

TWDB Seeking Review Panel Members for Flood Research

The Texas Water Development Board (TWDB) is seeking individuals who are interested in serving on one or more review panels to support the work of the agency's contracted flood research projects. These efforts are intended to support TWDB flood science and planning work and related efforts of other entities, including the public, governmental agencies, and nonprofit organizations.

Individuals selected by the TWDB for these review panels will provide practical and credible input regarding these research efforts over the duration of each project (typically 9-24 months). Meetings will occur on an as-needed basis and frequency will vary by project. Bimonthly to quarterly meetings are expected. Strong candidates for review panel membership will demonstrate experience directly relevant to the specific research effort as well as general experience working cooperatively on public issues, a willingness to work towards the common goal of the research project, and the ability to participate and contribute proactively throughout the process.

If you are interested in participating in a TWDB review panel, please complete and submit an online Flood Research Review Panel Interest Form for each research project of your interest using the links provided below. Please note the unique closing date located within each interest form:

1. [Benefit Cost Analysis Guidance Manual](#)
2. [Developing Future Rainfall Frequency Grids](#)
3. [Flood Infrastructure Assessment Methodologies and Toolkit Research Project](#)
4. [Guidance Manual for Nature-based Solutions for Flood Mitigation in Texas](#)
5. [Social Vulnerability Index Research Project](#)
6. [Low-Cost Sensor Flood Warning System Guidance Manual](#)
7. [Model for Calculating Economic Agricultural Flood Loss](#)

Background and Purpose:

The Texas Water Development Board (TWDB) conducts research to improve knowledge of flood-related topics and support regional and state flood planning. For some research initiatives, external participation or expertise may be desired to provide credible, technical advice. A research review panel (panel) may be established in such cases to serve as an on-demand resource to

- review scopes of work to ensure use of best science and methods,
- participate during project meetings, and
- review project deliverables to validate results.

The intent is for the TWDB to receive advice and suggestions based on the panel's operational or technical expertise in the field of study, thus strengthening the overall credibility of the TWDB's Flood Priority Research Program or other Flood Science and Planning Initiatives.

Although panel members may at times seek comments from or choose to speak indirectly on behalf of organizations with which they may be affiliated, they will not serve in an ex officio capacity (e.g., officially representing specific public or private organizations).

Panel members are not intended to

- serve as a formal organization or committee and, as such, there will be no “chair”,
- serve as, or otherwise represent, any sort of geographic or other type of “stakeholder group”,
- vote or make formal recommendations or decisions, or
- produce any reports or other publications.

Panel Member Selection:

Panel composition, number, and any changes will be determined at the sole discretion of the TWDB and will be convened and led by TWDB staff. The ideal candidate will have experience in and a continued strong interest in working cooperatively on public issues and will be committed to and possess expertise in related issues. Individuals, not organizations, selected will be asked to serve as an unpaid resource for the duration of the project (typically 9 – 24 months). Panel members will participate as individuals by invitation only and, along the way, will have the flexibility to participate to varying degrees depending upon the issues at hand that the TWDB requires assistance with and their own expertise relevant to those issues. The TWDB may also directly invite specific individual subject matter experts to serve as panel members. Panel members may serve on multiple research review panels.

How interest in a panel is identified, as well as how members are selected, will vary from project to project and will be determined by individual project managers. However, TWDB staff have developed shared tools for these processes, including a template blast email for identifying interest, a template online interest form that interested parties should submit, and an internally shared contact sheet that tracks relevant stakeholder contacts as well as members of existing panels.

General Operations:

Panel meetings will be convened and drawn upon as needed, either individually (e.g., through a quick one-on-one phone call), or collectively as a group, to assist TWDB staff in exploring technical issues relevant to the research.

Meeting frequency will occur on an as-needed basis and will vary by project. Bimonthly to quarterly virtual meetings are expected.

Panel members are expected to review and provide feedback on the deliverables of the research projects.

Panel interaction will occur mostly through teleconference/screen-sharing calls, questionnaires/polls, and email correspondence.

The TWDB will generally seek to identify consensus views when possible and appropriate but will not expect a panel to achieve consensus and will not seek “approval” of any agency or researcher decisions. Additionally, the TWDB will not be bound to follow advice provided by panel members.

Non-TWDB panel members will not generally be asked to generate materials aside from review comments but will be asked to act as a sounding board and to offer advice.

The TWDB will retain the sole authority over the makeup, membership, tasks, agendas, and dissolution of a panel. Lack of participation by a member will result in removal from the panel by the TWDB.

Panel members should not propose contract work, including additional research projects, and should not discuss or make recommendations regarding any scopes of work that may result in solicitation of proposals or bids for contracts from their organization for a period of at least 12 months after the research project's contract expiration date. Any employing firms of panel members who provide comments on scope of work development before the solicitation of proposals or bids may not respond to the related solicitation.

On an as-needed basis, the TWDB or panel may choose to reach out to additional, specific groups or entities, such as federal agencies, to obtain feedback on specific items.

Panel Meetings:

The TWDB will initiate and schedule panel meetings, provide agendas, and facilitate meetings.

To maintain the integrity of the group, panel members may not involve other individuals in the meetings or teleconference calls.

When a panel member cannot attend a meeting or conference call, they may ask a substitute to listen in on their behalf and/or share information on their behalf provided that the member informs and receives confirmation from the TWDB of their substitute prior to the meeting. Substitutes must remain mindful of their temporary role as a representative of a member and not as a member.