

COUNCIL ON WATERSHED MANAGEMENT
AGENDA FOR COUNCIL MEETING JULY 11, 2018

Objectives:

- Communicate progress
- Confirm and refine schedule and process
- Drive program integration forward

Wednesday – July 11, 2018 9:00 am – 12:00 pm

Time Estimate	Item
09:00-09:15	Welcome and agenda
09:15	Minutes from last meeting
09:15-09:30	Status update from last meeting <i>Executive summary to the Governor / request for seed funding</i> <i>Program branding update</i>
09:30-10:30	Process confirmation / discussion <i>Working Group process (See Handout 1 of 4)</i> <i>TAC formation and process (See Handout 2 and 3 of 4)</i>
10:30-11:30	Review and refine schedule and milestones through end of year <i>Proposed meeting cycle and milestones (See Handout 4 of 4)</i>
11:30-11:40	New business
11:40-11:50	Public Comment
11:50-12:00	Closing <i>Progress expected between now and next meeting</i> <i>Proposed agenda for next meeting</i>

MEETING SUMMARY

Approved

RESULTS SUMMARY

Participants

Action items

Principle outcomes by agenda item

ATTENDEES

Danica Adams (OCD)	Pat Forbes (OCD)	James Waskom (GOHSEP)
Casey Tingle (GOSEP)	Patrick Landry (DOTD)	Lauren Tichenor Nichols (OCD)
Sam Martin (CPRA)	Matthew Weigel (LDWF)	Jeffrey Giering (GOHSEP)
Randy Myers (LDWF)	Toye Taylor (Governor's Office)	Marvin McGraw (OCD)
Eddie Legnon (OCD)	Adrienne Celestine (OCD)	LaSonta Davenport (OCD)
Janice Lovett (OCD)	Carly Foster (Arcadis)	John Snow (Emergent Method)
Michelle Gonzales (Arcadis)		

ACTION ITEMS

Participants identified the following action items in addition to those already put forward in the presentation and handouts:

Party Responsible	Action(s)	Timing
Casey Tingle, Danica Adams, Sam Martin	Present an update on the Watershed Initiative before the Restore task Force	July 13
Pat Forbes	Convene counsel from each Council member agency to confirm the following: <ul style="list-style-type: none"> • Council is not subject to Open Meetings Law as it does not fulfill the definition of a public entity • Appropriate Council processes based on any applicable legal requirements 	Within the next two weeks to be finalized prior to August 15
Working Group	Develop model inter-agency staffing agreement Develop a list of RFPs	Prior to August 15
Marvin McGraw, John Snow	White paper on Watershed Initiative Long range PR TAC plan Logo options	Prior to August 15

OUTCOMES BY AGENDA ITEM

Please see the **Council Meeting Slide Deck** for a detailed summary of specific agenda items

Welcome and agenda

Participants shared their vision for Program accomplishments over the next 6 months:

- Strong Program framework
- Watershed planning trial underway with another region
- RFPs and bid packages for project work
- Technical Advisory Committees (TACs) up and running
- HUD Action Plan submitted
- Plan for basin modeling in place
- Project prioritization criteria in place
- Projects identified for funding
- Robust engagement strategy in place and underway
- Program process clearly communicated to the public, including the actions underway
- Support staff in place in the Council member agencies
- Policy and standards evaluations in progress
- Catalyst projects underway
- Strong and widely recognized brand in place
- HUD funds flowing

Minutes from last meeting

Participants had no edits to minutes from the last meeting

Status update from last meeting

Executive summary to the Governor / request for seed funding

Pat Forbes described his meeting with the Governor, who emphasized the need for near-term action. OCD will be able to encumber funds for the watershed models and other Program activities in advance of the HUD notice.

Program branding update (see PR TAC Update Handouts 1 and 2)

Participants are in favor of the recommended color palette and program name, Louisiana Watershed Initiative, but requested more logo options to be presented at the next meeting. Specific feedback included considering the incorporation of the Louisiana state outline, eight watersheds, experimenting with alternative use of colors in the second logo option presented, and incorporation of a tagline into alternative uses of the logo (including potential uses of the words sustainability and resilience).

