

## BOARD POLICY

Southwest Florida Water Management District

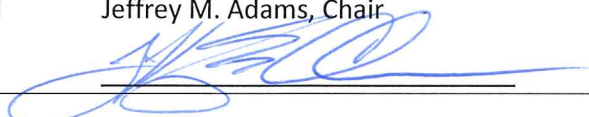
**Title: Environmental Advisory Committee**

**Document Owner:** Robyn Felix, Communications and Board  
Services Bureau Chief

**Approved By:** Jeffrey M. Adams, Chair

**Effective Date:** 2/26/2019

**Last Review Date:** 4/24/2012



### Contents

PURPOSE .....	1
SCOPE .....	2
AUTHORITY .....	2
DEFINITIONS .....	2
STANDARDS.....	2
TERMS OF MEMBERSHIP .....	3
OFFICERS AND DUTIES .....	3
POLICY .....	3
DISTRIBUTION .....	3
REFERENCES .....	3
PERIODIC REVIEW .....	3

### PURPOSE

The purpose of this policy is to establish the Environmental Advisory Committee (EAC) to the Southwest Florida Water Management District, and to set forth the purpose, activities and membership guidelines of the EAC.

The District Governing Board has established this Advisory Committee for the purpose of obtaining input on District 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 a thirteen-member Governing Board composed of gubernatorial appointees. The Board appointees are citizens from throughout the District representing the numerous and varied interests which exist. These Governing Board appointees are the policy makers of the District and ensure that the District achieves its statutory responsibilities. It is the intent of these Board members that the advisory committees not be engaged in policymaking but 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 staff's ongoing obligations to the Governing Board that this Advisory Committee is established. District staff is charged with providing administrative support to the Committee, including developing and posting 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.

**SCOPE**

The purpose of the EAC is to provide professional and technical input into District programs and activities including regulatory programs, rule revisions, water conservation activities, water resource planning, water resource and supply development projects, research and other water resource management projects that relate to the environment. Subject matter considered by the EAC shall relate to the statutory duties and responsibilities of the District. EAC member representatives serve as liaisons with the District, maintaining communication with other members of their organizations and conveying input from the organization to the EAC. In addition, the EAC acts as an education 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 EAC shall be to provide two-way communication between the District and the environmental community.

**AUTHORITY**

Chapter 373, Florida Statutes

**DEFINITIONS**

N/A

**STANDARDS**

Membership will consist of representatives of groups concerned in protecting the environment. These representatives are chosen based on their active interest in the environmental issues of the area. Member organizations will be selected by the Executive Director at the recommendation of the Governing Board, designated District staff or from nominations by other member organizations. The Chair of the EAC may also recommend new members to the District. Each EAC member organization shall designate a primary representative. Alternates may also be designated to represent their organizations in the absence of the primary member. The alternative representative shall have full voting rights in the absence of the primary. EAC member representatives shall be designated as authorized travelers of the District.

The organizations listed below are examples of EAC member organizations. This list may be supplemented or revised as deemed appropriate by the District to achieve optimal representation of the environmental community:

Charlotte County Chamber of Commerce  
Ocala/Marion Co. Chamber of Commerce  
Charlotte Harbor National Estuary Program  
St. Petersburg Audubon Society  
Control Growth Now, Inc.  
Sarasota Audubon Society  
Environmental Confederation of SW Florida  
Sarasota Bay Estuary Program

Florida Trail Association  
Save the Homosassa River Alliance  
Izaak Walton League  
Sierra Club -Tampa Bay Group  
Keystone Civic Association  
Suncoast Native Plant Society  
Manatee Chamber of Commerce  
Tampa Bay Estuary Program

## **TERMS OF MEMBERSHIP**

EAC member representatives serve three-year terms. Multiple terms may be served with the approval of the member organization and the District. If an organization's representative misses three consecutive meetings without prior notice to the District, the District shall request the member organization to select a representative who is better able to attend meetings. The executive director or his/her designee can remove a membership or a member representative from the committee for nonparticipation.

## **OFFICERS AND DUTIES**

The EAC will elect a chair and vice-chair who will serve two-year terms of office and may be elected to those positions a maximum of two consecutive times. Election shall be by majority vote.

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

## **POLICY**

Meetings of the EAC will be held, at a minimum, quarterly or as authorized by the Executive Director or his/her designee. The Chair of the EAC may request that special meetings be held. Notices of EAC meetings will be emailed in advance of the meetings by the District to members and interested persons and posted on the District's web calendar. The EAC's meetings will be recorded by the District staff. Abbreviated meeting summaries will be provided to the EAC members. Topics for discussion at EAC meetings will be focused on priorities set by the Governing Board and limited to issues specific to those priorities. Other topics may be proposed by the EAC which shall be placed on the agenda for discussion; however, requests of staff requiring more than routine support will be subject to approval by the Executive Director or his designee. All determinations of the EAC shall be by majority vote of the members present (no quorum requirement). Requested input from the EAC to the District will be reported to the Governing Board when requested by the EAC or when otherwise deemed appropriate. Such reports may be presented by the Governing Board Liaison, EAC chair, other EAC members designated by the chair or selected by the EAC, or by District staff. Meetings shall be conducted in accordance with *Robert's "Rules of Order"* as described in *Robert's "Rules of Order Newly Revised,"* originally written by General Henry M. Robert (1876), unless specified otherwise by law or this policy. The EAC is subject to the Government-in-the-Sunshine Law and all other applicable laws and regulations.

## **DISTRIBUTION**

N/A

## **REFERENCES**

Section 286.011, Florida Statutes (Government-in-the-Sunshine Law)  
*Rules of Order Newly Revised*, originally by Henry M. Robert (1876)

## **PERIODIC REVIEW**

This policy will be reviewed every three years.