



# Wisconsin Headwaters Invasives Partnership

## WORK PLAN 2016-2018

### Goal 1: Prevention through education and outreach

Objective	Strategic Actions	Potential Tasks and Events	Measurement
<b>1.1. Conduct educational programs for WHIP Partners and the public to increase awareness of the negative effects of invasive species and encourage prevention.</b>	1. Conduct invasive species educational presentations across the entire WHIP area in public meeting areas such as libraries.		<ul style="list-style-type: none"> <li>• At least 1 public workshop in each county.</li> <li>• WHIP booth at both County Fairs.</li> </ul>
	2. Respond to requests for invasive species education and training.		<ul style="list-style-type: none"> <li>• 0 requests left unattended.</li> </ul>
	3. Assist WHIP Partners in training programs for their staff and/or volunteers.	<ul style="list-style-type: none"> <li>• Train Vilas County CBCW employees in TIS monitoring</li> </ul>	<ul style="list-style-type: none"> <li>• Train or provide training materials for all Partners who request it.</li> </ul>
	4. Conduct targeted education and training for specific groups such as recreationists, clubs, and volunteer groups, etc.	<ul style="list-style-type: none"> <li>• Hodag Sports Club</li> </ul>	<ul style="list-style-type: none"> <li>• 4 presentations to groups</li> </ul>
	5. Connect with public officials such as town boards and county boards to educate their field crews on invasive species topics and best management practices.	<ul style="list-style-type: none"> <li>• Underway with Vilas Co</li> </ul>	<ul style="list-style-type: none"> <li>• Make contact with both Highway Departments, extend offer to all Town Boards</li> </ul>

	6. Work with area schools to create and implement ways of integrating invasive species topics into curriculum. Conduct field trips where possible.	<ul style="list-style-type: none"> <li>• Phelps H.S.</li> <li>• Northland Pines H.S.</li> <li>• WildCards to Central Intermediate</li> </ul>	<ul style="list-style-type: none"> <li>• 2 high school outreach events</li> <li>• 2 elementary outreach events</li> </ul>
<b>1.2. Create and provide easily accessible outreach information and materials.</b>	1. Obtain existing educational publications and resources from other agencies and Partners (DNR, USFS, UW-Extension) to distribute at public functions such as county fairs.	<ul style="list-style-type: none"> <li>• Obtain updates from WDNR publications</li> </ul>	<ul style="list-style-type: none"> <li>• Remain a PlayCleanGo Partner</li> <li>• Maintain partnership in IPAW and/or MIPN</li> </ul>
	2. Maintain a current WHIP brochure to be distributed to the public at community events, and to be available at locations such as Lumberjack RC&D offices, libraries, and chamber of commerce offices.	<ul style="list-style-type: none"> <li>• Update brochure names and contact information: phone, email, address</li> </ul>	<ul style="list-style-type: none"> <li>• Print 200 new copies</li> <li>• Distribute to 4 libraries</li> </ul>
	3. Develop new materials: a. General items to distribute to public as needed at events (e.g., pens, signs, posters, pamphlets, other) b. Targeted items for citizen and specific groups (clubs, gardeners, road crews, etc)	<ul style="list-style-type: none"> <li>• Garlic Mustard brochure for Northwoods landowners</li> </ul>	<ul style="list-style-type: none"> <li>• 3 new outreach tools</li> </ul>
	4. Reach a wide audience of both Partners and the public, through the internet: a. Provide accurate, updated, and interesting information on the WHIP Facebook page and website <a href="http://www.whipinvasives.org">www.whipinvasives.org</a> b. Use an email list of interested citizens to distribute announcements and invasive species updates.	<ul style="list-style-type: none"> <li>• Complete website as a resource</li> </ul>	<ul style="list-style-type: none"> <li>• 2 Facebook posts per week</li> <li>• Monthly newsletter distributed</li> <li>• Steadily increasing number of visits to website and Facebook page</li> </ul>
	5. Utilize print, radio, and television media to educate and announce invasive species topics.	<ul style="list-style-type: none"> <li>• Annual Meeting interviews WXPR+ WJFW</li> </ul>	<ul style="list-style-type: none"> <li>• Minimum of 4 media spots</li> </ul>

