

RECORD OF PROCEEDINGS
SAN JUAN WATER CONSERVANCY DISTRICT
AUGUST 27, 2021, 3 p.m., SPECIAL MEETING

Attendance

The Regular Meeting was held in person at the SJWCD office at 46 Eaton Drive, Suite #5. A Zoom link was also provided.

The following Directors were present in the office: Al Pfister, Bill Hudson, Doug Secrist, Susan Nossaman, and Joe Tedder.

Also present in-person was Sally High. Attending the meeting by Zoom were Jeffery Kane (Attorney), Joe Crabb (Division of Water Resources), Terri House (Pagosa Sun), and Jessica Hanson (Pagosa Sun).

Call to Order

The Regular Meeting for the San Juan Water Conservancy District (SJWCD) was called to order by Chairman Al Pfister at 3:07 p.m.

Revisions to Agenda

The order of items # 5 and 6 were switched to minimize the Attorney's time.

Declaration of Conflicts of Interest

The Board considered Declarations of Conflicts of Interest. No conflicts were declared.

Public Comment

Chairman Pfister opened the meeting to public comment. No comments were offered.

Consideration of Posting and Storing of Documents (Board Packet) on SJWCD.org for Public Access, Attorney Confidentiality and Attorney-Client Privilege

Director Secrist described Terri House's (Editor Pagosa Sun) gratitude for the information disclosed on-line after SJWCD's most recent meeting that made the Sun's article much more relevant. Ms. House requested, before today's meeting, that Attorney Kane disclose appropriate information without making it confidential.

Director Pfister moved. Director Secrist seconded. Discussion ensued. Director Tedder explained that the board determines what information can be disclosed. Attorney Kane clarified that the board can assert or waive the privilege. He will scrutinize and advise so that unintended consequences are avoided in the future.

Directors considered receiving a confidential Board Attorney Report and a separate Public Attorney Report. Rather than Board Members or the Executive Committee redacting information, Attorney Kane will send 2 reports, when necessary, a confidential privileged legal Board Report that protects SJWCD interests in the future and a factual Public Attorney Report for public disclosure.

The Board will receive the entire Board Packet with each regular meeting's Final Agenda. The public will receive the factual Public Attorney Report with the meeting agenda which will also be uploaded to the SJWCD website.

Director Pfister revised his original motion to reflect clear wording. Director Secrist seconded. The motion passed unanimously.

Consideration of Hiring Public Relations/Outreach Coordinator Revised RFP

Directors considered the Request for Proposals, revised by Directors Tedder and Hudson, for a professional outreach coordinator. Director Secrist opened discussion by explaining his new revisions which include all 5 SJWCD Strategic Objectives. Discussion included appropriate community engagement; building relationships and trust; two-way communication among stakeholders; community understanding of SJWCD's Strategic Plan and Objectives; and support for the San Juan Headwaters Project. SJWCD is paying for the project; this understanding must be front and center. In order to reach one comprehensive water message, the outreach process will involve meeting with other water groups and stakeholders and designing paths to reach objectives.

Director Pfister moved to adopt the revised RFP. Director Secrist seconded. The motion passed with 4 yes votes. Director Hudson voted no.

Directors agreed on the following timeline to hiring.

Request for Proposals announced – Sept 1, 2021
Last date to submit questions – Sept 20, 2021 at 5 p.m. MDT
Response to questions (anticipated) – Sept 27, 2021. Answers to questions posted.
Final Proposal due date – Oct 8, 2021 5 p.m. MDT
Interviews for finalists – Week of Oct 11, 2021
Contract award (anticipated) – Oct 25, 2021

Director Hudson moved and Director Pfister seconded that Director Pfister, Director Tedder and the Executive Assistant will facilitate process and respond to questions. All Directors will be informed and individually respond to Director Pfister. Unanimous approval.

There being no further business to come before the Board, the meeting was adjourned at 4:33 p.m.

Respectfully submitted,

Sally High
Executive Assistant SJWCD
For the Board of Directors

FINAL