

(a) News from TAC meeting July 14, 2009

- Keep bi-monthly meetings for now: September 15, November 17 at location TBD
- Fruitful discussion about role of the TAC; 1 and 5-year goals of TAC and RRBC with discussion about joint vs separate committees or subcommittees (policy/planner types, scientific/technical, recreation/stewardship/education)
- Stormwater regulations (up for public comment) discussion, especially the importance of the provision for nutrient trading within basin upon approved local program
- September 15, 2009 TAC meeting will have a science-based program and continue discussion
- November 17, 2009 program about nutrient trading option for local programs, a possible role for RRBC

(b) Hiring status of RRBC

- *Federal Employer ID obtained.*
- State Tax ID will be obtained.
- Still researching human resources and budgetary issues and costs (see below)
- Provisional budget available for review

(c) Commission and Commissioner liability and insurance update

Type of Insurance	Options	Status
RRBC liability	<ul style="list-style-type: none"> • VaCO: requires group of 2+ employees; otherwise, refers to private insurer • VML: 	<ul style="list-style-type: none"> • <i>Obtaining quote from Bankers' (formerly Cabell) who requires more RRBC inputs</i>
RRBC D&O	<ul style="list-style-type: none"> • See above 	<ul style="list-style-type: none"> • <i>See above</i>
Workers' Comp	<ul style="list-style-type: none"> • See above 	<ul style="list-style-type: none"> • <i>See above</i>
Auto insurance	<ul style="list-style-type: none"> • Employee self-insured 	<ul style="list-style-type: none"> • <i>Need RRBC approval of this course of action</i>
Health	<ul style="list-style-type: none"> • Eligible for The Local Choice with a group of 1+ • Offer a health insurance stipend, pre-tax or otherwise 	<ul style="list-style-type: none"> • <i>Obtaining quote from TLC with August 1 start-date</i> • <i>Need information from payroll accountant</i>
Unemployment	<ul style="list-style-type: none"> • VEC 	<ul style="list-style-type: none"> • <i>Further research required</i>
Bonding	<ul style="list-style-type: none"> • TJSWCD is already bonded through DCR • Private insurance 	<ul style="list-style-type: none"> • <i>Obtaining quote from Bankers' (formerly Cabell) who requires more RRBC inputs</i>

(d) Review Fiscal Agent Agreement with TJSWCD

- Draft letter (Attachment 1)
- More sophisticated accounting assistance will be required
- IRS letter for tax exemption status has been approved and is being sent to us. This is needed for insurance coverage.

- Recommend that we use TJSWCD policy until RRBC Procurement Policy can be developed and adopted (as outlined in Draft Fiscal Agent Agreement with TJSWCD).
- Grant agreements specify some procurement guidelines (e.g. NFWF)

(e) Bylaws /Charter recommended changes

- Attachment 2

(f) Update on Conflict of Interest and FOIA matters

- Attachment 3 for review and suggested changes
- Provide Virginia COIA and FOIA guidelines to all Commissioners at July 23 meeting
- Still needs further research and development, including possible requirement for Conflict of Interest annual statement
- Consider statement by Chair at each meeting: (sample)

I remind the members of the Rivanna River Basin Commission that as a local public body, we operate under the Virginia Conflict of Interest and Freedom of Information Acts. Should any member have a material interest in any specific matter before the Commission, that member is asked to state this for the record and abstain from discussion and vote as appropriate.

(g) Personnel plan and costs

- Executive Director hire requires more research
- Recommend short-term hire of Laurie Miller for administrative assistance through September (attachment 4)
- See preliminary budget Attachment 5
- TNC preliminary June 30 Fiscal Report Attachment 6

Executive Director meetings and activities:

1. Steve Williams, TJPDC, especially about Rivanna Data Center and watershed planning assistance from TJPDC
 2. TAC Monitoring Subcommittee (what's practical? what's useful?)
 3. Land Cover Map: Worldview technical difficulties but 2009 data
 4. Culpeper SWCD presentation
 5. Coordinating meeting on water quality /planning initiatives with SELC/RCS/UVA team along with TJPDC, StreamWatch (common message to "tell the story;" RRBC may focus on incentives)
 6. StreamWatch Steering Committee meeting (overlap of watershed planning, Land Use Effects Study, Healthy Waters Initiative)
 7. Virginia SWC Board Public Hearing in Richmond on Stormwater Regulations
- TJPDC Legislative Update Friday, July 17 in Louisa (stormwater regulations update)
 - VSWC Board Meeting Thursday, July 23 in Glenn Allen (review and adopt guidance document on Stormwater Nonpoint Nutrient Offsets)