

DEVELOPMENT SERVICES DEPARTMENT

COUNTY OF EL DORADO

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MEETING OF THE PLANT AND WILDLIFE TECHNICAL ADVISORY COMMITTEE (PAWTAC)

Tuesday, June 9, 2009, Building A, Conference Room A, 9:00 a.m.

Agenda

The purpose of this meeting is to meet for discussion as requested by members of PAWTAC. Some members have expressed an interest in conducting formal meetings.

1. A discussion of The Brown Act; tentatively facilitated by County Counsel.
2. What are the important rules that the committee should follow? Such as:
 - a. What constitutes a quorum? Members present suggested 50% of membership plus one member;
 - b. Formalizing majority/minority reports for Board recommendations. Members suggested that majority/minority reports be prepared and then reviewed at the following meeting; and
 - c. How detailed should the minutes be? Members suggested that a bullet summary of items discussed as well as action items would be appropriate.
3. Appoint a Chair and a Vice-Chair. Members suggested that an annual rotation was appropriate.
4. Appoint a recording Secretary. Members recommended that a staff member take notes as lead agency in order to maintain County records, rather than having a PAWTAC member act as Secretary. Staff Monique Wilber is being reassigned; the County does not have a replacement staff member due to budgetary cutbacks and Principal Planner Peter Maurer is facilitating the group, which makes note taking difficult.
5. Meeting Schedule –
 - a. Should PAWTAC keep meeting monthly or take another look at meeting frequency when consultant comes on board?
 - b. Should the meeting date and time remain the same? Tuesdays are difficult for staff and some members due to the Board meeting – and the PAWTAC members that could only meet on Tuesdays have not been coming to meetings.
 - c. Should there be a mandatory RSVP? Staff occasionally receives regrets from attendees, but it could be frustrating (especially for members that are traveling a distance) for members to come, and then not have a quorum present.
6. Will PAWTAC and ISAC members be allowed to view consultant proposals received? Or will a couple of PAWTAC and ISAC members be invited to be part of the evaluation committee? Members suggested it would be appropriate for both PAWTAC and ISAC to make their committee recommendations on consultants to the Board. (Action item for staff – follow up with Principal Planner and Director regarding the Evaluation Committee)

7. INRMP RFP update.
8. Committee – open discussion.
9. Next steps.
10. Adjourn.

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