

STAKEHOLDER COMMITTEE MEETING – DECEMBER 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, December 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 issues within the planning region. Guest speakers will be invited to present their views on issues surrounding the preparation of a regional water quality protection plan 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 Speaker: TBA.

STAKEHOLDER COMMITTEE MEETING:

Meeting Time: Wednesday, December 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 November 17, 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, discuss, and confirm additional nominees for the Technical Review Group (TRG).

[GOAL: Decide on the confirmation of additional nominees for the Technical Review Group (TRG). HOMEWORK: Review the list of additional nominees which will be distributed by the Executive Director.. Any comments should be forwarded to the Executive Director and the Consulting Team, preferably via e-mail, prior to the meeting so that they may be distributed to all SHC members prior to the meeting.]

3. Review and Discuss Updated Project Schedule and Milestones.

[GOAL: Presentation, discussion and agreement 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. .]

4. Review, discuss, and approve Final Draft Version of the Goals and Objectives for the Regional Water Quality Protection Plan.

*[GOAL: Consensus approval of the Consulting Team's Final Version of the Goals and Objectives document. HOMEWORK: Read & review the updated draft posted on the web site. Remember that the Goals and Objectives were accepted except for those sections that are highlighted in the attachment. **Each and every SHC member is requested to forward either your concurrence with the draft language, or your comments, along with any recommended revisions,** to the Executive Director and the Consulting Team via e-mail prior to the meeting so that these comments may be summarized for expedited presentation at the meeting.]*

5. Review and Discussion of 2nd Draft of the Regional Water Quality Protection Plan.

[GOAL: Presentation by NEI Consulting Team and Discussion on the 2nd draft of the Regional Water Quality Protection Plan; recommendations from the SHC to the Consulting Team on revisions. HOMEWORK: Read and review the 2nd draft of the Regional Water Quality Protection Plan. 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.]

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

Time	Activity
5:00 pm	Roundtable Discussion on Water Quality Planning Issues Within the Planning Region. Guest Speaker – TBA.
5:50 pm	Break

AGENDA - for the December 15, 2004 Stakeholder Committee Meeting:

Time	Activity
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 November 17, 2004 Stakeholder Committee Meeting – Terry Tull (See attachment 1)
6:15 pm	Review, Discuss and Confirm additional nominees for the Technical Review Group (TRG) – Terry Tull (See attachment 2)
6:25 pm	Review, Discuss and Approve Updated Project Schedule and Milestones – Terry Tull/NEI (See attachment 3)
6:35 pm	Review, Discuss and Approve the Final Draft Version of the Goals and Objectives for the Regional Water Quality Protection Plan – Terry Tull/NEI (See attachment 4)
7:05 pm	Break
7:15 pm	Review and Discuss the 2 nd Draft Version of the Regional Water Quality Protection Plan - NEI (See attachment 5)
8:15 pm	Break
8:25 pm	Review and Discuss the 2 nd Draft Version of the Regional Water Quality Protection Plan - NEI (continued)
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?

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

Other Suggestions/Comments:

Please hand this form to the Executive Director or an NEI Consulting Team member as you leave the meeting. Thanks again for your participation!