

Meeting Minutes
Region 6 San Jacinto Flood Planning Group Meeting Executive Committee
January 8, 2021
1:00PM
CISCO WebEx Virtual Meeting

Roll Call:

<u>Executive Committee Member</u>	<u>Interest Category</u>	<u>Present (x) /Absent () / Alternate Present (*)</u>
Russ A. Poppe	Chair, Flood districts	X
Alia Vinson	Vice Chair, Water districts	X
Alisa Max	Secretary, Counties	X
Gene Fisseler	At-Large, Public	X
Matthew Barrett	At-Large, River authorities	X

Quorum:

Quorum: **Yes**

Number of voting members or alternates representing voting members present: 5

Number required for quorum per current voting membership of 5: 3

Other Meeting Attendees: **

Flood Planning Group Members:

Voting: None

Non-Voting: Morgan White, Adam Terry

Public:

Michael Reedy

Cory Stull

Dr. Shelly Sekula-Gibbs

James Bronikowski

Matt Nelson

Stephanie Griffin

Terry Barr

Todd Stephens

Sally Bakko

Brandon Cook

Jennifer Harrison

Tommy Ramsey

Chuntania Dangerfield

Fatima Berrios

Reid Mrsny

Stephanie Zertuche

**Meeting attendee names were gathered from those who entered information for joining the Webex meeting.

All meeting materials are available for the public at:

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

AGENDA ITEM NO. 1: Call to Order

Russ Poppe called the meeting to order at 1:00PM. A roll call of the executive committee members was taken to record attendance and a quorum was established prior to calling the meeting to order.

AGENDA ITEM NO. 2: Welcome, Meeting Facilitation Information and Instructions

Russ Poppe welcomed members to the meeting.

AGENDA ITEM NO. 3: Registered Public Comments on Agenda Item 4-8 – limit 3 minutes per person

Verbal public comments related to the agenda were received from:

1. Brandon Cook, Assistant City Manager for Development and Municipal Services, City of Galveston – Items 5 and 6 – Stated a need for Coastal Communities representation, and has been nominated by the City of Galveston. Mr. Cook expressed that he was seeking to represent the Coastal Communities and preferred to become a voting member.
2. Sally Bakko, Director of Policy and Governmental Relations, City of Galveston – Items 5 and 6 - Ms. Bakko emphasized the importance of the Coastal Communities and expressed an interest in Coastal communities being represented as a voting member.
3. Dr. Shelly Sekula-Gibbs, The Woodlands Township and One Water Task Force – Expressed her support for the nomination of Neil Gaynor as voting member and Laura Norton as an alternate. Neil Gaynor is a Geo-Scientist. Neil Gaynor offers technical expertise as a MUD director and is currently a member of The Woodlands One Water Task Force. He brings geographic diversity. Ms. Sekula-Gibbs expressed interest in placing him within any category that seems appropriate.

AGENDA ITEM NO. 4: Review, discussion and possible recommendations to the RFPG pertaining to the Texas Water Development Board Regional Flood Planning Grant application posted on the Water Development Board's website:

<http://www.twdb.texas.gov/flood/planning/planningdocu/2023/index.asp> :

- a. Requirements to complete the application
- b. Proposed project scope and budget
- c. Proposed expense budget consideration

Alisa Max offered an update on the status of the Grant. The approval to submit the application was approved by Harris County Commissioners Court on January 5, 2021. The application is due to Texas Water Development Board on January 21, 2021. The scope of work is fairly fixed and set by the TWDB and governed by the Texas Administrative Code (TAC). Based on prior meetings, public engagement was deemed to be a critical element in developing the Regional Flood Plan. The overall budget of the Grant for Region 6 is \$2.446 Million. It was recommended that the funds be moved around within grant categories to allow for a more robust public outreach and engagement, but knowing the total amount requested needs to remain the same. It was stated that TWDB does not allow funds to be used to re-do previous work and the grant funded work will concentrate on a gap analysis. It was further stated that additional work can be performed, but it will require outside funding apart from TWDB. The Project Sponsor intends to issue the Request for Qualification (RFQ) in the near future with a goal of Consultant selection by May, 2021. Texas Water Development Board has provided a milestone schedule with the anticipated Grant approval at the end of March, 2021.

