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MINUTES

INTERSTATE COUNCIL ON WATER POLICY BOARD OF DIRECTORS MEETING JUNE 7, 2018

The meeting took place by phone. Director participants included: Julie Cunningham (Chair), Brian Atkins (Vice Chair), Pam Bush (Second Vice Chair and Secretary), Dru Buntin, Drew DeHoff (Treasurer), Kirsten Michelsen, Heidi Moltz, and Ed Swaim. Earl Lewis stood in for Ginger Harper (who is on detail with the Corps). Executive Director Sue Lowry also attended.

- 1) **Call to order** – Julie Cunningham called the meeting to order shortly after 11 a.m. Eastern. No additions or changes to the draft agenda were proposed. These minutes reflect the significant issues reviewed and resolutions adopted.
- 2) **Minutes of May 3, 2018** – Drew moved and Kirsten seconded approval of the Minutes of the May 3, 2018 Board meeting, with one modification – removal of the words “newly hired” to describe Sue in the first paragraph. The Minutes were approved by unanimous vote. [Note: Pam discovered one additional correction is needed – to be corrected during the meeting on July 12]
- 3) **Treasurer’s Report (Drew DeHoff)**
Fiscal Report. The Commerce Bank checking account held \$4,700; the PayPal account had a balance of \$437.60; and the Wells Fargo (WF) account \$27,537.43 (for a total of approximately \$32,675). ICWP was also expecting a check in the amount of \$441 as our share of the Round Table proceeds, which would bring our total to \$33,100+. Drew reported payables of \$4,000 (Sue’s May invoice). The balance will be approximately \$29,100+. Sue’s invoice will be paid from the Commerce account, which will be closed in June. Drew is authorized to write checks against the WF account and has online access and electronic check-writing capability.

Sue now has all the Commerce Bank statements over the past years to formulate a budget. She will finish reconciling accounts with former E.D. Ryan Mueller within the next week or two. He has provided everything that Drew asked for.

Tax Filing (Form 990). ICWP’s Form 990 was filed by the May 15 deadline.

- 4) **FY19 Budget.** Projected dues proceeds are \$65,000 (compare FY18 actual of \$55,000). For trend awareness: In 2015 and 2016, ICWP was budgeting \$80,000, which declined to \$70K and \$72K in subsequent years, until dropping to \$55K last year. We are hoping to bring dues revenues back up to \$65 in FY2019 (a goal noted during Sue’s interview). There will be no Round Table in 2019 – just costs associated with Sue’s travel and lodging. Also in FY19, we are budgeting a net gain of \$10,000

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to begin to help build up a reserve. Sue noted that she considers this important. Travel costs for Sue are a bit higher than those budgeted for E.D. travel in FY18, because in-person visits are anticipated to go along with increasing membership. This is the only significant change from FY18.

It was agreed we will continue the subscription to EE News this year (\$3,100), which was just paid. Any member who wishes to have access via ICWP's membership can. (All those on the call have access through their employers.) Sue also receives the NWRA daily report.

Drew noted that ICWP formerly had a target of \$30K for reserves. Others have suggested that a reserve should be sufficient to cover 6 mos. to 2 years of operating expenses. Kirsten noted that general guidance for NGO's is to maintain a reserve equal to one year of operating expenses.

The FY19 budget was approved on a motion by Kirsten, seconded by Pam.

5) Executive Director's Report (Sue Lowry)

- a) Exec. Dir. Outreach. Sue circulated a [very packed] update on May 23 and invited Directors to let her know if they want any changes to format or content in these monthly reports.
- b) Round Table. ICWP's share of proceeds was \$441. The event reportedly lost a little money, but WSWC took the hit. WSWC did not ask ICWP sponsors Hazen & Sawyer and YSI for any contributions. Sue noted it was a great meeting. That ICWP got a little money from it is fantastic.
- c) USGS. Sue accepted an invitation from Cheryl Dieter of USGS's Water Use Data and Research (WUDR) program to serve on the WUDR technical [advisory?] committee. This committee will also be kept up to date on the stream gaging program. Sue raised the question of whether we want to do the streamgaging sign-on letter every year, noting that we can discuss at Estes Park.