	6. Maintain signage as funding allows, to reach both residents and tourists at high traffic areas such as trailheads and along roadways.	<ul style="list-style-type: none"> <li>• Potential new sign at Heal Creek trailhead</li> </ul>	<ul style="list-style-type: none"> <li>• 1 new sign</li> </ul>
	7. Incorporate state and national campaigns to enhance local outreach materials (e.g., PlayCleanGo, Stop Aquatic Hitchhikers, etc).	<ul style="list-style-type: none"> <li>• Utilize PlayCleanGo graphics in new signs</li> <li>• Items ordered from CleanDrainDry</li> </ul>	<ul style="list-style-type: none"> <li>• Maintain partnership in PlayCleanGo</li> </ul>
<b>Objective 1.3: Maintain awareness of invasive species occurrences, research, and management.</b>	1. Encourage WHIP staff, Steering Committee members, and Partners, to keep up-to-date on invasive species topics and occurrences by attending local and regional conferences, conventions, workshops, and meetings as able.	<ul style="list-style-type: none"> <li>• Upper Midwest Invasive Species Conference</li> <li>• Annual CISMA Coordinator's meeting</li> <li>• Quarterly CISMA con calls</li> </ul>	<ul style="list-style-type: none"> <li>• 1 conference attended every 2 years (UMISC) to represent WHIP</li> <li>• 1 face-to-face CISMA Coordinators' Meeting attended per year</li> <li>• 4 CISMA conference calls per year</li> </ul>
	2. Use resources to keep WHIP staff and members knowledgeable as invasive species issues are published and/or announced.		<ul style="list-style-type: none"> <li>• 1 DNR or Partner agency update circulated per month</li> </ul>
	3. Promote sharing of information among WHIP Partners, members, professionals, and others.		<ul style="list-style-type: none"> <li>• 2 items circulated to wider WHIP list</li> <li>• 5 new names added</li> </ul>

## Goal 2: Early Detection and Rapid Response

Objective	Strategic Actions	Potential Tasks and Events	Measurement
<b>Objective 2.1: Continually improve the capacity to detect and report potential invasive species.</b>	1. Create a list of high-priority invasive species to rank infestations for management (e.g., monitoring, pulling, control/eradication, etc). Update prioritization frequently.	<ul style="list-style-type: none"> <li>• Lists compiled for current WMA grant</li> </ul>	<ul style="list-style-type: none"> <li>• 3 Priority Lists created and updated as needed (Early Detection, Priority Management, Watch)</li> </ul>
	2. Identify locations in the WHIP area that are in need of early detection mapping/monitoring, such as places that have never been surveyed, areas deemed “high-risk” due to high traffic, and entry points like campgrounds or popular trails.	<ul style="list-style-type: none"> <li>• Locations obtained from Niels Jorgensen and Jason Granberg at WDNR and UWEX</li> </ul>	<ul style="list-style-type: none"> <li>• 1 Priority Location List created</li> </ul>
	3. Determine a protocol to follow if a new invasive species is discovered or reported, with consideration for information sharing and proper reporting pathways.	<ul style="list-style-type: none"> <li>• Compiled for current WMA grant with input from WDNR tool</li> </ul>	<ul style="list-style-type: none"> <li>• Invasive Species Management Plan completed</li> </ul>
	4. Record new reports of low-priority invasive species. Assist in identification of unknown species if needed.		<ul style="list-style-type: none"> <li>• All new reports added to WHIP files and shared with Steering Committee</li> </ul>
	5. Repeat roadside surveys every 5 years as funding allows, to detect new species invasions on the landscape.		<ul style="list-style-type: none"> <li>• 1 county road survey every 5 years</li> </ul>
<b>Objective 2.2: Quickly respond to newly discovered, high-priority invasive species in the WHIP area.</b>	1. Report new sightings to the Great Lakes Early Detection System.		<ul style="list-style-type: none"> <li>• All new reports submitted to GLEDN or MISIN</li> </ul>

	Follow protocol determined in Objective 2.1.		
	Secure resources such as WDNR's Early Detection Rapid Response funds to aid response.	<ul style="list-style-type: none"> <li>E.g., Wild Chervil rapid response funding</li> </ul>	<ul style="list-style-type: none"> <li>as needed</li> </ul>
	Compile and maintain WHIP set of tools and supplies for use (loan) by Partners and volunteers to combat invasive species populations.		<ul style="list-style-type: none"> <li>Toolkit stocked and available at either Vilas County or Lumberjack Office</li> <li>Toolkit availability information emailed to WHIP list</li> </ul>
<b>Objective 2.3: Develop an Invasive Species Management Plan (ISMP) focused on early detection and rapid response for high-priority invasive plant species.</b>	1. Create a list and map of known invasive species in the WHIP management area.		<ul style="list-style-type: none"> <li>List created in either GIS or Excel</li> </ul>
	Update resources and information for each known species that threatens the WHIP management area.		<ul style="list-style-type: none"> <li>Updated information for 2 new species per year</li> </ul>
	Prioritize invasive species for management efforts using established methods.	<ul style="list-style-type: none"> <li>Using input from WDNR and UWEX</li> </ul>	<ul style="list-style-type: none"> <li>ISMP created</li> </ul>
	Seek Partner input to guide ISMP recommendations and actions.	<ul style="list-style-type: none"> <li>Comments sought for 2 week period</li> </ul>	<ul style="list-style-type: none"> <li>Partners consulted at time of ISMP creation and every time it is updated</li> </ul>

