Communication Teams
    - DI Tool and Documentation (when DI Group ready)
    - Logos
    - Communication Plan
- MDT/FWP provide update on briefing of leadership meeting 8/29
- Other topics?