

Region 3 Trinity Flood Planning Group Meeting Minutes
December 17, 2020
10:00AM to 12:00PM
Publicly Accessible Videoconference

Meeting was conducted via WebEx and telephonically

Agenda:

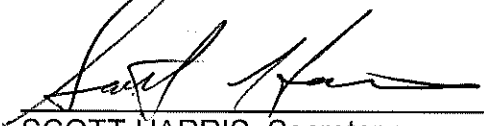
1. Call to order – Mr. Clingenpeel called the meeting to order and welcomed attendees.
2. Welcome
3. Approval of minutes from the previous meeting – Gerardo Ocanas made mention that the minutes from the last meeting stated that the next meeting would be in January but was held on Dec. 17th instead. Howard Slobodin agreed that change would be made subject to the committee approval. Motion: Scott Harris motioned that the meeting minutes be approved as amended. Second: Lissa Shepard. Action: unanimously approved.
4. TWDB update and presentation - Megan Ingram of TWDB provided a two-part background presentation concerning “Flooding 101” and the “Request for Applications Process & Contract Details.” There was some discussion regarding flooding that comes from inundation of easements around reservoirs with controlled release structures. A copy of the presentation is available from the TFPG administrator. Ms. Ingram stated that there would be a more in-depth presentation on the tasks for the Scope of Work included in the application.
5. Consider additional mandatory non-voting member positions – Glenn Clingenpeel stated that positions for FEMA, NWS, and USACE were added to the bylaws during the October 27 meeting but required ratification during the current meeting which followed two-weeks posted notice.
 - a. Public Comments - no public comment was received.
 - b. Discussion and consider adding addition members – Scott Harris asked for clarification on how the process of filling the positions would be accomplished. Mr. Clingenpeel said that the respective entity would be notified of the position and asked to make an appointment to fill it. The entity appoints their own representative. Mr. Clingenpeel asked for a motion to ratify the addition of the mandatory, non-voting interest categories for FEMA, NWS/RFC and the USCOE. Motion: Scott Harris. Second: Andrew Isbell. Action: unanimously approved
6. Appoint Nominating Committee to fill the Agricultural mandatory, voting position – Mr. Clingenpeel appointed Rachel Ickert, Matt Robinson, Jordan Macha, Andrew Isbell, and Scott Harris to serve on the committee. Scott Harris was appointed as chair of the committee. Mr. Clingenpeel described the timeline for filling the vacant agricultural interest position as follows: Solicitation are to be posted on TWDB webpage, with a window of 30-45 days for responses. Following the close of the response window, the committee must deliberate for a minimum of 10 days. This results in a minimum of 40-55 days before the group can act to fill the position.

7. Update from Planning Group Sponsor regarding status of Regional Flood Planning Grant contract with the TWDB – Mr. Slobodin gave an update on this process.
 - a. Discussion on status of application for Regional Flood Planning Grant funds – Howard Slobodin and Alexis Long have been putting together the application worth approximately 2.5 million dollars for the Trinity Basin. They have incorporated the draft scope of work that the TWDB prepared. Mr. Slobodin included a link for that scope in the chat session for the meeting.
 - b. Discussion of technical consultant procurement process – Mr. Clingenpeel stated that this process must receive approval from the group in order to move forward. Mr. Slobodin explained the process as follows: TWDB requires TRA, as the sponsor of this group, to procure the consulting services. This is done by sending out a Request for Proposal (RFP) to be sent to qualified firms. Once the proposals have been received back, each will be scored according to a matrix system and then brought to the committee for selection. Mr. Slobodin explained what items were most important for the scoring process that coincides with the scope of work. Mr. Isbell asked that they include the firms' GIS capabilities in the scoring. Mr. Robinson asked that there not be too many categories so that it will not become too cumbersome. Mr. Isbell also stated that he did not believe any firm should be eliminated because they have not had previous experience with TWDB, and that while there are similarities between the water and flood planning processes, they are significant differences.
 - c. Discussion on Scope of Work posted with TWDB – There was no separate discussion on this item as it had been covered during the discussion of item 7a.
8. Consider authorizing the TRFPG Political Subdivision to prepare and disseminate a Request for Proposals to identify technical consultants for the 2026 Regional Flood Plan – Mr. Clingenpeel asked for a motion to grant TRA the authority to move forward with the solicitation, to include a scoring matrix. Motion: Sarah Standifer. Second: Lissa Shepard. Action: unanimously approved.
9. Discussion of the means by which the RFPG will develop and host a public website (required per §361.21(b)) – Mr. Clingenpeel explained that this will be something that the consulting firm will do but until that time TWDB will serve in that capacity. Mr. Slobodin added that the draft scope would include the development of a group-hosted website. This task will be covered under money allocated for this process through the TWDB grant and subsequent technical services agreement.
10. Consider a means by which the RFPG will accept written public comment prior to and after meetings (required per §361.21(c)) – Mr. Clingenpeel stated that this item did not require action. Mr. Slobodin explained that as sponsor of the group TRA would be happy to accept any written public comments prior to and after meetings. Anything received would be disseminated to the group.
11. Discussion of the required solicitation for persons or entities who request to be notified of RFPG activities (required per §361.21(e)) – Mr. Clingenpeel stated

that as part of the flood planning process, TRA will develop a list of individuals that have interest in receiving anything that is required to be sent out for formal notice by the TWDB's rules. Initially solicitation will be done through TWDB's website.


12. Receive general public comments – limit 3 minutes per person. Mr. Clingenpeel opened the floor for public comments. Danielle Goshen provided comments. Ms. Goshen, Water Policy Outreach Specialist at Galveston Bay Foundation, encouraged consideration of additional voting members to include: Land Trusts, Academic Flood Experts involved with an institute of higher education, and low-income housing advocate for those impacted by flooding.
13. Consider and adopt calendar of meetings for 2021 – A draft agenda was presented for consideration with a meeting scheduled in January. Due to timing requirements for filling the vacant agricultural position, and the solicitation process for a technical consultant, Mr. Clingenpeel asked that the January meeting be dropped and the next meeting be held in February. After that Mr. Clingenpeel proposed that meetings would be held every other month, at least for the first year. Mr. Clingenpeel called for a motion to adopt the calendar with the modification noted (i.e. moving the January meeting to February). Motion: Sano Blocker. Second: Matt Robinson. Action: unanimously approved.
14. Consider agenda items for next meeting – The following items were suggested for the next Region 3 meeting: report from nominating committee and action to fill the agricultural interest category spot, elect officers, select consulting firm, consider the addition of non-mandatory non-voting members including: councils of governments and those proposed by Ms. Danielle Goshen; add nominating liaisons for adjacent regions, and receive TWDB presentation on the work plan and scope of work.
15. Adjourn. Mr. Clingenpeel adjourned the meeting.

THE ABOVE AND FOREGOING ARE CERTIFIED TO BE TRUE AND CORRECT MINUTES OF THE REGULAR MEETING OF THE REGION 3 TRINITY FLOOD PLANNING GROUP HELD DECEMBER 17, 2020.



SCOTT HARRIS, Secretary
REGION 3 TRINITY FLOOD
PLANNING GROUP

3/2/22
Date



GLENN CLINGENPEEL, Chair
REGION 3 TRINITY FLOOD
PLANNING GROUP

12/17/2020
Date