### Goal 3: Control and Management

Objective	Strategic Actions	Potential Tasks and Events	Measurement
<b>Objective 3.1: Collect, manage, and share invasive species information throughout the WHIP management area and across the region. Refer to ISMP for guidance.</b>	1. Maintain an updated spreadsheet of invasive locations within the WHIP management area.	<ul style="list-style-type: none"> <li>Using all data currently held in different spots</li> </ul>	<ul style="list-style-type: none"> <li>Spreadsheet created</li> </ul>
	2. Explore software options for managing the data: e.g., Microsoft Excel, Access, and mapping software such as quantum GIS.		<ul style="list-style-type: none"> <li>Program selected and installed on WHIP laptop</li> </ul>
	3. Share invasive species location data with WHIP partners and other interested parties as requested. Enter any new reported data into the Great Lakes Early Detection Network.		<ul style="list-style-type: none"> <li>All new reports submitted to GLEDN or MISIN</li> </ul>
<b>Objective 3.2: Utilize available information to prioritize species control.</b>	1. Consider multiple factors when prioritizing, including: past efforts, landowner support, available resources, population size/density, risk of spread, and local ecological/economic impacts	<ul style="list-style-type: none"> <li>Use ISMP and WDNR tool</li> </ul>	<ul style="list-style-type: none"> <li>Discussion held during 1 or more Steering Committee meetings to make control decisions</li> </ul>
	2. Research management conducted by other CISMAs and Partner agencies, to incorporate into our response.		<ul style="list-style-type: none"> <li>Request for input sent to Partners</li> </ul>

<b>3.3. Use an integrated approach to manage/control invasive species populations.</b>	<p>1. Manage invasive species on a case-by-case basis in order to limit the economic and ecological negative impacts, using one or several of the following methods:</p> <ol style="list-style-type: none"> <li>Manual/Mechanical:</li> <li>Chemical:</li> <li>Biological</li> <li>Cultural:</li> </ol>	<ul style="list-style-type: none"> <li>• Garlic Mustard Pull</li> <li>• Garlic Mustard treatment site</li> <li>• Wild Chervil Treatment</li> <li>• Wild Parsnip mowing in cooperation with DOT</li> </ul>	<ul style="list-style-type: none"> <li>• 3 control projects per year</li> </ul>
	<p>2. Provide landowners information on control and management options for their own invasive species management and/or control.</p>		<ul style="list-style-type: none"> <li>• 1 brochure created</li> <li>• Circulated to Partners for use</li> </ul>
	<p>3. When conducting any control work, WHIP will adhere to all legal requirements regarding property ownership, herbicide application, and equipment use. WHIP will obtain all landowner permission, records, and copies of required certification in accordance to our Pesticide Policy as developed by our fiscal agent Lumberjack RC&amp;D (2015).</p>		<ul style="list-style-type: none"> <li>• Control project documents obtained, presented to Lumberjack Executive Council, kept in file in Lumberjack Office</li> </ul>
	<p>4. Monitor controlled areas and revisit</p>		<ul style="list-style-type: none"> <li>• 1 follow-up visit per year</li> </ul>
<b>Objective 3.4: Support Partner control projects as resources and time allow.</b>	<p>1. Circulate planned activities to generate participation.</p>		<ul style="list-style-type: none"> <li>• Information circulated by email to Partners</li> </ul>

## Goal 4: Conservation and Restoration of Native Species and Habitats

Objective	Strategic Actions	Potential Tasks and Events	Measurement
<b>Objective 4.1: Promote and help implement restoration of native species and habitat types in WHIP project areas where invasive species control or removal has occurred.</b>	1. Advocate for restoration through presentations given to public groups or Partners.	<ul style="list-style-type: none"> <li>E.g., Phelps School presentation on Garlic Mustard</li> </ul>	<ul style="list-style-type: none"> <li>1 presentation given per WHIP control project</li> </ul>
	2. Attend and support Partner or volunteer-organized restoration efforts as resources allow.		<ul style="list-style-type: none"> <li>1 Project per year if approached</li> </ul>
<b>Objective 4.2: Collect and share information on current best management practices for restoring native species and habitat types to disturbed sites.</b>	1. Dedicate a portion of the WHIP website to region-specific restoration information.		<ul style="list-style-type: none"> <li>Restoration section established on website with minimum of 2 pages and 10 active links</li> </ul>
<b>Objective 4.3: Track and revisit restoration sites to ensure those areas are not reinvaded.</b>	1. Maintain database of notes on restoration sites.		<ul style="list-style-type: none"> <li>Document created to track notes</li> </ul>
	2. Revisit management options if new invasions become evident.		<ul style="list-style-type: none"> <li>Agenda topic at Steering Committee meeting and new management option chosen</li> </ul>

