

**Meeting Minutes**  
**Region 6 San Jacinto Regional Flood Planning Group**  
**December 9, 2021**  
**9:00 AM**  
**Hybrid Meeting**

**Roll Call:**

<u>Voting Member</u>	<u>Interest Category</u> <u>(Executive Committee role)</u>	<u>Present (x) /Absent ( ) /</u> <u>Alternate Present (*)</u>
Timothy E. Buscha	<i>Industries (Chair)</i>	X
Alia Vinson	<i>Water Districts (Vice Chair)</i>	X
Alisa Max	<i>Counties (Secretary)</i>	X
Gene Fisseler	<i>Public (At-Large member)</i>	X
Matthew Barrett	<i>River Authorities (At-Large member)</i>	X
Elisa Macia Donovan	<i>Agricultural Interests</i>	X
TBA	<i>Small Business</i>	N/A
Paul E. Lock	<i>Electric Generating Utilities</i>	X
Rachel Powers	<i>Environmental Interests</i>	X
Stephen Costello	<i>Municipalities</i>	
Marcus Stuckett	<i>Flood Districts</i>	X
Todd Burrer	<i>Water Utilities</i>	X
Brian Maxwell	<i>Coastal Communities</i>	X* Bob Kosar
Christina Quintero	<i>Public</i>	X
Neil Gaynor	<i>Upper Watershed</i>	X

<u>Non-voting Member</u>	<u>Agency</u>	<u>Present(x)/Absent ( ) /</u> <u>Alternate Present (*)</u>
Hope Zubek	Texas Parks and Wildlife Department	X
Natalie Johnson	Texas Division of Emergency Management	
Kristin Lambrecht	Texas Department of Agriculture	X
Joel Clark	Texas State Soil and Water Conservation Board	
Colleen Jones	Texas General Land Office	X* Brook Bacuetes
Megan Ingram	Texas Water Development Board	X
Melinda Johnston	Texas Commission on Environmental Quality	X
Jeff Taebel	Houston-Galveston Area Council	X
Ellie Alkhoury	Texas Department of Transportation	
Tom Heidt	Port Houston	X
Michael Turco	Harris-Galveston Subsidence District	X
Brandon Wade	Region H Regional Water Planning Group	
TBA	U.S. Army Corps of Engineers	
Sally Bakko	Gulf Coast Protection District	

<u>Liaisons from RFPG</u>	<u>Regional Flood Planning Group</u>	<u>Present(x)/Absent ( ) /</u> <u>Alternate Present (*)</u>
Todd Burrer	Trinity Region RFPG	X
Stephen Costello	Neches Region RFPG	
Michael Turco	Lower Brazos RFPG	X

<u>Liaisons from Other Entities</u>	<u>Entity</u>	<u>Present(x)/Absent( )/ Alternate Present (*)</u>
Mark Vogler	Lower Brazos RFPG	X
Scott Harris	Trinity Region RFPG	
Liv Haselbach	Neches Region RFPG	X
Brandon Wade	Region H Regional Water Planning Group	

<u>Technical Consultant Team Members</u>	<u>Entity</u>	<u>Present(x)/Absent( )/ Alternate Present (*)</u>
Cory Stull	Freese and Nichols Inc.	X
Maggie Puckett	Freese and Nichols Inc.	X
Hayes McKibben	Freese and Nichols Inc.	X

**Quorum:**

Quorum: **Yes**

Number of voting members or alternates that were present: 13

Number required for quorum per current voting membership of 15: 8

**Attendees:**

Alex Chadwell  
Ayanna Jolivet McCloud  
Chris Mueller  
David Brown  
Dr. Shelley Sekula-Gibbs  
Fatima Berrios  
James Bronikowski  
Jill Boullion  
Justin Bower

Kena Ware  
Lillie Norton  
Lisa Mairs  
Marcelo Moacyr  
Mark Klein  
Matt Lopez (FCD)  
Andrew Moore  
Susan Chadwick  
Tom Wilshusen

**\*\*Meeting attendee names were gathered from those who entered information on the WebEx meeting.**

*All meeting materials were available for the public at:*

<http://www.twdb.texas.gov/flood/planning/regions/schedule.asp>

**AGENDA ITEM NO. 1: Call to Order**

Mr. Buscha called the meeting to order at 9:09 a.m.