Process confirmation / discussion

Working Group process (See Handout 1 of 4)

Participants generally agreed with the proposed Working Group process with the following adjustments:

- Emphasize the need for the Working Group to steward two-way communication between the Council and stakeholders
- The Working Group is empowered to request additional TACs

TAC formation and process (See Handout 2 and Handout 3 of 4)

Participants generally agreed with the proposed TAC framework and process with the following adjustments:

- FEMA's National Advisory Council model provides a possible example approach for engaging subject matter experts
- Pre-TAC Coordination
 - Toye Taylor should participate in Pre-TAC coordination for the Engagement TAC
 - Erin Monroe Wesley should participate in Pre-TAC engagement for the Policy TAC
 - David Schultz should participate in Pre-TAC engagement for the Planning TAC
 - Pre-TAC coordination also needs to include interviews with non-state agency stakeholders, as appropriate. These include, for example: geographically focused entities, academia, NGOs, State and federal entities, private industry member organizations
- The Data TAC should also consider:
 - Differences between models based on topography
 - Implementation approach for the models
- The Projects TAC should also consider:
 - Defining criteria for No Adverse Impacts and No Regrets Projects
 - Criteria will need to address requirements from the funding source, agency, and watershed program
- The Policy TAC should also consider:
 - What are the policy best practices and practitioners across the state and outside the state?
 - Will need to have early interaction with legislators regarding any recommended policy changes.
- The PR TAC should also consider:
 - Who are the audiences?
- The Engagement TAC should also consider:
 - Public engagement
 - CPRA may provide a good model for public engagement, as well as OCD's experience with the LA SAFE project
 - Who are the audiences?
 - Engagement strategy may change based on audience
 - Legislative and elected representative engagement strategy
- The Planning TAC should also consider:
 - The State plan may not be a new plan, but simply alignment of existing plans. The Planning TAC should help determine this
 - Consider a name for the plan that doesn't include the word "Floodplain" perhaps Watershed-based Flood Risk Reduction Plan.

Review and refine schedule and milestones through end of year (See Handout 4 of 4)

Participants generally agreed with the schedule and milestones put forward by the Working Group with the following adjustments:

- A list of RFPs is needed as soon as possible (Modeling/H&H, Website Development, Program Support, etc.)
- Engagement and Data TAC plans need to be presented at the August 15 meeting and stood up before September
- The PR long range communications plan should be added to the schedule, as well as the project selection process
- September to November Wednesday meeting hold should be for 8 am to 9 am
- Afternoon meeting times are preferred for Council meetings (1:30 to 4:30 pm)

New business

Participants discussed the following new business items:

- Chair and Co-chair
- Staffing
- Open meetings law
- Task Force presentation
- Casey Tingle's recent meeting in Ouachita Parish

Chair and Co-chair

The group selected Pat Forbes as Chair for fiscal year 2018 to 2019 in a previous meeting. The group expressed the expectation that Chair and Co-chair positions would rotate annually, with the Co-chair stepping into the Chair position, and a new Co-chair selected. The decision for Co-chair was deferred to the August 15 meeting with DOTD (Shawn Wilson) and GOHSEP (James Waskom) representatives put forth as options. Participants identified the following rationale for each, which reflect participant sentiments that the Chair in a given year should reflect the principle drive of the Program in that year:

- DOTD: Significant data gathering and modeling efforts to be managed through DOTD will be in progress over the coming fiscal year
- GOHSEP: Significant funding and project implementation efforts to be managed through GOHSEP will be in progress over the coming fiscal year

Staffing

Significant time and resource commitment will be required from each member agency in order to ensure success and effectiveness of the Program. OCD has funding available to support staffing within the agencies and is proceeding to hire 5 new staff before the end of the year. Council agencies will confer with their Working Group members to determine staffing and funding needs. Depending on funding needs, agencies may need to request an amendment to increase their FY19 budget and should plan to ask as a group to increase their budget rather than individually. The Working Group will develop a draft agreement prior to the next Council meeting.

Open meetings law

Participants discussed that there is still an open question among agencies as to whether the Council is subject to the requirements of the Open Meetings Law. Pat Forbes will convene member agency legal counsel to determine appropriate and necessary Council activities according to the law.

Restore Task Force presentation

Participants determined Casey Tingle, Danica Adams, and Sam Martin would cooperate to deliver the presentation before the Restore Task Force scheduled for Friday, July 13, 2018.

Casey Tingle's recent meeting in Ouachita Parish

Mr. Tingle shared that projects being put forward from Ouachita Parish will improve the efficiency of existing infrastructure. Participants agreed engagement with northern Louisiana will be critical to the success of the Program.

Public Comment

No additional comments were made

Closing

Progress expected between now and next meeting

- All action items identified above should be completed
- All Pre-TAC coordination meetings should take place
- Engagement and Data TAC plan development

Proposed agenda for next meeting

The following agenda items are added to the initial proposed agenda topics:

- Program budget for FY19
- Logo review and selection
- Co-chair selection
- Data TAC plan
- Engagement TAC plan
- Approval of White Paper