



**PROJECT CHARTER**

**DRAFT 11-28-18**

<b>Project Name</b>	Integrated Pest Management Policy Review Task Force	
<b>Executive Sponsor</b>	Public Health: Madison and Dane County; City of Madison	
<b>Project Coach/Facilitator</b>	Nan Fey, Chair of Madison Food Policy Council / Karl van Lith	
<b>Project Managers</b>	Steering Team: Fey, Lasky, Reistad, van Lith	
<b>Primary Stakeholder(s)</b>	City departments, residents and visitors to Madison.	
<b>Business Case / Statement of Need</b> ( <i>Why is this project important now?</i> )		
<p>The report of the Pollinator Protection Task Force (PPTF), released in August 2015, highlighted the severe loss of pollinators, including honeybees, native bees, bats, birds, moths and butterflies, across the country in recent decades. The loss of these pollinators has a dramatic impact on food production, especially fruits, nuts and vegetables that depend on them for propagation. Scientists point to factors such as climate change, loss of native habitat, exposure to pesticides and lack of adequate food sources as contributing to the loss of pollinators, all of which can be improved at the local level. The Pollinator Protection Work Group of the Madison Food Policy Council was formed after this report was adopted by the Common Council to implement PPTF recommendations.</p> <p>To explore the use of pesticides by City agencies, the Madison Food Policy Council created the Integrated Pest Management Review Task Force, which will make recommendations on revisions to the City's Integrated Pest Management Policy, which has not been revisited since 2004.</p>		
<b>Project Description / Statement of Work</b>		
Review the City of Madison's Integrated Pest Management Policy and recommend revisions to the Common Council before March 1, 2019.		
<b>Customers</b>		<b>Customer Needs / Requirements</b>
City Departments and Divisions		Sustainable practices to address pest issues on city-owned lands & buildings
City Residents		Healthy food systems, clean air and water, public health protection.
Local Food System		Healthy environments for pollinators
Users of city owned lands and buildings		Healthy environments for people
<b>Stakeholder Roles and Responsibilities</b>		
<b>Stakeholders</b>	<b>Roles</b>	<b>Responsibilities</b>
Parks Department	Internal review, consider options	Planting, mowing, pest control, facilities maintenance & management, community education
Engineering Department	Internal review, consider options	Planting, mowing, pest control, facilities maintenance & management, community education
Housing	Internal review, consider options	Planting, mowing, pest control, facilities maintenance & management, community education
Water Utility	Internal review, consider options	Planting, mowing, community education

Inspection/Zoning	Internal review, consider options	Guidelines for building design, landscaping, planting ordinances
Madison Metro	Internal review, consider options	Facilities & bus maintenance
Public Health Department	Internal review, education strategies	Community education, pest control
Dane Co/UW Extension	Internal review, education strategies	Integrated Pest Management training, community education
City Residents/Private Landowners	Resources & potential partnerships	Planting suitable habitat, using fewer pesticides, healthy environment advocacy, best practices
Pest control contractors / applicators	Resources & implementation	Community education, habitat management
Native Planting Advocates	Resources & implementation	Community education and planting implementation
School District, UW and other institutional landowners	Potential partnerships & implementation	Manage open spaces to support recommendations and best practices
Dane County Environmental Council?	Partnership	Last I knew, the county didn't have a policy. Not sure whether they're interested in what the City is doing.

### **Project Definition: Review, analyze and provide recommendations on City IPM Policy**

<b>Project Goals</b>	Within City departments and on City-owned lands, goals include protecting habitat for pollinators; reducing the use of pesticides and other chemicals that have the potential to harm pollinators and public health City operations set an example for the community..
<b>Project Scope</b>	Provide recommendations that address the work and services of City agencies on city-owned properties.
<b>Project Deliverables</b>	Written recommendations to Common Council for revisions to the IPM Policy and its implementation. Educate the community about ways to address pest issues while minimizing harms to pollinators and public health
<b>How will progress be measured?</b>	Provide recommendations report to Madison Common Council by 2/28/19. Monitor the use of pesticides through an annual reporting process.

