

## Minutes: Municipal Workgroup Conference Call

08/30/11

Time Start: 10:04 am

Time Stop: 11:20 am

<b>Members</b>	<b>Alternates</b>	<b>Interested Parties</b>	<b>TWDB Staff</b>
Jim Parks Ken Kramer Donna Howe Brad Smith Karen Guz	Denise Hickey	Carole Davis Heather Dalrumple Mark Froehlich Jennifer Walker	Kevin Kluge John Sutton Vanessa Escobar

The meeting was called to order at 10:04 am and introductions were given.

The meeting began with some general discussion and review of best management practices (BMPs). Workgroup Chair, Karen Guz, stated that she spent some time reviewing the existing BMP Guide as well as some other guides produced by other states. With that in mind Karen had some thoughts that she was brainstorming and wanted to share with the rest of the workgroup.

Karen referred to a handout developed by Texas Water Development Board (TWDB) staff. The handout divided existing BMPs into categories and highlighted some areas where new BMPs could be added or existing BMPs could be revised. She invited all workgroups participants to review this handout and share any suggestions they have for new BMPs or revisions. The handout is available on the workgroup's webpage.

The next handout Karen referred to was on revisions to the framework of a BMP. It was stated that it is important to have the framework of a BMP finalized before new BMPs are developed or revised. Karen asked the workgroup to review the handout and provide any additional suggestion to TWDB support staff before the next council meeting. The handout is available on the workgroup's webpage.

An additional handout that Karen referred to was a handout entitled, Stakeholder Participation Process. This handout outlined the stages on how BMPs will be developed and how the stakeholders can be involved throughout the process. Karen stated that she would use this document as she developed a draft schedule or timeline for the workgroup. The handout is available on the workgroup's webpage.

Karen suggested that she would like to use the nine categories listed on the handout to organize efforts and recruit expert commitment. The workgroup shared suggestions of people that may be appropriate experts to champion a category of BMPs. That list is currently being prepared.

One issue that was brought up during discussion was maintaining a non-specific focus of BMPs in order to avoid promoting or marketing specific technologies. It was suggested that as BMPs are developed the focus should be on defining a practice rather than marketing a technology. The BMP can direct readers to other resources that provide independent analysis on specific technologies.

Karen stated that she would continue drafting a timeline and list to provide at the September 1<sup>st</sup> council meeting.

The conference call adjourned at 11:20am.