
LOS VAQUEROS RESERVOIR JOINT POWERS AUTHORITY COMMUNICATIONS AND OUTREACH COMMITTEE CHARTER

INTRODUCTION AND PURPOSE

The Communications and Outreach Committee will assist the Authority's Board of Directors (Board) by reviewing the Authority's communications and outreach efforts to other governmental entities, Project stakeholders and members of the public, and making recommendations to the Board. The Communications and Outreach Committee will collaborate with Authority staff in developing an effective communications plan that will recommend to the Board processes related to the delivery of accurate and timely information and messaging concerning the Project.

STRUCTURE AND ORGANIZATION

The Communications and Outreach Committee will be served by a minimum of three members appointed by the Chair of the Authority's Board of Directors.

MEETINGS AND OPERATIONS

The Communications and Outreach Committee will establish a regular meeting schedule to accommodate the availability of its members. Meetings will be held in accordance with the Brown Act (Government Code Sections 54950 et seq.). The Communications and Outreach Committee will prepare summaries of items discussed at its meetings and report activities, discussions and recommendations to the Board of Directors.

COMMITTEE GOALS

1. Provide accurate, timely and easy-to-understand information on Project activities;
2. Maintain open and transparent communications with stakeholders;
3. Ensure the Authority's accessibility standards for information are met;
4. Support the annual Communications and Outreach Plan to ensure it is consistent with the Authority's goals and objectives; and
5. Seek input from stakeholders, other agencies and the public.

SCOPE OF WORK AND RESPONSIBILITIES

The Communications and Outreach Committee shall have the following responsibilities, and any other responsibilities reasonably related to its purpose or assigned by the Chair of the Board of Directors:

- Take necessary actions to achieve the Committee Goals specified above.
- Collaborate with Authority staff in developing the annual Communications and Outreach Plan.
- Review policies adopted by the Board of Directors regarding communications and outreach issues on a periodic basis to determine appropriate or necessary revisions.
- Provide input on other issues determined by the Board of Directors or Chair of the Communications and Outreach Committee.
- Annually review this Charter and make appropriate recommendations to the Board of Directors for any necessary revisions.

CHARTER APPROVAL AND ADOPTION

This Charter represents the framework for the conduct of the Communications and Outreach Committee. As recommended by the Communications and Outreach Committee, this charter shall be reviewed, considered and adopted by the Authority's Board of Directors and reviewed from time to time by the Committee and Board.

ADOPTED by the Board of Directors of the Los Vaqueros Reservoir Joint Powers Authority on July 13, 2022.

Anthea G. Hansen

Anthea G. Hansen (Jul 26, 2022 13:45 PDT)

Anthea Hansen, Vice Chair

ATTEST:

Ellen Wehr

Ellen Wehr (Jul 26, 2022 13:21 PDT)

Ellen Wehr, Secretary