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**STAKEHOLDER COMMITTEE MEETING – SEPTEMBER 15, 2004**

**MEETING INFORMATION**

**Meeting Location:** Oak Hill United Methodist Church, located at 7815 Hwy 290 West, Austin, Texas 78736, on the south side of Hwy 290, west of the Y in Oak Hill, and opposite to the entrance to the ACC Pinnacle Campus, in Travis County, Texas.

**INFORMAL ROUNDTABLE DISCUSSION ON WATER QUALITY GOALS [OPTIONAL]:**

**Meeting Time:** Wednesday, September 15, 2004, at 5:00 pm

**Meeting Information:** The roundtable discussion will give Stakeholder Committee Members an opportunity to participate in an informal discussion on water quality goals within the planning region. Guest speakers will be invited to present their views on issues surrounding the establishment of water quality goals and objectives within the planning region. **NOTE TO STAKEHOLDER COMMITTEE MEMBERS – THIS ROUNDTABLE DISCUSSION IS OPTIONAL. THE FORMAL DISCUSSION OF GOALS AND OBJECTIVES FOR THE REGIONAL PLAN WILL BE CONDUCTED DURING THE STAKEHOLDER COMMITTEE MEETING THAT BEGINS AT 6:00 PM.**

**Guest Speakers:** TBA

**STAKEHOLDER COMMITTEE MEETING:**

**Meeting Time:** Wednesday, September 15, 2004, at 6:00 pm

**Meeting Information:** Regularly scheduled Stakeholder Committee Meeting. Items and issues to be discussed can be found on the below list of attachments and the accompanying agenda. All attachments will be available on the projects web site prior to the meeting (attachments will be posted as soon as they are finalized).

**ATTACHMENTS for Stakeholder Committee Meeting:**

*[Please note that below each listed attachment we have outlined our expectations for each Stakeholder Committee Representative with regards to the particular attachment. Where appropriate, we have also included things each representative may want to consider when reviewing the attachments.]*

**1. Minutes from the August 18, 2004 Stakeholder Committee Meeting.**

*[GOAL: Consensus approval of minutes. HOMEWORK: Read & review final version posted on the web site. Any significant problems with the minutes should be brought to the attention of the entire Stakeholder Committee, preferably via e-mail, prior to the meeting so that issues may be resolved ahead of time.]*

**2. Minutes from the August 26, 2004 Process Subcommittee Meeting.**

*[GOAL: Consensus approval of minutes, including Subcommittee's recommendations included in the minutes. HOMEWORK: Read & review the draft minutes posted on the web site which include ten (10) specific recommendations by the Process Subcommittee. Any significant issues should be brought to the attention of the entire Stakeholder Committee, preferably via e-mail, prior to the meeting so that issues may be resolved ahead of time.]*

**3. Review and Discuss Draft Presentation of the Goals and Objectives for the Regional Water Quality Protection Plan.**

*[GOAL: Presentation and Discussion on the Consulting Team’s draft of the Goals and Objectives. HOMEWORK: Read & review the draft posted on the web site. Any significant comments should be forwarded to the Consulting Team, preferably via e-mail, prior to the meeting so that initial comments to the draft may be summarized for expedited presentation at the meeting.]*

**4. Review and Discuss Updated Project Schedule and Milestones.**

*[GOAL: Presentation and discussion on the updated project schedule. HOMEWORK: Review the Updated-Project Schedule posted on the web site. Be prepared to comment and discuss this revised schedule. Any significant comments should be forwarded to the Consulting Team, preferably via e-mail, prior to the meeting so that comments may be summarized for expedited presentation at the meeting.]*

**5. Review and Discuss Draft “Areas of Focus” for the Regional Water Quality Protection Plan.**

*[GOAL: Presentation and Discussion on the draft plan outline presented by the Consulting Team;with revisions to the plan outline if necessary. HOMEWORK: Read and review the Draft “Areas of Focus” for the Regional Water Quality Protection Plan Statement posted on the web site. Any significant comments should be forwarded to the Consulting Team, preferably via e-mail, prior to the meeting, so that these comments may be summarized for expedited review at the meeting.]*

