

Notes from 07.21.09 HBMWD Water Resource Planning Advisory Committee

Desired Outcomes

By the end of the meeting, the Water Resource Planning Advisory Committee will have agreements on...

- Whether need more time with Water Law Attorney in near future (**call scheduled for 7.28.09**)
- "Basic approach" to effectively and meaningfully engage stakeholders and interested members of the public in the WRP process (**agreed.21.09**)
- How to develop a Communication Plan for the WRP process (**Subcommittee established**)
- How to handle it when members cannot attend meetings (**postponed to 8.06.09**)
- Whether to audio or video taping meetings (**postponed to 8.06.09**)
- Proposed desired outcomes of next two Advisory Committee meetings (**agreed 7.21.09**)
- Key outcomes or messages want to communicate from this meeting (**see page 4 below**)
- How committee/ meeting was effective at this meeting and changes want to make (**see notes below**)

Ground Rules

- Listen carefully—try to understand, first
- Ask questions to increase your understanding of others' points of view
- Keep inner dialogues, disagreements in the open
- Speak from the heart
- Agree only if it makes sense to you to do so
- Be open to divergent views
- Keep the "good of the whole" in mind at all times
- Help the group stay on track
- Share the "air time"
- One speaker at a time (avoid interruption)
- End group meetings with evaluation of how you are doing as a committee
- Have fun!!

Decision-Making Process

Agree on the recommendation to the HBMWD Board by consensus. In other words, every Advisory Committee member:

- Understands the decision
- Has had a chance to express his or her concerns
- States that he or she is willing to actively support the decision(s)

Every effort will be made to reach consensus. When consensus cannot be reached, the decision will 'fallback' to a super majority (2/3) of full committee. (See Advisory Committee Charter for remaining explanatory text.)

Check-in

Committee members shared: “What would you like for yourself (or want to gain/accomplish) from contributing your time to this process?”

- Learn how to engage a lot of people with different views to come together
- Want to get ahead of curve
- Community involvement—create relationships with community
- Facilitation and education. Watch and participate in process and use it in future experiences
- Learn about water situation, options for the future
- Understanding water history and future
- Find a way to honor whole community. Give respect to every voice. Find core values and support them
- Keep the industry I represent (real estate) informed and engaged
- Develop a pioneering method to engage the community
- Gain understanding of water issues and law
- Give back to the community
- Support the HBMWD
- Become a better board member through gaining new perspectives
- Develop a proactive process to benefit the community
- Feel that we accomplished what we set out to accomplish and it is implemented. The process goes full circle
- Better understand what our community needs to know about complexities of water issues and policy
- Talk with other people that I wouldn't have met in other venues
- Enjoy the sociological implications—interested in telling the story of this process to students
- Protecting our watershed. We need to be concerned about other areas water needs and their implications locally so we can protect our watershed for future generations
- Come up with the most valuable, long-term outcome for the community
- Have a breakthrough in process: evoke a better part of us; speaks to people's deeper needs
- Honoring the whole
- Breakthrough process that honors our democracy
- Experiment in new effective public process that leads to wise decisions that are understood and supported by the community
- Learn how to create better public processes

Process Principles

The process used to develop the recommendations regarding the water resource will have the following characteristics:

Participatory: Engages a broad spectrum of people, especially those who could be impacted, in meaningful ways through a variety of methods, e.g. meetings, locations, on-line

Open and Fair: Community understands the decision-making process and their role in it. They understand the issues and are committed to participating in planning process

Efficient and time bound: Participants see it as a good use of their time

Educative: People understand the issues and challenges and are able to engage as informed participants

Respectful: Participants listen to one another and consider each other's points of view even when they disagree

Clear: Participants understand the process and the potential legal constraints that affect the Board's decisions regarding our water rights

“Criterion”

- From the Greek and French= to judge or decide
- From Webster's: “A standard on which a judgment or decision may be based”

Decision Making Matrix—EXAMPLE

Criteria	Maintain water quality	Maximize water retention	Decrease costs to municipalities	Support development of industrial customers
Options				
#1 -----				
#2 -----				
#3 -----				
#4 -----				
#5 -----				

