

Summary of Minutes

Water Conservation Advisory Council Meeting

Date: Friday November 16, 2007
Time: 10:00 AM – 1:15 PM
Location: Room 170-Stephen F. Austin Building,
1700 North Congress Ave - Austin, TX

Meeting called by: C.E. Williams, Presiding Officer

Meeting Facilitators: TWDB support staff

Council Members listed below:

Bill Billingsley	Comer Tuck	Greg Carter	Karen Guz	Ken Peterson	Vivien Allen
C. E. Williams	Donna Howe	H. W. Bill Hoffman	Karl Fennessey	Luana Buckner *	Wayne Halbert
Carole Baker	Gary Walker * Gene	James Parks	Kelly Hall	Richard Egg	Wilson Scaling
Cindy Loeffler	Montgomery	Jim Oliver	Ken Kramer	Steven Bednarz	

* Not Present at Nov. 16, 2007 Meeting

At 10:07 am the council meeting was called to order by the Presiding Officer C.E. Williams. The presiding officer welcomed the council and audience and turned the floor over to council member Comer Tuck to introduce some council support staff with the Texas Water Development Board (TWDB). The presiding officer then opened the floor for public comment for which Adrian Isler, Attorney in Boulder, Colorado, spoke a few words. He touched on climate change aspects, best management practices, and carbon sequestering concepts involved in water conservation strategies. He encouraged the council to consider these factors over the course of time in their activities and tasks.

The presiding officer moved on to a discussion of the bylaws and the charter. The charter was discussed first and it was suggested to change a word in the first sentence of the mission statement from 'establish' to 'provide'. The council approved the change as amended.

A discussion on the bylaws clarified that the presiding officer serves as long as their appointed term lasts. Further discussion took place clarifying the definitions of quorum and voting. Karen Guz was asked to draft a statement defining quorum and voting procedures. Ken Peterson stated that he wanted to add a statement that minority reports could be included in the record for those who vote against an item. Motions to approve amending the bylaws were tabled so that the notes could be written out, and voted on later in the council meeting. Refer to Appendix A.

The council discussed the involvement of outside participants in work group sessions. It was decided that all work group sessions will be open meetings and that meeting announcements will be posted ahead of time to give notice to the public. TWDB will help facilitate facilities for people to listen in on work group conference calls. It was also decided that only council members can participate unless others are invited to present or speak during a work group session.

The tabled discussion on the bylaws resumed and items were decided on and passed. Refer to Appendix A.

The presiding officer opened discussion to review the work group teleconference minutes.

Carole Baker discussed Work Group 1

- Comer Tuck reported that on December 3, a public information specialist will be starting with the TWDB and will be an asset with this work group.
- Discussion took place about the Water IQ website.
- Carole Baker stated that money will be a major issue because there is money from some of the regions but no money from the state.

Karen Guz discussed Work Group 2

- It was suggested that the work group needs to let the larger group of stakeholders know about the topics so that there is greater participation and tracking
- The idea is to encourage everyone to not only have a plan, but a program.

Ken Petersen discussed Work Group 3

- Questions posed: How to substantiate improvements? Where do we need to be in a year and how do we get there?

Gene Montgomery discussed Work Group 4

- Two teleconferences thus far- October 31 and November 15
- Funding issues and sustainability issues.
- Will need professional staff to screen resources for the resources library to keep un-useful resources out.
- Lots of research will be needed for the process and background and how to go about it.
- Need outside stakeholders involved, solicit others because they have to cover the whole spectrum for the library, from mining to water user systems to the food industry.
- Discussion about possible need to formalize or change charges to the work groups.

Bill Hoffman discussed Work Group 5

- The work group needs more clarification on what exactly what is this specific legislative charge to the council because some of the group members interpreted the charge differently.
- Bill Hoffman discussed some correspondence with legislative staff and background about what the goals are of this task.

The council discussed the possibility of resource sharing for stakeholders/general public, such as a distribution list to maintain involvement and communication. Other resources were also discussed such as power point sharing for teleconferences or using a web cast system so that everyone can be looking at presentations/ diagrams during a meeting or conference call.

It was decided that each council member needs to submit the name and contact information for their designated alternate to the TWDB staff and a list will be sent to the whole council.

Bill Mullican, Deputy Executive Administrator – Planning for TWDB, discussed some strategic planning initiatives going on at the TWDB. He reviewed four questions for which council member responses were recorded. These notes and questions will be forwarded to the council members for further feedback.

Two future meeting dates were decided on: January 30 and April 1. The general time frame for council meetings will be 10 am -2 pm.

Meeting adjourned at 1:15 pm

Attachment: Appendix A

APPENDIX A

MOTIONS

Charter Document: Word change in paragraph entitled “Mission Statement”. Change *‘establish’* to *‘provide’*.

Bylaws Document: Addition of statement to paragraph entitled “Workgroups”. Add *‘All work groups will be open for the general public to listen in. Texas Water Development Board will facilitate on site facilities. Only council members will openly speak or participate in work group sessions. A council member may invite an external participant to speak or participate in work group discussions.’*

Bylaws Document: Removal of statement in paragraph entitled “ Workgroups”. Remove *‘council members are encouraged to serve on as many work groups as they wish’*.

Bylaw Document: Addition of statement to paragraph entitled “Decisions of the Council”. Add *‘Quorum is defined as at least 12 council members. Votes will not take place at any meeting with out a quorum present.’*

By laws Document: Addition of statement to paragraph entitled “Decisions of the Council”. Add *‘It is desirable for the council to reach decisions by consensus. However if the consensus does not appear possible the presiding officer may call for a vote. The vote will carry for a decision only by 16 council members or designated alternates voting favorably.’* Remove *‘The council will pursue consensus on substantive decisions to be made by the full council, but will accept the passage of motions by a majority vote on the basis of affirmation by two-thirds of the voting council Members or alternates present.’*

Bylaws Document: Addition of statement to paragraph entitled “Decisions of the council”. Add *‘If the council reaches a decision in the absence of a consensus, the council will accept a minority position for the record.’*