

# Countywide Water Coordination Committee

## MINUTES MEETING OF JULY 20, 2018

Chair Pine called the meeting to order at 7:36 am at the San Mateo City Hall.

Attendance sheet is attached.

### **1. Public Comments on items not on the agenda.**

None.

### **2. Approval of minutes from the June 15, 2018 meeting.**

*Motion: Member Gauthier moved to approve the June 15, 2018 minutes as presented; Seconded by Member Vaterlaus; Motion carried unanimously.*

### **3. Receive update on the progress of Staff Advisory Team (SAT) and provide input on success factors.**

Committee received an update on the SAT workshop held on July 12, 2018. The intention of the workshop was to begin addressing questions about the role of the agency, what success will look like in one, three and five years, potential barriers, etc. The SAT was divided into two groups and each group reviewed success factors and challenges in key areas for developing a new entity, including implementation, funding, governance structure, branding, stakeholder involvement, outreach, etc. The outcomes of this workshop will be used to create a roadmap for developing a new agency proposal. The input from the SAT workshop and an online questionnaire for SAT members who were unable to attend the workshop will also be used to develop a draft strategic plan framework covering core areas of developing a proposal, including mission/vision, goals/priority objectives, core values and key stakeholders/interested parties.

Committee members provided input to the process for developing a roadmap and strategic plan framework, focusing on drivers for success from member agency perspectives, addressing local and regional concerns, and define how this entity fits in with existing efforts. Members discussed the need for getting buy-in from the majority of cities and towns, especially those with existing water issues. Pivotal elements of the discussion included a need to define anticipated agency commitments and value of the entity to member agencies; develop a priority project list across the focus areas; and establish early funding and staffing needs and how the initial funding could be shared by member agencies with varying priorities and needs. It was noted that the countywide stormwater program offers a good example of how there are cost savings to the agencies by providing services to the agencies for work that is done more efficiently at the countywide level instead of done by individual agencies. Other good examples cited are the San Francisquito Creek JPA, the County OES, and the Sacramento Regional Water Authority.

The next steps for the SAT is to complete the draft road map and strategic plan framework and to work with ESA to create a more detailed schedule for the overall effort.

**4. Member comments and announcements (information item).**

None.

**7. Adjournment.**

Meeting was adjourned at 8:47 AM. Next meeting is scheduled for Aug 17, 2018.