**AGENDA ITEM NO. 2: Welcome and Roll Call**

Ms. Max took roll call and a quorum was established.

**AGENDA ITEM NO. 3: Registered Public Comments on Agenda Items (limit of 3 minutes per person)**

Ms. Berrios stated there were no registered public comments.

**AGENDA ITEM NO. 4: Texas Water Development Board Update**

Ms. Ingram stated there were no updates from the TWDB.

**AGENDA ITEM NO. 5: Approval of minutes - November 18, 2021**

Mr. Buscha opened the floor for comments to the meeting minutes. Ms. Berrios stated a minor comment on behalf of Mr. Barrett who had not yet joined the meeting. She stated there was an error on the dollar amount specified by Mr. Buscha during the last meeting for the additional funds. Ms. Berrios stated the amount had been corrected in the minutes. Mr. Fisseler moved to approve the minutes as revised. Ms. Max seconded the motion and it carried unanimously.

**AGENDA ITEM NO. 6: Announcement of new Alternate Members and new Non-Voting Members**

Mr. Buscha stated there were no new member announcements.

**AGENDA ITEM NO. 7: Nomination, discussion, and possible action to add a fifth member to the Public Engagement Committee**

Mr. Buscha asked for any volunteers to join the Public Engagement and Technical Committee, stating that he anticipated increased action for both committees once 2022 began. Ms. Donovan, the Chair of the Technical Committee, then encouraged members to join the Technical Committee pointing out the importance of the committee for a successful Regional Flood Plan. Seeing no volunteers, Mr. Buscha deferred the agenda item to next month.

**AGENDA ITEM NO. 8: Update from the Project Sponsor regarding the Solicitation Process for the selection the Small Business Voting Member representative, and Officer Elections.**

Mr. Buscha asked the Project Sponsor to provide an update on the solicitation process. Ms. Berrios stated the solicitation notice had been distributed among all members, and all county clerks within Region 6. She stated the deadline to submit applications was January 3, 2022, and stated an application had already been received. Ms. Berrios stated the notice had been sent to TWDB and would soon be posted on all SJRFPG social media accounts.

Mr. Buscha asked for an update for officer elections. Ms. Berrios stated that, per the SJRFPG Bylaws, officer elections were required to be held every year in January, and stated an agenda item would be included on the January agenda for that matter. She stated a 30-day notice was required to be given, and advised she would send out an email notice with further information regarding member terms and officer elections. Mr. Buscha thanked Ms. Berrios and moved to the next agenda item.

**AGENDA ITEM NO. 9: Liaison Reports pertaining to other region(s) progress and status:**

- a. **Trinity** – Mr. Buscha stated the liaison for the Trinity RFPG was Mr. Burrer who was not present during this time to provide an update.
- b. **Neches Region** – Ms. Haselbach, seeing Mr. Costello was not present, stated that the Neches RFPG would be meeting next week for goal finalization and adoption.

- c. **Lower Brazos Region** – Mr. Turco stated the Lower Brazos RFPG had received its draft of the Technical Memorandum from its Technical Consultant, and stated the RFPG would be reviewing and discussing the Technical Memorandum next week on December 14, 2021.
- d. **Region H Water Planning Group** – Mr. Buscha stated the liaison was not present and moved to the next agenda item.

**AGENDA ITEM NO. 10: Presentation and updates from the SJRFPG Technical Consultant & Reminder to complete the stakeholder survey**

**a. Approval of Technical Memorandum**

Mr. Stull stated the presentation by Freese and Nichols Inc. (FNI) would be brief and stated that once 2022 began, FNI would make quick strides for Regional Flood Plan efforts, and encouraged members to volunteer to serve on the Technical Committee. He asked Ms. Puckett to highlight some of the January and March deliverables. Ms. Puckett proceeded with her presentation and stated that the Technical Memorandum was an interim progress document for the Texas Water Development Board, and that it would continue to be revised and evolve for further improvement. She stated additional spatial data would be incorporated as it was received, as well as any additional guidance received by the TWDB. She mentioned a GIS dashboard was developed by FNI and indicated a short demonstration would be provided by Mr. Hayes McKibben, another FNI employee.

