

BOARD POLICY
SOUTHWEST FLORIDA WATER MANAGEMENT DISTRICT

TITLE: Well Drilling Advisory Committee

SECTION/DEP: Well Construction Section,
Technical Services Department

NUMBER: 225-017

PAGE: 1 OF 2

APPROVED BY: **Thomas G. Dabney, Chair**

EFFECTIVE DATE: 07/29/03

SUPERCEDES: 09/01/93

INTRODUCTORY STATEMENT:

The District Governing Board has established this Advisory Committee for the purpose of obtaining input on District regulatory programs, projects and related resource management issues. The Governing Board recognizes and appreciates the significant commitment of the organizations and individuals who agree to serve on this Committee. This Advisory Committee is a valuable resource to the District and the input it provides helps to ensure the District is meeting its responsibilities in an effective and efficient manner.

The District has an eleven member Governing Board and eight Basin Boards comprised of an additional forty-four gubernatorial appointees. The Board appointees are citizens from throughout the District representing the numerous and varied interests which exist. The Boards hold in excess of 100 public meetings annually and provide supervisory direction to District staff. It is the intent of the Governing Board that the Advisory Committees continue in the mission of providing valuable feedback and advice on issues that are determined by Board members to be directly related to the District's statutory responsibilities.

It is in recognition of the value of such feedback and advice that this Advisory Committee is established. District staff is charged with providing administrative support to the Committee, including developing and mailing meeting notices and agendas, making arrangements for meeting facilities, recording meetings and providing meeting summaries, monitoring membership and officer terms, and performing other related administrative matters.

STATEMENT OF POLICY:

This policy establishes the Well Drilling Advisory Committee (WDAC) to the Southwest Florida Water Management District, and sets forth the purpose, activities and membership guidelines of the WDAC.

Purpose

The purpose of the WDAC is to provide professional and technical input into District programs and activities including regulatory programs, rule revisions, water quality activities, research and other water resource management projects that relate to the well construction industry. The WDAC will consider matters relating to the statutory duties and responsibilities of the District. WDAC members serve as liaisons with the District, maintaining communication with members of their industry and conveying input from their industry to the WDAC. In addition, the WDAC acts as an educational extension of the District by helping to disseminate information and by advising and assisting the District in education programs and projects. A function of the WDAC will be to provide two-way communication between the District and the well construction industry.

Membership

Membership will be representative of the well construction industry and consist of seven water well contractors holding valid Florida licenses. One of the seven members will be chosen by the Florida Ground Water Association to represent it on the WDAC. The District's Executive Director or his designee will select the other six members.

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Members of the WDAC shall be designated as authorized travelers of the District and their ordinary travel and per diem expenses will be paid from available District funds.

Terms of Membership

A term of membership on the WDAC shall be four years. Members may serve multiple terms. WDAC members, who miss three consecutive meetings without prior notice to and approval by the WDAC chair, will be deemed to have resigned from the WDAC and a new member will be chosen to take his or her place.

Officers and Duties

The WDAC will elect a Chair and Vice-Chair to each serve for a two-year term. An officer may be elected to the same position for two consecutive terms. An officer may be elected to serve additional terms in a position after the lapse of two years following the conclusion of the second consecutive term. Election shall be by a simple majority vote of the WDAC members. At least 50% of the members must be in attendance for the election of officers.

The Chair will be responsible for assisting the District staff in establishing meeting agendas and soliciting input from WDAC members, chairing WDAC meetings, establishing subcommittees as may be appropriate, and representing the WDAC when necessary. The Vice-Chair shall serve as chair in the Chair's absence.

Meetings

Regular meetings of the WDAC will be held quarterly. Special meetings may be authorized by the Executive Director or his designee to facilitate the timely consideration of items, or upon the request of the Chair.

Topics for discussion at WDAC meetings will focus on regulatory issues and changes and areas of interest to the Governing Board. Other topics may be proposed by the WDAC for placement on the agenda for discussion; however, requests of staff requiring more than routine support will be subject to approval by the Executive Director.

Notices of WDAC meetings will be mailed in advance of the meetings by the District to members and interested persons. District staff will record WDAC meetings and abbreviated meeting summaries will be provided to WDAC members.

Meetings shall be conducted in accordance with *Robert's "Rules of Order"* as described in Roberts Rules of Order Newly Revised, originally written by General Henry M. Robert (1876) unless otherwise specified by law or this policy.

The WDAC is subject to the Florida Sunshine Law, Section 286.011, Florida Statutes, and all meetings will be conducted in accordance therewith.