

UNRBA Implementation Steering Committee February 13, 2007 (Meeting 3) Summary

Prepared February 13, 2007

UNRBA mission: To preserve and protect the water quality in the Upper Neuse River Basin through innovative, cost effective and environmentally sound strategies and to create a coalition of local governments and stakeholders in a water resources partnership.

Introductions and Meeting Objectives

The Implementation Steering Committee (ISC) of the Upper Neuse River Basin Association (UNRBA) met at 9:30 a.m. on Monday, February 13, 2007 in the Triangle J Council of Governments conference room.

Meeting agenda:

- Reaching Agreement within the ISC
- Implementation Planning Timeline
- Local Involvement
- UNRBA Roles
- Next ISC Meeting and Homework

Meeting attendees are listed below.

Name	Organization	E-mail address
Nancy Newell	City of Durham, Water Management	nancy.newell@durhamnc.gov
Barry Baker	Granville County, Planning	planning@granvillecounty.org
George Rogers	City of Raleigh, Public Utilities	george.rogers@ci.raleigh.nc.us
Shawn Springer	Wake County, Environmental Services	shawn.springer@co.wake.nc.us
Pat Young	Franklin County, Planning Dept.	pyoung@co.franklin.nc.us
Sarah Bruce	Upper Neuse River Basin Association	sbruce@tjcog.org
Shelby Powell	Kerr-Tar Council of Governments	spowell@kerrtarcog.org
Chris Dreps	Upper Neuse River Basin Association	dreps@tjcog.org

Reaching Agreement within the ISC

Sarah Bruce explained the Five-Point Scale (see handout provided at Meeting 2). The group decided to use the Scale as a discussion tool to assess level of agreement on particular recommendations. The ISC decided not to use motions or Robert's Rules of Order. Nancy Newell suggested that the "score" of total points by "voting" members could be seen as a rough indicator of agreement.

The ISC decided to continue to make recommendations to the Board and TAC based on loose consensus but not to record individuals' "levels" of agreement (one to five, five being not acceptable). Rather, the ISC will try to address any concerns that arise and note for posterity any concerns that cannot be resolved immediately.

Implementation Planning Timeline

Sarah Bruce passed around a Timeline slightly revised from what the Board of Directors received at their January meeting (stages 1 and 2 were attenuated slightly and are now rightly represented as local involvement opportunities):

Implementation Planning Timeline

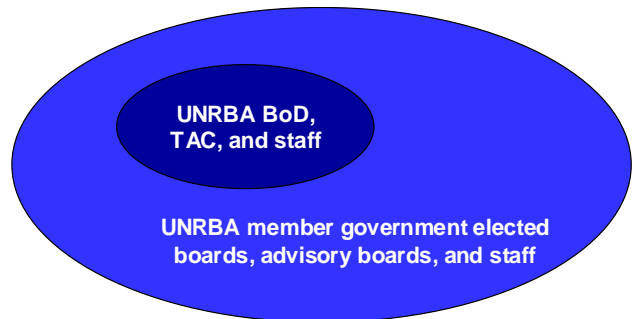
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Step	Task	2007												2008					
		JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR			
1	Draft and approve recommendation sheets	■	■	■	■	■	■	■											GATHER & ANALYZE DATA
2	Determine Focus Areas for each strategy	■	■	■	■	■	■												
3	Analyze Focus Areas vs locality boundaries			■	■	■	■	■											
4	Present strategies and Focus Areas to Upper Neuse localities								■										
5	Review local management strategies using LMSRs					■	■	■	■	■									
6	Overlay LMSR results with Focus Areas and write Gap Analysis										■	■							
7	Communicate Gap Analysis to localities and get feedback											■	■						
8	Determine Implementation Priorities and costs to study											■	■						MAKE DECISIONS
9	Discuss Implementation Priorities with localities											■	■						
10	Consider costs and determine which alternatives to pursue												■	■	■				
11	Write, review, and adopt the Implementation Plan													■	■	■			
12	Disseminate the Implementation Plan																■		
	Falls Lake NMS Stakeholder Process begins																■		

■ = Opportunity for local involvement
 LMSR = Local Management Strategy Review
 NMS = Nutrient Management Strategy

Local Involvement

Chris Dreps discussed how this process could be viewed as the UNRBA's "core" group reaching out to additional local government elected & advisory boards and staff. These groups will be the focus of UNRBA's local involvement efforts for the Implementation Planning process.



Sarah Bruce passed out the International Association for Public Participation's "Public Participation Spectrum" (see following page).

The group briefly discussed some goals for local involvement, most of which revolved around the impending Falls Lake Nutrient Management Strategy:

- To create a UNRBA Implementation Plan that can credibly be brought to the NMS stakeholder process to help UNRBA members have a say
- To increase buy-in in the NMS process
- To ensure that locals are familiar with UNRBA and what it stands for.