Alisa Max introduced Reid Mrsny and Fatima Berrios as supporting staff for the Project Sponsor.

General comments were made that emphasized the process prescribed by TWDB and the ability to take actions in addition to the TWDB Scope of Work using local funds. There were further discussions on the importance of public participation in the process.

After discussion of item 4, Alia Vinson motioned to defer item 5 until after item 6 and 7 were discussed. All agreed.

AGENDA ITEM NO. 6: Discussion of RFPG membership and possible recommendations to RFPG pertaining to:

a. New voting categories

The group discussed multiple alternatives and ultimately decided by consensus to recommend the addition of Coastal Communities as a new voting category to the Regional Flood Planning Group. No other new voting categories were proposed at this time.

b. Group size

It was generally decided that slow deliberate growth was preferred. No specific action was taken on this item.

c. Voting membership

The group decided to recommend to the Regional Flood Planning Group the addition of:

- i. One Coastal Communities Voting member,
- ii. One additional Public Voting Member, and
- iii. One additional Water Districts Voting Member

It was further recommended that the Group

- iv. strive to meet geographic, ethnic, and gender diversity with the new voting members to be added to the group, in accordance with the Group's bylaws.

d. Non-voting membership

The Executive Committee recommended the proposal to the Flood Planning Group of the following non-voting members:

- i. Harris-Galveston Subsidence District,
- ii. Region H Regional Water Planning Group,
- iii. Houston- Galveston Area Council,
- iv. Port Houston, and
- v. TXDOT (to be determined between Houston District and Austin, based on how the District map matches up with the Region map)

AGENDA ITEM NO. 7: Discussion and possible recommendations to RFPG on the process to solicit new members for RFPG openings

All agreed to follow the procedures laid out in the bylaws to fill vacancies.

It was decided that the Executive Committee recommend to the Planning Group that for the selection of new voting members, the group should follow the process in Article V, Section 4 with a recommended 30 day deadline; and that the terms should coincide with the terms of the initial voting members. For non-voting members it was recommended that the process be followed as outlined in Article VI, Section 2. It is further recommended that the Group seek to incorporate geographic, ethnic, and gender diversity in their consideration of new candidates in accordance with the by-laws. TWDB will be able to post all solicitations on their webpage: <http://www.twdb.texas.gov/flood/planning/index.asp#vacant>.

AGENDA ITEM NO. 5: Discussion of liaisons to the following neighboring flood planning groups and possible recommendation to the RFPG for consideration:

a. Trinity, Lower Brazos, Neches, and Coastal Communities

It was stated that Todd Burrer had expressed interest for serving as the liaison to Trinity, Lower Brazos, and/or Neches Regions . Alia Vinson also mentioned that the chair of Region 8, Brandon Wade, has also expressed his interest in serving as a liaison. TWDB clarified that there is no timeline for the nomination and selection for liaisons and there is flexibility in making the selection

The Executive Committee recommends to the Planning Group that liaisons should be limited to voting and non-voting members at this time.

AGENDA ITEM NO. 8: Discussion and possible recommendations to the RFPG related to forming of committees to serve under the RFPG.

It was recommended that the Executive Committee recommend to the Planning Group the creation of a committee to assist with the consultant selection process. It should be reminded that the members of that committee should consider the time commitment required before joining it, as well as excluding themselves if they have a conflict of interest.

The formation of additional committees should be considered, as needed, in the future.

AGENDA ITEM NO. 9: Public Comments – limit 3 minutes per person

Public comments made by Sally Bakko, thanking the group for recommending coastal communities as a voting member.

AGENDA ITEM NO. 10: Adjourn

Russ Poppe opened asking for any further comments for the meeting, no additional comments were made.

The motion to adjourn was passed by unanimous consent.

The meeting adjourned at 3:45 PM by Russ Poppe.

Approved by the Region 6 San Jacinto RFPG Executive Committee at a meeting held on xxxxxx, 2021.



Alisa Max, Secretary



Russ Poppe, Chair