**6. Updated –Governmental Authority Matrix.**

*[GOAL: Understanding of final government authority matrix (updated to address Blanco County entities, and other entities requested by the Stakeholders), including existing gaps and overlaps in authority. HOMEWORK: Read & review Final Government Authority Matrix posted on the web site. Be prepared to comment on, ask questions on, and discuss the presentation and to achieve a high level of understanding]*

**7. Updated - Technical information bibliography.**

*[GOAL: Consensus approval of Technical Information Bibliography. HOMEWORK: Review the Updated Technical Information Bibliographies posted on the web site. Be prepared to comment on, ask questions on, and discuss the presentation and to achieve a high level of understanding.]*

**8. Federal & State Regulatory Briefing Presentation. (from the last agenda)**

*[GOAL: Understand the role of Federal & State governments in water quality regulation. HOMEWORK: Review the Federal & State Regulatory Briefing Presentation posted on the web site. Be prepared to comment on, ask questions on, and discuss the presentation and to achieve a high level of understanding.]*

## **AGENDA - for the OPTIONAL Informal Roundtable Discussion on Water Quality Planning Goals and Objectives:**

<b>Time</b>	<b>Activity</b>
5:00 pm	Roundtable Discussion on Water Quality Planning Goals and Objectives Within the Planning Region (Guest Speakers, TBA)
5:50 pm	Break

## **AGENDA - for the September 15, 2004 Stakeholder Committee Meeting:**

<b>Time</b>	<b>Activity</b>
6:00 pm	Convene Stakeholder Committee Meeting, Opening Remarks, Roll Call – Terry Tull
6:05 pm	Open Public Comment
6:10 pm	Discussion and Action to approve Minutes of August 18, 2004 Stakeholder Committee Meeting – Terry Tull <b>(See attachment 1)</b>
6:20 pm	Discussion and Action to approve Minutes of August 26, 2004 Process Subcommittee, including Subcommittee’s recommendations - Terry Tull <b>(See attachment 2)</b>
6:30 pm	Review and Discuss Draft Presentation of the Goals and Objectives for the Regional Water Quality Protection Plan – NEI <b>(See attachment 3)</b>
7:30 pm	Break
7:40 pm	Review and Discuss Draft Presentation of the Goals and Objectives for the Regional Water Quality Protection Plan (Continued)
8:00 pm	Review and Discuss Updated Project Schedule and Milestones – presentation and discussion of current project schedule - NEI <b>(See attachment 4)</b>
8:20 pm	Review and Discuss Draft “Areas of Focus” for the Regional Water Quality Protection Plan – NEI <b>(See attachment 5)</b>
8:45 pm	Other Business (next meeting agenda, etc...)
8:55 pm	Break
9:05 pm	Presentation on Governmental Authority Matrix with Discussion of gaps and overlaps – NEI <b>(See attachment 6)</b>
9:20 pm	Presentation on Technical Bibliography – discussion of proposed bibliography <b>(See attachment 7)</b>
9:30 pm	Adjourn

## EVALUATION FORM

The Executive and Core Committees, the Executive Director and the Consulting Team appreciate your participation in this meeting. We would like to have your evaluation of this meeting, with a focus on how we might improve future meetings. Please rate the following elements of the meeting:

Category	Strongly Agree	Agree	Disagree	Strongly Disagree
The method and timeliness of notification about this meeting was good	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The meeting date and time were good	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The meeting location was good	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The meeting environment (facility) was good	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The meeting format was good	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The handout materials were clear and helpful	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The length of the presentations was just right	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The content of the presentations was helpful	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The meeting followed the agenda	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The meeting followed the time schedule	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
There was adequate opportunity for each representative to participate	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Describe your favorite part of the meeting. What made it your favorite?

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Describe your least favorite part of the meeting. What made it your least favorite?

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Other Suggestions/Comments:

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**Please place this form in the designated box as you leave the meeting. Thanks again for your participation!**