The ISC then discussed how local involvement opportunities (shown as red boxes in the Timeline) could be addressed, both generally and in light of each local government’s unique processes for considering new approaches.

IAP2 PUBLIC PARTICIPATION SPECTRUM

INCREASING LEVEL OF PUBLIC IMPACT

Note: Please substitute “locality” or “local” for the word “public” in this table. The Implementation Planning process will not involve the general public due to time and funding constraints.

INFORM	CONSULT	INVOLVE	COLLABORATE	EMPOWER
Public Participation Goal:	Public Participation Goal:	Public Participation Goal:	Public Participation Goal:	Public Participation Goal:
To provide the public with balanced and objective information to assist them in understanding the problems, alternatives and/or solutions.	To obtain public feedback on analysis, alternatives and/or decisions.	To work directly with the public throughout the process to ensure that public concerns and aspirations are consistently understood and considered.	To partner with the public in each aspect of the decision, including the development of alternatives and the identification of the preferred solution.	To place final decision-making in the hands of the public.
Promise to the Public:	Promise to the Public:	Promise to the Public:	Promise to the Public:	Promise to the Public:
We will keep you informed.	We will keep you informed, listen to and acknowledge concerns and provide feedback on how public input influenced the decision.	We will work with you to ensure that your concerns and aspirations are directly reflected in the alternatives developed and provide feedback on how public input influenced the decision.	We will look to you for direct advice and innovation in formulating solutions and incorporate your advice and recommendations into the decisions to the maximum extent possible.	We will implement what you decide.
Example Tools:	Example Tools:	Example Tools:	Example Tools:	Example Tools:
<ul style="list-style-type: none"> • fact sheets • web sites • open houses. 	<ul style="list-style-type: none"> • public comment • focus groups • surveys • public meetings. 	<ul style="list-style-type: none"> • workshops • deliberate polling. 	<ul style="list-style-type: none"> • citizen advisory committees • consensus-building • participatory decision-making. 	<ul style="list-style-type: none"> • citizen juries • ballots • delegated decisions.

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The ISC felt it was important to develop a process that could be applied generally but whose stages could be tailored to local decisionmaking styles and structures. The following process is proposed for local involvement:

- 1) Obtain approval from the UNRBA Board of Directors at their March meeting on the Timeline and proposed local involvement process. UNRBA staff will develop a letter to the chair of each local elected board, explaining why we want to present, to share with the UNRBA Board at their March 21 meeting. UNRBA TAC and Board members will also be asked to take responsibility for

coordinating local feedback and forwarding it to the appropriate UNRBA entity (staff, Board, or TAC).

2) Begin another round of “informational” presentations to local government elected bodies, with the assistance of active TAC members. (Chris Dreps has already presented the Upper Neuse Watershed Management Plan to individual member governments.) **The objective of this stage will be to**

- familiarize UNRBA member (elected) bodies with the Upper Neuse Watershed Management Plan, the UNRBA, and the Implementation Planning process
- market the benefits of the UNRBA framework and present costs of inaction
- alert them to the upcoming Nutrient Management Strategy and how it relates to this effort
- solicit participation on review of recommendation sheets and focus areas
- let them know when we will return and what we will be looking for in the future
- produce directives from the elected body to their staff to assist the UNRBA with this effort and identification of responsible parties/points of contact.

These presentations will be conducted as soon as the UNRBA Board of Directors approves the Timeline and this proposed process for local involvement, or sooner if deemed appropriate by UNRBA staff and local staff. (For example, some UNRBA members are not likely to be asked to implement many strategies, so such presentations would be more informational than action-oriented.)

3) UNRBA completes recommendation sheets and analyzes focus areas for all strategies, and UNRBA staff provide these to the local governments to which they apply. UNRBA staff will conduct local presentations by request.

4) UNRBA staff and local points of contact hold a “pre-game” meeting to determine how best to proceed in light of the Local Management Strategy Review or the Gap Analysis (LMSR) findings for the jurisdiction and identify areas of common interest, such as Granville County’s need to restrict development from areas with unexploded ordnance.

5) At least one additional presentation will be made to each UNRBA member to explain the results of the LMSR/Gap Analysis/prioritization of watershed management strategies. [The objective of this stage was not spelled out at the meeting and needs to be defined.]

The ISC requested that UNRBA staff keep the Board of Directors up to date on what local outreach meetings have been conducted.

Next ISC Meeting & Homework

The question of when and how extensively to research costs of implementation will be the topic of the next ISC meeting. This subject is intimately connected to our external communication efforts (as proposed above).

Sarah Bruce will solicit dates for the next ISC meeting for mid-April from the group via email.

[ISC members are asked to comment on the local involvement process proposed above before this draft meeting 3 summary is finalized.]