Proposal for Stakeholder and Citizen Involvement-DRAFT (distributed in separate document)

Multi-Stakeholder + Random + Committee

Advisory Committee = 14

Invited Stakeholders = 28

Randomly Selected Rate Payers, Balanced among municipalities = 20-30

Total Participants = 62-72

Issue List

- Need to determine interface between Water Task Force and Advisory Committee. Need to integrate the two process documents (“Overview of Water Resource Planning Process” and “Proposal for Stakeholder and Citizen Involvement”)
- Necessary to add 9-12 elected officials or municipality staff to multi-stakeholder group?
- Plan for who will design and facilitate public meetings? Determine Advisory Committee members role and participation
- Plug into Chambers of Commerce, use survey monkey, Humboldt Access to do focused presentations
- Advisory Committee selects/recruits multi-stakeholders?
- HBMWD and cities co-host public meetings

Multi-Stakeholder Group Options

- ✓ Agreed: Municipalities, elected people don’t chose 2 people, they are covered by the random sample, which is balanced by municipality; all other committee members pick 2 people. (Need to determine how to present this—will revisit after muni/district people talk after this meeting)
- Each committee member picks 2-3 people, the whole committee decides
- Each committee member picks 2 people
- Non-represented municipalities identify participants in multi-stakeholder groups

Criteria to select invitees

- Must commit to follow the process principles
- Rate payers from the district
- Cross-discipline, representational
- New faces
- Commit to 3 meetings, 4-hours in length, spread over 5 months, with preparation in between
- Agreed to invite non-HBMWD community members to “whoever shows up” meetings. Meetings must be well advertised.

Messages to Communicate from Meeting

- Agreed on process for engaging the public (share document)
- Agreed not to talk about individual Advisory Committee members
- Committee being careful about how to design the process to be as democratic as possible and representational
- There will be upcoming forums for public participation and dates are being scheduled

Desired Outcomes for August 6 and/or 18, 2009

Agreement on:

- Communications plan
- Next steps to implement Communication Plan including who will do what/ when
- Desired outcomes and detailed agendas for “events” during Education and Decision-making criteria phases
- Locations, time, length, dates of “events”
- Next steps to implement “events” including who will do what at which events
- “Advisory Committee only” meetings
- Integrated process plan for WRP
- Orientation/invitation document to give to invitees

Action Steps

What	Who	By When
Integrate process plan with involvement document. Merge check-ins with HBMWD Board and Water Task Force	Mary	7.30.09
Create document to give to multi-stakeholder group attendees that explains purpose and dates	Mary/Carol	7.30.09
Subcommittee will identify dates, locations, agenda of public meetings	Carol, Mary, Kaitlin, Bruce	7.28.09
Develop Communications Plan--subcommittee	Dennis Mayo, Pete, Sheri, Bruce, Jana, (Jacqueline, if not during 1 st week in August	8.6.09
Revisit video/audio topic	Mary	8.6.09
Distribute communications messages and notes to group	Mary, Carol	7.23.09

Evaluation

What worked about committee/this meeting	Changes to make
<ul style="list-style-type: none">▪ Large group conversation (break out groups are a waste of time)▪ Getting all the ideas up there, then going back to make decisions▪ Groups did well getting through the agenda▪ Room was cozier, could hear everyone▪ Good pace today	<ul style="list-style-type: none">▪ Never broke into small groups—breakouts are valuable, a break from the intensity of holding the large space, which can be exhausting▪ Small group time could be good, not everyone participated as much as they could have

Present at meeting

Advisory Committee Members: Jacqueline Debets, Verne Frost, Michelle Fuller, Rick Littlefield, Dennis Mayo, Dennis Mullins, Pete Nichols, Jim Smith, Kaitlin Sopoci-Belknap, Bill Thorington, Dave Varshock, Mark Wheatley, Sheri Woo

Staff: Carol Rische, Mary Gelinias, Heather Equinoss