

Suwannee River Water Management District

Governing Board Materials

Executive Office

The following materials have been reviewed and approved for distribution to the Governing Board and the public.

Director of Governmental Affairs

Assistant Executive Director

Executive Director

MEMORANDUM

TO: Governing Board

FROM: Charlie Houder, Assistant Executive Director

THRU: David Still, Executive Director

DATE: August 25, 2010

RE: Governing Board Communications Preferences

Attached you will find a tabulation of the responses to our communications preference questionnaire. This information is helpful in making our delivery of information to Board members as efficient and effective as possible.

Not surprisingly, email is a dominant and preferred method of communication. It appears that most members continue to prefer the use of their personal email address and staff will accommodate this preference. We will also maintain a District email address for members in order to address any privacy concerns.

Conversely, communication through web postings does not appear to be very effective. Instead, we will consider expanding the use of email for targeted notices and the distribution of news updates. There was some support for development of an online calendar, particularly if it can be synced with other systems.

We will continue to post Governing Board materials on the District's FTP server and website for download. Over the last two months we have focused on reducing the size of posted files to speed this process for Board members and the public. Printed Governing Board materials will continue to be sent to members who want them.

Finally, the staff appreciates your support regarding the effectiveness of our public presentations. We will continue striving for more accurate, effective and professional delivery of information and welcome any suggestions from the Governing Board and the public.

CH/kc

Questionnaire Governing Board Communication Preferences

Do you have broadband internet access at home? (DSL, Cable)	Yes	8	No	0
Do you have broadband internet access at work?	Yes	6	NA	2
Do you use email regularly?	Yes	8	No	0
Do you browse the web regularly?	Yes	4	No	4
Do you regularly visit the District's website?	Yes	3	No	4
Are you comfortable downloading documents using FTP?	Yes	6	No	2
Do you have good cell phone coverage at home?	Yes	8	No	0
Do you have a smart phone? (Blackberry, Droid, etc.)	Yes	2	No	6
If so, do you use email on your phone?	Yes	2	NA	6
Do you browse the web on your phone?	Yes	2	NA	6
Have you had adequate phone reception for the monthly conference calls?	Yes	8	No	0
Do you have a fax machine?	Yes	7	No	1
Is it convenient and timely for you to receive email from the District?	Yes	7	No	1
Have you ever used the District's webmail?	Yes	2	No	6
Would you like to receive additional email updates from the District?	Yes	5	No	3
How do you prefer to receive your Governing Board folder:				
Download from the website?				2
Printed, clipped and mailed?				4
Printed, placed in a 3-ring binder, and mailed?				2
Are the written materials that you receive effective in the board meeting?	Yes	8	No	0
Are the A/V presentations given at the board meeting effective?	Yes	8	No	0
Are the presentations given at workshops effective?	Yes	8	No	0
Are there other features or tools (eg. An online calendar) that you would find useful? If so, please list below.	Yes	4	No	2

Please prioritize, from most favorable to least favorable, your preference your preference for receiving information and communication from staff:

Email	1.5
Telephone	2
Fax	3.25
Postal Mail	3.25

MEMORANDUM

TO: Governing Board

FROM: David Still, Executive Director
Charlie Houder, Assistant Executive Director

DATE: August 20, 2010

RE: Activity Report, Executive Office

The following is a brief summary of Executive Office activities during the past month for David Still, Charlie Houder, and Steve Minnis.

David:

- Attended the Environmental Permitting conference in Marco Island.
- Attended the Region 2 Advisory Council meeting in Lake City.
- Met with Carlos Suarez with the Natural Resources Conservation Service (NRCS) and met with the NRCS State Technical Committee in Gainesville.
- Presented the Tentative Fiscal Year 2011 budget to the Governor's Office.
- Participated in a monthly teleconference call with Secretary Mike Sole of the Florida Department of Environmental Protection.
- Along with Kirby Green of the St. Johns River Water Management District, met with Senator Steve Oelrich and former Representative Perry McGriff.
- Attended a Water Management District Executive Directors' meeting in Orlando.
- Attended the Columbia County Economic Opportunities meeting at the Florida Gateway College.
- Met with Jerry McDaniels of the Governor's Office in Tallahassee.
- Met with the Clay County Utility Authority to review their plant and use of water.
- Met with Columbia County Commissioner Scarlet Frisina.
- Attended the "Waters Role in Northeast Florida" conference in Jacksonville.
- Continues to meet with staff regularly concerning data management, The Suwannee River Partnership, minimum flows and levels, and surplus lands.

Charlie:

- Attended the Environmental Permitting conference in Marco Island.
- Presented the Tentative Fiscal Year 2011 budget to the Governor's Office.
- Participated in a monthly teleconference call with Secretary Mike Sole of the Florida Department of Environmental Protection.

- Attended the Sustainable Forestry Initiative Implementation Committee meeting in Tallahassee.
- Made a presentation to members of the Kiwanis in Perry.
- Attended the Acquisition and Restoration Council meeting in Tallahassee regarding addition of the Campbell Group conservation easement project to the Florida Forever list.
- Attended the Division of State Lands Surplus Lands meeting in Tallahassee.
- Continues to meet weekly with staff on R. O. Ranch, Surplus Lands, and Land Acquisition and Management issues.

Steve:

- Attended Legislative Special Session in Tallahassee.
- Attended the Nature Coast Regional Water Authority meeting in Fanning Springs.
- Met with Levy County Commissioner Lilly Rooks in Cedar Key.
- Met with Greg Land with the National Oceanic and Atmospheric Administration organization on a water quality grant application in Cedar Key.
- Met with Levy County Commissioners Danny Stevens, Marsha Drew, and Chad Johnson on Bronson Federal Emergency Management Agency issues.
- Attended a meeting in Lake City on Phase 2 of the Lake City Reuse Project.
- Attended the Tri-County American Association Retired People meeting at Otter Springs.
- Attended the Florida League of Cities meeting in Hollywood.