

# Meeting Minutes

## REGION 8 - LOWER BRAZOS REGIONAL FLOOD PLANNING GROUP

Brazos River Authority, Lt. Gen. Phillip J. Ford Central Office,  
4600 Cobbs Dr. Waco, TX 76710

10:00 a.m. – February 22, 2024

Meeting agenda, materials, and audio recordings are available online at [www.lowerbrazosflood.org](http://www.lowerbrazosflood.org)

### 1. Call Meeting to Order and Attendance

Chair Alysha Girard presided over the meeting in Waco, TX. Ms. Girard called the meeting to order at 10:00 am.

Susan Alford	P	David Lilly	A
Anthony Beach	P		
Carl Burch	A	Matt Phillips	P
Sujeeth Draksharam	P	Mark Vogler	P
Charlotte Gilpin	P	Brandon Wade	P
Alysha Girard	P	Claudia Wright	A

Quorum Present: **Yes**. A quorum is 7 of 12 voting members.

### 2. Public Input - Public comments on agenda items or flood planning issues (limited to 3 minutes each)

Alysha Girard opened the floor for public comments. No comments were received by the group.

### 3. Consent Agenda

#### 3.1. Approval of Minutes from the December 7, 2023 meeting

#### 3.2. Report, Approval and Certification of the Finance Report Expenditures

Alysha Girard opened the floor for approval of the consent Agenda Items. The consent agenda items were approved as presented. Brandon Wade made the motion to approve the consent agenda items and Sujeeth Draksharam seconded the motion. The motion passed unanimously.

### 4. Report, discussion, and possible action on a recommendation from the Executive Committee on the selection of a candidate for the Industries interest representative vacancy.

Motion made by Brandon Wade to appoint Tim Finley to represent Industries as a voting member of the Lower Brazos Regional Flood Planning Group. The motion was seconded by Anthony Beach. Motion passed unanimously.

### 5. Discussion and possible action on nomination and election of RFPG Chair, Vice Chair, Secretary, and two (2) members-at-large to serve on the Executive Committee

Ms. Girard opened the floor for nominations for Chair. Brandon Wade made the motion for the planning group to confirm the selection of Alysha Girard to serve as Chair. The motion was seconded by Sujeeth Draksharam. Motion passed unanimously.

Ms. Girard opened the floor for nominations for Vice-Chair. Alysha Girard made the motion for the planning group to confirm the selection of Anthony Beach to serve as Vice-Chair. The motion was seconded by Brandon Wade. Motion passed unanimously.

Ms. Girard opened the floor for nominations for Secretary. Alysha Girard made the motion for the planning group to confirm the selection of Matt Phillips to serve as Secretary. The motion was seconded by Anthony Beach. Motion passed unanimously.

Ms. Girard opened the floor for nominations for two At-Large-Members of the Executive Committee. Sujeeth Draksharam made the motion for the planning group to confirm the selection of (1)Brandon Wade and (2)Sujeeth Draksharam to serve as Members-At-Large. The motion was seconded by Matt Phillips. Motion passed unanimously.

**6. Discussion and possible action on authorizing the RFPG sponsor to begin the procurement process for a technical consultant after TWDB development of the Scope of Work and funding allocations, and in accordance with state procurement laws and the Sponsor's procurement procedures**

Alysha Girard asked for a motion for the RFPG to authorize the Sponsor (Brazos River Authority) to begin the procurement process for a technical consultant after TWDB development of Scope of Work and funding allocations and in accordance with state procurement laws and the Sponsor's procurement procedures. The motion was made by Sujeeth Draksharam and seconded by Anthony Beach. The motion passed unanimously.

**7. Discussion and possible action to select a sub-committee to review RFQ's**

Alysha Girard requested a motion for the RFPG to select a sub-committee to review RFQ's received and make a recommendation to the Lower Brazos Regional Flood Planning Group. Alysha stated that she had asked Anthony Beach to Chair this Committee. RFQ Committee members: Chair - Anthony Beach, Tim Finely, Charlotte Gilpin, Mark Vogler, and Sujeeth Draksharam. The motion was seconded by Matt Phillips. The motion passed unanimously.

**8. Discussion and possible action to establish and adopt a regular meeting schedule for this calendar year**

Motion was made for the RFPG to adopt a regular meeting schedule for this calendar year, as presented. Brandon Wade made the motion. Charlotte Gilpin seconded the motion. Motion passed unanimously.

**9. Report from:**

**9.1. Texas Water Development Board (TWDB) staff**

Jake Madewell provided the TWDB Report to the RFPG.

**9.2. Regional Planning Sponsor**

Pam Hannemann reported that the Sponsor had submitted the grant application to TWDB for funding the 2<sup>nd</sup> cycle of regional planning

**9.3. Lower Brazos RFPG Liaisons and Chair**

Chair gave a brief report.

**10. Confirm next meeting date and discuss new business to be considered at next meeting**

The next meeting date is April 25, 2024 at 10:00am.

**11. Adjourn**

Alysha Girard adjourned the meeting at 10:22 AM.

*Approved by the Region 8 Lower Brazos RFPG at the meeting held on XX, 2024.*

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Matt Phillips, Secretary

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Alysha Girard, Chair