

INTERREGIONAL PLANNING COUNCIL
COMMITTEE CHARGES
JUNE 29, 2020

The Interregional Planning Council (Council) was created by the Texas Legislature, 86th Regular Session, HB 807 (Act). The Act specifically requires the Council to generate a report to the Texas Water Development Board (TWDB) that accomplishes three specific tasks outlined in the Act, which are:

1. *improve coordination among the regional water planning groups, and between each regional water planning group and the board, in meeting the goals of the state water planning process and the water needs of the state as a whole;*
2. *facilitate dialogue regarding water management strategies that could affect multiple regional water planning areas; and*
3. *share best practices regarding operation of the regional water planning process.*

At its June 22, 2020 meeting, the Council determined that given the limited time for accomplishing these tasks, a committee structure would be more effective and efficient for brainstorming ideas and solutions to address the legislative charges laid out in the Act. It is anticipated that the individual Committees will be formed, their council members and respective Chairs will be appointed at the June 29, 2020 meeting.

The Committees' work should be informed by the deliberation of the Council's work to date. With the exception of Best Practices, the Council has broadly discussed the task that each Committee will address, has drafted and adopted both problem and goal statements, and has brainstormed possible criteria and solutions for each Committee's substantive work.

Charge for Committees

1. To understand and analyze the problem in more depth:
 - a. Discuss and document the impact on water planning, what causes the problem, what stands in the way of fixing the problem.
 - b. The problem/issues should provide context to the existing conditions that are relevant to the formation of the Committee's recommendations
2. To use the Council's brainstorming of solutions and criteria, to generate additional solutions if needed, and then to develop recommendations the Committee will present to the Council for consideration for inclusion in the final report to the TWDB.
3. To draft and implement an action plan to accomplish its work.
4. To draft report language (following a standard format to facilitate final report preparation.)

5. To coordinate with the Council Chair and Vice-Chair and assigned TWDB staff, and with the Council via written materials and at posted Council meetings.
6. Consult with TWDB for information on the water planning process and the viability of recommendations.

Recommendations from each committee should be:

- a. Aligned with the specific charge from the legislature and the additional guidance provided by Chairman Larson;
- b. Specific and actionable;
- c. Delineate, where possible, if the recommendation is directed for consideration by the TWDB, Legislature, Regional Water Planning Groups, Future Interregional Planning Councils, others; and
- d. Describe the benefit resulting from the recommendation.

Role of Committee Chairs

1. Coordinate the committee work in accordance with the Committee Charge above and within the defined schedule to complete the Council's final report by September 30, 2020.
2. Work with the TWDB and the Council Chair/Vice Chair to establish the committee meeting dates and agendas within the required Open Meetings Act posting requirements (8 days prior to the meeting date).
3. Schedule committee meetings (now virtual meetings only) on dates agreed to by a majority of the committee members (committee chairs will be provided the contact information for committee members, TWDB staff and Council Chair/Vice Chair).
4. Adhere to Open Meetings requirements and avoid "walking" quorum deliberations among committee members.
5. Compile concise committee reports for the Council meetings identifying specific action/direction required from the Council necessary for the committee to continue its work—all recommendations from the committee will be considered by the Council prior to inclusion in the final report.
6. Ensure that the committee's section of the Council report is compiled within the defined format for the report—TWDB staff will provide writing/editing support.