

Meeting Minutes

**Region 6 San Jacinto Regional Flood Planning Group
Executive Committee Meeting**

March 27, 2024, 9:00 a.m.

Hybrid Meeting

**East Aldine District
2909 E. Aldine Amphitheatre Dr., Houston, Texas 77039
Classroom A (2nd floor)**

<u>Executive Committee Member</u>	<u>Interest Category</u>	<u>Present (x) / Absent () / Alternate Present (*)</u>
Timothy Buscha	Chair, Industries	X (In-Person)
Alia Vinson	Vice Chair, Water Districts	X (In-Person)
Erwin Burden	Secretary, Counties	
Matthew Barrett	At-Large #1, River Authorities	X (Virtual)
Tina Petersen	At-Large #2, Flood Districts	X (In-Person)

Quorum:

Quorum: Yes

Number of voting members or alternates representing voting members present: 4 (Total)

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

Other Meeting Attendees: *

In-Person: Mike Garcia (HCED), Timothy Williams (HCED), Lea Sanford (HCED) Robert Le (HC)
Neil Gaynor, Jildardo Arias

Remote:

Auggie Campbell

Bob Kosar

Joe Higgs

Peggy Zahler

Maggie Puckett

*Meeting attendee names were gathered from those who entered information upon joining the WebEx meeting.

All meeting materials are available for the public at:

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

MEETING START TIME: 9:00 a.m.

AGENDA ITEM NO. 1: Call to Order

Discussion/Action Items: N/A

AGENDA ITEM NO. 2: Welcome and Roll Call

Discussion/Action Items:

- A quorum was reached.

AGENDA ITEM NO. 3: Registered Public Comments on Agenda Items – 3 minutes per person.

Discussion/Action Items:

- Two guests were registered to speak.
- Neil Gaynor spoke on Item 6 in support of selecting Imelda Diaz for the vacant Upper Watershed position. He highlighted her qualifications and how they would support the needs of SJRFPG.
- Jildardo Arias, representing the City of Friendswood briefly greeted the board. Mr. Arias is also a candidate for the Upper Watershed position.

AGENDA ITEM NO. 4: Approval of Meeting Minutes.

Discussion/Action Items:

- Matt Barrett offered corrections to September and January minutes.
- A request was also made to add agenda titles to agenda item numbers on future agendas. Sponsor will provide agenda item titles going forward.
- Tim Buscha moved to accept September and January minutes with the corrections. Motion carried.
- Minutes will be updated by Sponsor and sent to Alia Vinson and Tim Buscha for review, and to Erwin Burden as Secretary.

AGENDA ITEM NO. 5: Update from the Project Sponsor regarding the Application for Grant Funds and contract with TWDB, on behalf of the RFPG.

Discussion/Action Items:

- Lea Sanford reported that TWDB sent an RFI on the grant application, that the RFI was answered, and that SJRFPG received notice that the application is received and complete.

AGENDA ITEM NO. 6: The SJRFPG Executive Committee may go into an Executive Session pursuant to Chapter 551 of the Texas Government Code for the consideration of personnel matters, specifically, persons being considered for appointment of voting member on the SJRFPG to represent the Upper Watershed Seat.

Discussion/Action Items:

- The Executive Session began at 9:19 a.m.
- The Executive Session ended at 9:27 a.m.
- The Executive Committee has come to consensus on appointment of voting member to represent the Upper Watershed Seat and will make the recommendation at the next planning meeting.

AGENDA ITEM NO. 7: Discussion on the process for the Request for Qualifications for the Technical Consultant for the next planning cycle, and possible recommendation to the Planning Group membership.

Discussion/Action Items:

- Alia Vinson stated the importance of getting a written confirmation from TWDB detailing the fact that the RFQ process is not required for the selection of a technical consultant.
- The Executive Committee has agreed to bring the issue to the voting membership to make them aware that there is an option, discuss it within that setting, and move forward. The Sponsor will also provide guidance on the issue.
- Alia Vinson was asked to provide an opinion as to whether an Executive Session item will be needed for the voting membership at the next planning meeting. Her view is that it should be an open session discussion.
- Lea Sanford stated that the Sponsor is prepared to move forward with the RFQ if that is the recommendation from SJRFPG.
- Alia Vinson commented that even without the RFQ process, a contract will be negotiated with the technical consultant, which will be approved by SJRFPG.
- Next Planning meeting is 4/11/24 at United Way, 50 Waugh Drive.

AGENDA ITEM NO. 8: Adjournment

Discussion/Action Items: N/A

MEETING END TIME: 9:49 a.m.

Key Items:

- The Sponsor needs to weigh in on their position of whether SJRFPG uses the RFQ process to procure a technical consultant.
- Sponsor will provide clarity on whether Harris County Commissioners Court would reject the board's efforts if it doesn't go through the County's normal process.
- Sponsor will provide an update of the timeline to secure a technical consultant if the RFQ process is used.
- Item for discussion on the agenda for the upcoming Planning meeting – Discussion of potential level of effort/cost impacts for amending the current Region 6 Flood Plan during the next planning cycle on the TWDB published scope for technical consultant.

Erwin Burden, Secretary

Tim Buscha, Chair