## Goal 5: Organizational Structure

Objective	Strategic Actions	Potential Tasks and Events	Measurement
<b>Objective 5.1: Maintain and update WHIP's organizational structure and guiding documents as needed.</b>	1. Maintain a regularly elected panel of officers with staggered terms.		<ul style="list-style-type: none"> <li>• Officers in place (Chair, Vice-Chair, Secretary)</li> </ul>
	2. Retain a Steering Committee of Partner representatives whose responsibilities are guided by WHIP's Roles and Responsibilities document (2015).	<ul style="list-style-type: none"> <li>• No election needed but willing and ready to attend meetings voluntarily</li> </ul>	<ul style="list-style-type: none"> <li>• Steering Committee of at least 8 regular meeting attendees</li> </ul>
	3. Maintain at least one staff position to serve as group coordinator and grant manager.		<ul style="list-style-type: none"> <li>• Coordinator employed</li> </ul>
	4. Update governing documents as needed.		<ul style="list-style-type: none"> <li>• Strategic Plan and Bylaws examined annually</li> </ul>
	5. Incorporate Action Team structure to encourage participation in WHIP activities.		<ul style="list-style-type: none"> <li>• 1 Action Team (minimum) in place, others as needed</li> </ul>
	6. Maintain communication and transparency by providing weekly and/or monthly reports from Coordinator.		<ul style="list-style-type: none"> <li>• Biweekly timecards circulated to Steering Committee</li> <li>• Monthly newsletter published</li> </ul>
	7. Submit a quarterly report to Lumberjack RC&D describing WHIP's activities		<ul style="list-style-type: none"> <li>• 4 reports to Lumberjack annually</li> </ul>
	8. Write an annual Work Plan.		<ul style="list-style-type: none"> <li>• Present document updated every 2 years</li> <li>• Coordinator maintains more specific schedule derived from Work Plan</li> </ul>

<b>Objective 5.2: Seek funding opportunities to support and expand WHIP activities.</b>	1. Work with Lumberjack RC&D to apply for federal, state, and local grants.	<ul style="list-style-type: none"> <li>• Coordinator + Secretary</li> </ul>	<ul style="list-style-type: none"> <li>• 5 grant applications submitted</li> <li>• 25% of Lumberjack grant allotted toward seeking additional funds</li> </ul>
	2. Focus efforts on grants that can sustain the Coordinator position.		<ul style="list-style-type: none"> <li>• 2 grant applications submitted which can support “general coordination”</li> </ul>
<b>Objective 5.3: Work across jurisdictional boundaries to maintain and enhance relationships with current and potential Partner organizations.</b>	1. Actively recruit new formal Partners and informal cooperators for WHIP activities.		<ul style="list-style-type: none"> <li>• 1 new group approached for WHIP Partnership</li> <li>• 2 new groups as informal cooperators</li> </ul>
	2. Maintain communication with formal WHIP Partners through at least one Annual Meeting, and regular email		<ul style="list-style-type: none"> <li>• Annual Meeting invitations sent to all Partners</li> <li>• Monthly newsletter sent to all Partners</li> </ul>
	3. Work to create measurement tools to assess how effectively WHIP is helping its Partners / sharing resources.		<ul style="list-style-type: none"> <li>• Discuss at 1 Steering Committee Meeting per year</li> <li>• 1 survey per year</li> </ul>
<b>Objective 5.4: Cooperate to develop and foster strong working relationships with neighboring CISMAs to strengthen the invasive species message.</b>	1. Work toward securing collaborative grant funding opportunities as they arise.	<ul style="list-style-type: none"> <li>• E.g., Tri-CISMA grant application to GLRI, PTI</li> </ul>	<ul style="list-style-type: none"> <li>• Minimum of 1 cooperative grant application submitted, in partnership with other CISMAs</li> </ul>
	2. Regularly communicate with other coordinators and board members to share updates and information.		<ul style="list-style-type: none"> <li>• 1 communication per month with each: TIP, WRISC, Northwoods CWMA</li> </ul>
	3. Attend conferences and meetings where possible to encourage idea exchange and prevent duplication of materials.		<ul style="list-style-type: none"> <li>• Attend Annual Meeting of at least one other CISMA</li> <li>• 1 CISMA Coordinator’s meeting annually</li> </ul>