Mr. Stull reiterated what Ms. Puckett had stated and emphasized that all content in the Technical Memorandum was not finalized. He stated FNI would continue to coordinate with stakeholders for further data collection for inclusion in the final report. Mr. Stull then handed the presentation to Mr. McKibben and asked him to provide the demonstration for the GIS Dashboard tool. Mr. McKibben provided a general overview of the functions and layers of the GIS Dashboard.

Mr. Fisseler was impressed with the GIS tool and asked if it had been developed by FNI or whether it was available or the other Regional Flood Planning Groups. Mr. Stull stated that the tool was developed by FNI and stated the tool was aimed to add value, and help members visualize the scope of the plan. Mr. Buscha asked who the intended audience of the tool was. Mr. Stull stated it was aimed for the voting members of the SJRFPG. Mr. Gaynor asked when the deadline would be to submit comments to the Technical Memorandum. Mr. Stull stated that comments to the Technical Memorandum would continue to be accepted until summer 2022. Discussion ensued.

Mr. Barrett asked if FNI was looking for Technical Memorandum approval during this meeting with the potential of minor, non-substantive comments. Mr. Stull indicated yes, stating the Technical Memorandum would continue to be revised and would only serve as a progress report. Mr. Taebel noted some projects listed in the Technical Memorandum did not accurately represent the owner/sponsor. Mr. Stull addressed Mr. Taebel's comment by stating FNI would continue to coordinate with all stakeholders for accurate data portrayal. Mr. Stull added that he hoped that the Technical Memorandum would encourage stakeholders to provide additional information and data for development of Flood Mitigation Projects (FMPs). Lastly, Mr. Stull stated moving forward, FNI would be making quick progress, specifically noting the development of regional minimum standards and needs analysis.

Ms. Puckett gave an overview of the public engagement efforts, highlighting that the SJRFPG social media profiles had gone live. She stated FNI would be working on an stakeholder outreach plan to increase stakeholder responses, pointing out in-person meetings appeared to be most successful at generating responses. Mr. Stull asked the SJRFPG for approval of submission of the Technical Memorandum. Ms. Vinson moved to approve the submission of the Technical Memorandum to the TWDB by FNI with minor, non-substantive comments and correct owner/sponsor agencies as mentioned. Mr. Fisseler seconded the motion, which carried unanimously.

**AGENDA ITEM NO. 11: Approval and certification of administrative expenses incurred by the Project Sponsor for the development of Regional Flood Plan**

Ms. Berrios stated the Project Sponsor would like to defer the item to next month, given there were very minor expenses incurred. Mr. Buscha then deferred the agenda item to next month.

**AGENDA ITEM NO. 12: Presentation of 2021 Planning Group key dates and deadlines:**

**a. Upcoming planning schedule milestones**

**b. Next SJRFPG planning meeting to be held on January 13, 2022**

Ms. Powers stated she would like to include Public Engagement Committee meetings in the coming year to increase public and stakeholder participation.

**AGENDA ITEM NO. 13: Update and discussion pertaining to in-person RFPG meeting location(s)**

Mr. Buscha stated the next meeting would be January 13, 2022 and that the Project Sponsor would be working on solving telecommunication errors. Ms. Berrios stated the next meeting was proposed to be held at a Harris County Flood Control building – Brookhollow, which met all technological requirements. Mr. Buscha asked all SJRFPG members to be mindful of the next meeting location.

**AGENDA ITEM NO. 14: Reminder regarding Planning Group member training on Public Information Act and Open Meetings Act**

Mr. Buscha stated Ms. Berrios would be following-up with all members still missing their training certificates.

**AGENDA ITEM NO. 15: Consider agenda items for next meeting**

- Officer Elections
- Updates to Presentation for Member Use
- Fifth member to the Technical and Public Engagement Committee
- Solicitations for Small Business Voting Member Update

**AGENDA ITEM NO. 16: Public comments – limit 3 minutes per person**

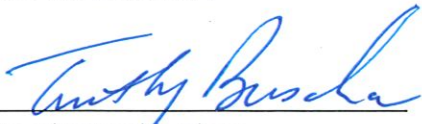
Ms. Berrios confirmed that no public comment requests had been received.

**AGENDA ITEM NO. 17: Adjournment**

Mr. Buscha adjourned the meeting at 10:20 a.m.



Alisa Max, Secretary



Timothy Buscha, Chair