Teleconference Call:
Work Group 4 ~ Monitor new technologies for possible inclusion in Best Management Practices Guide & Develop a state water management resources library.

Council & Other Participants	**TWDB Staff Sitting In**
Spokesperson Gene Montgomery	Vanessa Escobar
Greg Carter	John Sutton
Richard Egg	Aung Hla
Kelly Hall	
C.E. Williams	
Linda Christie	
Kelley Stripling	
Tyson Broad	
Comer Tuck	

Gene Montgomery started the meeting by asking for updates on action items including any findings on information technologies, library databases, and search capabilities found. Comer shared some updates about the projects that are going on at the Texas Water Development Board (TWDB). There is some internal staff working on developing a comprehensive listing or website of water related research studies. At the moment they are concentrating on gathering and compiling our own in house research and studies. The vision for the entire project is that over the next few years we bring in anything that seems appropriate from other federal agencies and state agencies i.e. USGS, EPA, USDA etc. One difference between the TWDB project and this workgroup's charge is that the TWDB's collection would be open to any research study that was funded by a government agency, and would not be peer reviewed. Another difference is that the legislative statute uses wording that charges the Water Conservation Advisory Council (Council) with developing a state water management resource library; that probably could be delegated to a state agency and such.

Gene stated that the TWDB project seemed pretty consistent with his vision of what this workgroup should be trying to do. It seems like there needs to be some type of a central directory that can direct users to potential resources that are available to stakeholders. It could be a place where someone can do searches and register their interest in a certain area so that as new information becomes available they are notified of the updates. Peer review seems like it would be a difficult task to accomplish especially when the information is stored in a lot of different places, and we are just directing them to these resources. If the location of the resource is clearly identified, the person conducting the search could choose to follow up with the person(s) posting the information before deciding to use it. Our work group needs to define the role that Texas should play in this resource directory and put together a budget or some type of recommendation for funding.

Perhaps one of the first actions this workgroup needs to do is define all of those resources that are available in Texas and outside. If we were able to gather a list of resource repositories, we might have a better idea of how to build a directory, a search capability, a registry and notification capability.

A question was raised whether we wanted to limit the information to only governmental agency sources, or would professional organizations and private sector have a role in it too? It was agreed that it may be better to include information from all those sectors and identify the of source or the

information. To some degree the TWDB has begun gathering a list of governmental resource repositories but they have not gotten to the point of considering outside association and industry reports and information. A point was brought up that some outside associations or industry information may be restricted in that you have to pay for it or have a membership but a link showing that information would at least give someone the option of looking further if they are interested.

It was stated that the resource library seems like it is going to be an index library directing the user to links or websites. Once it gets established, it could be opened to outside information from association or industry. There would need to be a mechanism, process or procedure that lets outside sources have their information linked in the directory. Maybe the resource library could start with a governmental and academic base, and at a later phase of the development add the outside sources. We would need to figure out some way to encourage outside sources to be a part of our database library.

It was suggested that we could recommend some type of peer review on the information that outside sources would like to submit, or we can decide that somehow we identify or group information according to type of source. If we qualify the information rather than peer review it, it will save costs and time. It was suggested that industry or private sources could be a source of revenue to support the management of the database library.

It was suggested that after the Jan. 30th Council meeting, TWDB staff will develop a description of our current process for "H2O On Tap". The rest of the workgroup can send TWDB support staff the information that they find in their search. Before the April 1st meeting all of the informational findings will be gathered and shared with the workgroup for review at the next teleconference. Someone shared some information about the California Urban Water Conservation Council www.cuwcc.org and the Alliance for Water Efficiency www.allianceforwaterefficiency.org , stating that they may have had to address some of the issues that we are discussing. TWDB staff agreed to look further into these two resources.

The workgroup moved on to review the statute and discuss what type of deliverable they envisioned for the report at the end of 2008. At the very least we want to make some recommendations on how we handle new technology, how the resource library might be organized, and what the preliminary cost estimates might be. Someone recommended that a projected deliverable should be to report back to the council what the vision for the library should look like, how we are going to market it, and how we will separately manage revisions and additions to the BMP Guide. Additionally, in order to get some preliminary costs estimates, some of the previously mentioned groundwork will need to take place.

The question was raised about how we would inform the relevant user community about this resource. Those who are unfamiliar with the fact that this resource is out there will not even know what to search. Somehow each resource will need to be associated with some main keywords, so that when a user types in their initial word search in a search engine, this website comes up as one of the sources. It was suggested that one option may be that the Council look into having its own domain and website.

It was suggested that the Best Management Practices Guide (BMPs) be put on the website in a searchable format. Right now the guide is in a single document type format and it is up to the reader to go through the Table of Contents and locate what they are looking for. As far as being searchable the guide can be separated out according to its sections and searched by those indexes so that it can be a little more user friendly. Someone stated that these BMPs will naturally be an ongoing component of the library database.

It was stated that this workgroup should think about a process for having new BMPs added to the guide periodically. The Council should give full support or full approval in order for any BMP to be added, removed, or modified in the Guide. It was asked what level of detail or formality is necessary. A

suggestion was made that this workgroup be the one to propose a recommended process for updating the BMP Guide. Before the April 1 Council meeting this workgroup can have another teleconference call to decide on a proposed set of procedures for updating the BMP Guide. The draft can then be brought before Council at the April 1st meeting. It was decided that Gene and TWDB staff will work together to get something started so that the workgroup will have something to work from.

There was some clarification amongst the workgroup to distinguish between the two separate tasks. It was pointed out that the resource library could generate ideas that lead to possible new BMPs, but the updating of BMP Guide would be a separate project.

It was agreed that Gene would work with TWDB staff to begin to identify some key parameters for the preliminary design of the resource library. It was suggested that the database utilize a format that identifies user categories, resource types, and subject matter or keyword topic.

After the workgroup reviewed the below action items the meeting adjourned at 11:05 am.

Immediate Actions	Long Term Actions
After the Jan. 30th Council meeting, TWDB staff will have developed a description of our current process for "H2O On Tap".	Workgroup members will begin to gather a list of resource repositories.
Workgroup members will send TWDB support staff the information that they find in their search. Before the April 1st meeting all of the informational findings will be gathered and shared with the workgroup for review at the next teleconference.	It was suggested that the Best Management Practices Guide (BMPs) be separated out according to its sections and searched by those indexes so that it can be a little more user friendly.
TWDB staff agreed to look further into these two resources: California Urban Water Conservation Council www.cuwcc.org and the Alliance for Water Efficiency www.allianceforwaterefficiency.org	
It was decided that Gene and TWDB staff will work together to get something started on the guidelines for adding and revising BMPs so that the workgroup will have something to work from at their next teleconference.	
Before the April 1 Council meeting this workgroup will have another teleconference call to decide on a proposed set of procedures for updating the BMP Guide.	
It was agreed that Gene would work with TWDB staff to begin to identify some key parameters for the preliminary design of the resource library.	