### **Project Team Roles and Responsibilities**

<b>Team Members</b>	<b>Roles</b>	<b>Responsibilities</b>
Allison Martinson	Food Policy Council member	Review and report input
Nan Fey	Food Policy Council member	Chair, Madison Food Policy Council
Maddie Dumas	City Engineering	Recommendations and policy review
Thomas Green	IPM Institute of North America	Recommendations and policy review
Julian Cooper	IPM Institute of North America	Recommendations and policy review
Claire Gervais	Former member IPM Advisory Committee; Physician	Policy review and public health issues
John Hausbeck	Public Health-MDC	Policy review and public health issues
Joe Grande	MWU-Water Quality Mgr	Recommendations and policy review
Patricia Gadow	Comm. On Environment Rep.	Recommendations and policy review
Patricia Lasky	PHMDC Board Rep.	Recommendations and policy review

Jessica LeClair	Sustainable Madison Comm.	Recommendations and policy review		
Lisa Laschinger	Parks Department Rep	Recommendations and policy review		
<b>Does this project move the City towards sustainability?</b>				
	<b>SYSTEM CONDITION 1.</b> Reduces dependence upon fossil fuels, extracted underground metals and minerals?	<b>SYSTEM CONDITION 2.</b> Reduces dependence on chemicals and other manufactured substances that can accumulate in Nature?	<b>SYSTEM CONDITION 3.</b> Reduces dependence on activities that harm life-sustaining ecosystems?	<b>SYSTEM CONDITION 4.</b> Reduces dependence on activities that interfere with other people's abilities to meet their basic needs?
Specify how project moves City towards improving or achieving each system condition .	Reduce use of compounds that contain these materials from Earth's crust	Reduce use of man-made chemicals /compounds. Reduce use of pesticides impacts that potentially harm water quality, air quality and public health	Reducing pesticide contaminated could improve water / air quality issues and public health	Health impacts on people; impacts on pollinators that impact food supply and food systems
Identify trade-offs involved as relates to each system condition	May increase use of fossil fuels if mowing is used as an alternative to applying harmful pesticides,	Aesthetic complaints from individuals who prefer weed-free landscapes: and reduction in golf course revenues	Public fears about stinging insects, allergic responses in humans	Potential reduction in park use; less revenue for Parks

<p><b>Does this project provide a stepping stone towards sustainability?</b></p> <p>This project improves the health of the community’s environment for both citizens and pollinators by potentially reducing the use of chemical pesticide). It also provides an opportunity to educate the community on alternatives to pesticides and the importance of pollinators to the human food system and thereby public health.</p>
<p><b>Does this project provide a sufficient return that the City could use to seed future investments?</b> <i>(Include fiscal, environmental and social returns)</i></p> <p>Financial returns will depend on information collected re: chemicals, fuel and staff time. Environmental returns will include increased biodiversity, improved air and water quality, Social returns will include community public health benefits, public participation and support for protection of pollinators and best practices for pesticide use.</p>
<p><b>Project Constraints / Risks / Key Inputs</b> <i>(Elements that may restrict or place control over a project, project team, or project action; results from other projects or input from other sources needed for project to be successful)</i></p> <p>Public perception (and fears) about chemical pesticides. Public expectations of aesthetics in open spaces, e.g., mown turf, non-native plantings, and weed-free golf courses. Staff time and training. Budget constraints.</p>
<p><b>Implementation Plan / Milestones</b> <i>(Due dates and durations)</i></p> <p>In its report, the Task Force will make specific Recommendations for improvements to the City’s IPM policy and procedures for its implementation. Annual reports will be expected according to the policy’s procedures and regular overall progress reports will be made by staff when requested by the Food Policy Council and Common Council.</p>
<p><b>Communication Plan</b> <i>(What needs to be communicated? When is communication needed? To whom? How?)</i></p> <p>Communicating with departments and divisions regarding its review of the current IPM Policy and potential recommendations for revisions. Educate the community about the City’s efforts through their Public Information Officers, the Mayor’s Office, and Information Technology outlets.</p>
<p><b>Change Management / Issue Management</b> <i>(What is process for addressing concerns of those impacted? How decisions will be made? How changes will be made?)</i></p> <p>Who -- Task Force, BOH, Mayor’s Office, MFPC? Advisory Committee? -- will oversee the implementation of its recommendations and work with City departments and divisions to address any concerns that may arise.</p>

**Sponsor Sign-Off**

\_\_\_\_\_ Date: \_\_\_\_\_  
SIGNATURE

**Direct questions about this document to:**  
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