USGS created a nice web page on the stakeholder workshops that ICWP (then-E.D. Ryan Mueller) helped coordinate in Sept.-Oct. of 2015. (See: <https://water.usgs.gov/wausp/wudr/stakeholders.html>) Sue added a link to the ICWP website. She noted she is trying to add new content every couple of weeks or so.

- d) WSWC. Sue will attend the WSWC meeting in Newport, OR on Aug. 1-2. Sue has worked in the past with Brenda Bateman, an Oregonian and the current AWRA chair. At the meeting, Sue will promote ICWP membership and keep us in attendees' minds. Airfare will be charged to Avocet. Sue will charge up to two nights' hotel to ICWP.
- e) USACE. Sue met with Beverly Hayes, Program Manager for PAS, and with Kayla Eckert-Uptmor, who is the Planner for the Omaha District. Beverly is willing to come to OKC. Sue noted that ICWP succeeded in getting the authorization amount for this program lifted a couple of years ago. ICWP's objectives for this program should be to ensure all districts are making states aware of it and leaving no money on the table. Currently, some districts do a good job and others don't. Notably, Tim Feather of CDM told Sue that as long as ICWP is interfacing with USACE on PAS, that's enough for him to want to support us. CDM (Tim) will be contributing at the bronze sponsorship level this year. (Sue will send an invoice.)

Kirsten noted that Congress supported PAS this year. The President's Budget included \$5M for the program, and Congress raised it to \$9M. She noted that given the decline in feasibility studies, the Corps seems to be looking at PAS as a way of keeping its planning staff billable. UMRBA (Kirsten's org.) is currently working on two PAS agreements and has generally been pleased with outcomes under this program. She noted that Missouri is using PAS to update the state water plan.

- f) AWRA. Sue has learned from a contact on the AWRA board that AWRA is continuing their National Leadership Institute (NLI), targeting program managers and state water planners. The program has a different "class" representing about 14-15 states each year. They have done three and will hold the fourth in Baltimore in November. The program has attracted repeat participants. Sue attended an NLI program in Denver that was good. Sue believes that if those attending the NLI were exposed to ICWP, we could attract some new members. At the invitation of her board contact, Sue plans to attend the AWRA's November conference in Baltimore and this program in particular. The program will focus on the Mid-Atlantic interstates this year. It was agreed the discussion of how ICWP and AWRA can help one another will be continued in Estes Park.

4) Upcoming Meetings.

2018 Annual Meeting. The 2018 Annual Meeting will be in OKC during the week of October 8 (likely Wed.-Thurs., Oct. 10-11). Topics for discussion may include Water Planning, Southwest OK Drought Resiliency, and Tribal Water Rights, among others. Planning for the meeting was progressing well.

2019 Annual Meeting. The 2019 Annual Meeting will be in Tuscaloosa, AL. There was some discussion of hotel and conference center options near the National Water Center and of how to deal with the issue of no air service to Tuscaloosa. In the latter regard, Brian noted that attendees can fly to Birmingham through Atlanta, Dallas or Charlotte. A shuttle from the Birmingham Airport can be arranged through the University for a fee of about \$65 or \$75 /pp, which is less than the fare charged by private shuttles. Car rentals are another option. Target dates are currently first or second week of October, 2019.

Summer Retreat. The summer retreat is set for Estes Park in third week of August. Sue noted that the new YMCA lodges there are nice!

1st Thursday Board Meetings. Our next meeting date was to be July 5, but was re-scheduled for July 12 at 9 a.m. Eastern, 7:00 a.m. Mountain.

- 5) Other Business.** Discussion of D&O insurance was postponed.

The meeting was adjourned at approximately noon.