



Georgia's State Water Plan

Memorandum of Agreement

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Memorandum of Agreement

What are We Responsible for and How Will We Operate?

Three documents will define responsibilities, operations, and relationships:

1. Memorandum of Agreement (MOA)
2. Operating Procedures
3. Rules for Meetings

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Why is this package necessary?

- Clarify roles and responsibilities:
Councils, EPD, DCA
- Establish common expectations
- Ensure that everyone knows how
Councils will operate

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MOA

- Summary of starting points in state law and state water plan
- Required by state water plan and state regulation
- Has three parties:
 - Regional Water Planning Council
 - Environmental Protection Division (EPD)
 - Department of Community Affairs (DCA)
- An agreement to participate in regional water planning

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MOA Contents

Preamble: whereas..

1. Water Planning Council responsibilities
2. EPD responsibilities
3. DCA responsibilities

Signature pages

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Council Responsibilities

- Submit recommended Water Development and Conservation plan to Director
- Submit early drafts and quarterly progress reports
- Adopt and follow Public Involvement Plan
- Provide regional forum for local governments (inside and outside region)
- Coordinate with other Regional Councils
- Conduct open meetings
- Direct the Planning Contractor

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Council Responsibilities (cont.)

- Using data and information provided, identify management practices for the plan that ensure water resource needs are met
- Coordinate with DCA to develop the Plan consistently with local and regional comprehensive plans, including a plan to resolve any inconsistencies
- Coordinate with EPD to respond to public comments on draft final plan
- Adopt operating procedures and rules for meetings

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EPD Responsibilities

- Provide a Planning Contractor to assist the Regional Council
- Provide technical and planning guidance
- Provide template for a Public Involvement Plan
- Provide information on water quantity capacity and assimilative capacity, water use and forecasts, and status of the region's waters
- Review drafts of the plan and provide feedback

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EPD Responsibilities (cont.)

- Coordinate planning across regions
- Fiscal oversight and contract management of the planning contractor
- Coordinate with DCA to ensure consistency with local and regional comprehensive plans
- Provide public notice on the draft plan
- Adopt the plan if complete and consistent

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DCA Responsibilities

- Provide information useful in identifying inconsistencies between draft Water Development and Conservation Plan and local and regional comprehensive plans
- Assist in developing a timeline for resolving inconsistencies
- Provide for Regional Council review and comment on local or regional comprehensive plans as they become due from 2009–2011

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Signature pages

- EPD Director
- DCA Commissioner
- Individual Council Members

NOT a contract or a legally binding document

Signature indicates agreement to participate with these roles, responsibilities and expectations

Operating Procedures and Rules for Meetings

Documents to guide Council deliberations

- Recommendations from EPD include practices shown to be effective and workable
- Designed to provide common approaches across councils
- Designed to support Council development of adoptable and implementable plan

Operating Procedures and Rules for Meetings

Contents of Operating Procedures

- Definitions
- Council Membership
- Council Leadership
- Decision-making
- Meetings and Governance
- Amendments

Operating Procedures and Rules for Meetings

Contents of Rules for Meetings

- Purpose
- Meeting roles: Chair, Vice-Chair, Members, Regional Planning Contractor, and EPD Liaison
- Communications
- Meeting agenda and summaries
- Discussion of issues and proposals
- Decision-making
- Public notice and comment
- Ending the meeting

Operating Procedures and Rules for Meetings

Today: Identify Changes

- Identify desired changes
- State rationale: How does change improve the Council's ability to meet its charge?

Next meeting:

EPD feedback on changes

Finalize documents and sign MOA