

Minutes: Wholesale Suppliers Workgroup Conference Call

09/29/11

Time Start: 9:30 am

Time Stop: 10:00 am

<u>Council Members, Alternates, and Interested Parties</u>	<u>TWDB Staff</u>
CE Williams	John Sutton
Dean Minichillo	Vanessa Escobar
Donna Howe	
Mark Jordan	
Nora Mullarkey	
Scott Swanson	
Stacy Pandey	
Yolanda Maruffalo	

The meeting was called to order at 9:30 am and roll call was taken.

The meeting began with discussion on the workgroup's process for coordinating efforts on development of Best Management Practices (BMPs). The workgroup was asked to provide thoughts on the proposed schedule. There were some suggestions to work on the BMPs that had the most interest, and there were also some suggestions to work on multiple BMPs at once. It was decided that the workgroup should be polled and members should be asked to indicate which BMPs they are interested in volunteering to work on or to take the lead on. Once we are able to get a better idea of the interest level on the BMPs we can then determine a better schedule or timeline.

Nora pointed out that one of the first steps to drafting a BMP should be for the BMP team to have some discussion on what the BMP should entail. This would allow for the BMP leader to draft a bullet point list that would serve as an outline or structure for a complete written BMP. It was agreed that this step would serve the development process well.

The following actions will take place in preparation for the next workgroup conference call in late October.

- Poll the workgroup for interest levels on BMPs and determine BMP leaders.
- Nora and Council support staff will revise the timeline schedule.
- Host a workgroup conference call in late October to discuss timeline schedule.

After the next workgroup conference call BMP leaders can begin to have discussions with their respective BMP teams in order to formulate a bullet point outline for drafting a BMP.

The conference call adjourned at 10:00 am.