

West Virginia Water Gaging Council
July 12, 2007
West Virginia Department of Environmental Protection Offices
Charleston, West Virginia

Meeting Notes

Attendance

Member Organization	Represented By
WV Division of Natural Resources	Danny Bennett (304) 637-0245
WV Department of Environmental Protection	Mike Stratton Nick Schaer (304) 926-0499
WV Conservation Agency	Russ Campbell (304) 558-2204 Edward Cox
WV Division of Highways	Darrin Holmes (304) 558-9696
WV Division of Homeland Security and Emergency Management	George Settles (304) 965-3172
U.S. Army Corps of Engineers	Tim Curran (304) 399-5666
U.S. Geological Survey	Ron Evaldi (304) 347-5130 ext 239
Non-member participants	
	Liz Garland (304) 668-9184
	Dave Bassage (304) 767-1833
Michael Baker	Ramesh Chintala (304) 769-2166

**Meeting Focus – Memorandum of Understanding.
Election of Chair and Vice Chair.
Web page.**

The meeting was called to order by Dave Bassage at 1:15 PM 7/12/07. It was noted that the meeting was 1 member short of making a quorum.

Memorandum of Understanding:

Ron Evaldi reported that an ad hoc subcommittee of representatives from WVDEP, WVCA, and USGS met 7/11/07 and prepared a draft MOU document with amendments for review by the Council. Dave Bassage proposed that the Council members present review the draft document to reach consensus of each article. Dave read the draft revision article by article and Council members present offered suggestions for revision. Ed Cox will revise the draft based on the Council member comments.

Notable comments on the proposed MOU revisions:

1. Ramesh suggested that the Council formally inquire about continued membership of members that have been inactive. Mike Stratton offered to

- contact the WV Water Research Institute, and Danny Bennett offered to contact Canaan Valley Institute.
2. Russ Campbell produced documentation that the “open meeting policy” applies only to agencies “authorized by law to exercise some portion of executive or legislative power.” The group consensus was that although not required to meet the policy, the Council will strive to issue meeting notices and make all meetings open to the public. This may not apply to some business of the Council such as that conducted by electronic communications.
 3. Discussion about Secretary and Recorder concluded that Action Items and voting results need to be recorded. The MOU draft revisions propose that Robert’s Rules of Order (Simplified Parliamentary Procedure) be followed for the conduct of meetings, and these rules suggest what should be included in meeting minutes. The Recorder will take minutes and this position will rotate for each meeting in the order that permanent members are listed in the MOU.
 4. Regulatory agencies in the Council should be able to register a “no” vote on acceptance of gifts if they perceive a potential conflict of interest.
 5. The Council was established May 18, 2005 by signatories to the original MOU and a new signature sheet is not needed for the amendment.

Election of Chair and Vice Chair:

Russ Campbell was nominated for Chair, and Hugh Bevans was nominated for Vice Chair. Because a quorum was not present for the meeting, the vote for Chair and Vice Chair will be conducted by electronic communication. Mike Stratton will send an email in the name of the Council to the Council membership calling for a vote on the Chair and Vice Chair. The election will be considered completed upon receipt of votes from a quorum of Council membership.

Web Page:

It is uncertain that the WV Water Research Institute (WVWRI) will continue as a Council member and host the Council web page. If not, the Council will need to find a mechanism to establish a web site elsewhere. The WV Conservation Agency and Michael Baker have both indicated the possibility of hosting the Council web page. If the web page will no longer be hosted by WVWRI, it will need to be determined if they are willing to relinquish rights to the existing web page to allow it to be ported to another host.

Other Business:

Voting on the amendments to the MOU will be organized by the incoming Chair.

Letters of support are needed for the legislative initiative for gage funding. Russ Campbell will send an email to the Council membership with some guidance on the type of support letter requested.

Ramesh Chintala reported that the efforts of the Council are described in the final Statewide All Hazards Plan that will be submitted to FEMA.

Liz Garland's email and telephone number: creeklg@meer.net (304) 668-9184.

The meeting was concluded at 3:15 PM.