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**STAKEHOLDER COMMITTEE MEETING – OCTOBER 20, 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, October 20, 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 and issues 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. FORMAL DISCUSSIONS RELATING TO THE REGIONAL PLAN WILL BE CONDUCTED DURING THE STAKEHOLDER COMMITTEE MEETING THAT BEGINS AT 6:00 PM.**

**Guest Speakers:** Raymond Slade, hydrogeologist, USGS (retired)

**STAKEHOLDER COMMITTEE MEETING:**

**Meeting Time:** Wednesday, October 20, 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 September 15, 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 and the Executive Director, preferably via e-mail, prior to the meeting so that issues may be resolved ahead of time.]*

**2. Review and discuss Draft Version of a Standard Operating Procedure for the Outside Technical Review Group.**

*[GOAL: Presentation and discussion on the Consulting Team's draft version of a Standard Operating Procedure for the Outside Technical Review Group; recommendations from the SHC to the Consulting Team on revisions. HOMEWORK: Read & review the draft version 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.]*

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

*[GOAL: Presentation and Discussion on the Consulting Team's Updated Draft Version of the Goals and Objectives; recommendations from the SHC to the Consulting Team on revisions, in an effort to present a finalized version of the "Goals and Objectives" document at the November 17, 2004 Stakeholder Committee Meeting.*

*HOMEWORK: Read & review the updated 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 these comments may be summarized for expedited presentation at the meeting.]*

**4. Review and Discuss Updated Draft Version of the "Areas of Focus" for the Regional Water Quality Protection Plan.**

*[GOAL: Presentation and Discussion on the updated draft version of the plan's "Areas of Focus" presented by the Consulting Team; recommendations from the SHC to the Consulting Team on revisions, in an effort to present a finalized version of the "Goals and Objectives" document at the November 17, 2004 Stakeholder Committee Meeting.*

*HOMEWORK: Read and review the Updated Version of 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.]*

**5. Review and Discuss 1<sup>st</sup> Draft of the Water Quality Protection Measures for the Regional Water Quality Protection Plan.**

*[GOAL: Presentation and Discussion on the 1<sup>st</sup> draft of the Water Quality Protection Measures for the Regional Water Quality Plan; recommendations from the SHC to the Consulting Team on revisions.*

*HOMEWORK: Read and review the 1<sup>st</sup> draft of the Water Quality Protection Measures 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. Review and discuss Edwards Aquifer Authority Water Quality Advisory Task Force's Recommendations.**

*[GOAL: Presentation and discussion of the Edwards Aquifer Authority Water Quality Advisory Task Force's "Summary of Recommendations from the Water Quality Advisory Task Force" and the "Final Report of Recommendations" documents.*

*HOMEWORK: These documents will be presented to the SHC for informational purposes. Reviewing the documents prior to the meeting may give SHC members additional insight into the planning effort.]*

**7. 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.]*

**8. Discussion on Possible Formats, Methods, and Subject Matters for Technical/Informational Presentations to the Stakeholder Committee.**

*[GOAL: Discussion on the types of technical/informational presentations the Stakeholder Committee would like to arrange. Discussion will include subject matter, formats, schedule, etc...with the goal of establishing a schedule of technical/informational presentations.*

*HOMEWORK: SHC members should prepare a list of topics they would like to see addressed in technical presentations. SHC members should also consider what format would be most appropriate for these presentations.]*

## **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 Speaker – Raymond Slade, Hydrogeologist, USGS (retired)
5:50 pm	Break

## **AGENDA - for the October 20, 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 September 15, 2004 Stakeholder Committee Meeting – Terry Tull <b>(See attachment 1)</b>
6:15 pm	Review and Discuss the Draft Version of a Standard Operating Procedure for the Outside Technical Review Group - NEI <b>(See attachment 2)</b>
6:35 pm	Review and Discuss the Updated Draft Version of the Goals and Objectives for the Regional Water Quality Protection Plan – NEI <b>(See attachment 3)</b>
7:00 pm	Review and Discuss Updated Draft Version of the “Areas of Focus” for the Regional Water Quality Protection Plan – NEI <b>(See attachment 4)</b>
7:30 pm	Break
7:45 pm	Review and Discuss the Draft Version of the Water Quality Protection Measures for the Regional Water Quality Protection Plan - NEI <b>(See attachment 5)</b>
8:45 pm	Break
8:55 pm	Review and discussion on the Edwards Aquifer Water Quality Advisory Task Force’s Recommendations – overview and discussion of recommendations – NEI <b>(See attachment 6)</b>
9:05 pm	Review and Discuss Updated Project Schedule and Milestones – presentation and discussion of current project schedule - NEI <b>(See attachment 7)</b>
9:15 pm	Discussion on Possible Formats, Methods, and Subject Matters for Technical/ Informational Presentations to the Stakeholder Committee – Terry Tull/NEI
9:25 pm	Other Business (next meeting agenda, etc...)
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!**