

DESIGNATED WATERSHED BOARD MEMBER

Districts with watershed dams annually designate one director as their Watershed Board Member. This Director helps facilitate, communicate and follow up with watershed issues and as the Director's main point of contact, works to ensure the watershed program maintains a strong and visible role in the district's conservation efforts.

PURPOSE of designating a Watershed Board Member (WBM)

- 1. Bridge the gap between staff and Board communication on watershed dam issues.*
- 2. Contribute to watershed dam discussions and oversight.*
- 3. Advocate for Watershed dam as vital part of conservation.*
- 4. Address emergent issues between board meetings.*
- 5. General oversight of the District's OKIE811 response team and use of OKIE811 resource.*

What makes a good Watershed Board Member?

Qualifications and attributes

- Interested in the watershed dam flood control program and your District's role as a watershed project sponsor.
- Educated on the district's flood control structures, number, classifications, history, benefits, and place in the district's conservation programs.
- Understand the benefits of the upstream flood control system to Oklahoma.
- Understand and can communicate the integral role of the district in the overall success of Oklahoma's upstream flood control system.
- Able to communicate and take a proactive position when needed.
- Able when needed, to represent the Board and or District in public outreach about watershed dams and education.
- Understands current watershed dam resources and relationships within local, state and federal partners.
- Capable of navigating landowner relationships with consideration and discernment of the rights and responsibilities of all parties.

What role does a designated Watershed Board Member play?

Leadership and contributions

- Main point of contact and representative for the Board of Directors in watershed matters.
- Board liaison to the District's OKIE811 Response Team.
- Represents District / Board in navigating partnerships, conversations with landowners and public outreach (as directed by Board).
- Advocate for the watershed program's place in District planning, budgeting, programming, outreach, and overall conservation efforts.

- Support District's watershed and state upstream flood control interests in local government and state legislative outreach.

How does the Watershed Board Member help?

Specific goals and responsibilities

- Visit watershed site(s). They might help with inspections, 8H requests, O&M decisions, contract work, etc.
- Regularly communicate with staff for updates, concerns, problem solving of particular watershed issues and brainstorm ideas for the watershed program outreach.
- Provide leadership and guidance to staff on next steps and proper procedures.
- Relay information as necessary to Directors on pertinent watershed issues.
- Ensure action steps and resolution of important watershed needs.
- Help problem-solve watershed communication and operational breakdowns.
- Become more familiar with the proper procedures and administrative guidelines required of the district in their role as a watershed dam Sponsor.
- During a change in staffing and, or watershed responsibilities, oversee the continuity of dam sponsorship / stewardship such as current projects, funding requests and use of funding,

Specific OKIE811 Response Team Responsibilities

- Stays up to date on the general aspects of the OKIE811 resource including benefits, purpose, best utilization, and responsibility of the district as a member user.
- Oversight of District obligation in responding, commenting and proper due diligence.
- Confirms OKIE811 response team is functioning properly through updates and occasional check-ins with staff.
- Understands:
 - the hierarchy and roles of the district's OKIE811 response team; lead, back up responder, emergency, and short notice responders.
 - protocol for ticket notification, district logon, portal access and response. *May or may not know the specific Username and Password for the District.*

Additional Information

Sample chain of communication of emergent issues between Board meetings:

1. OKIE Response Team Lead updates WBM on emergent issue.
2. WBM designee informs the Board.
3. Next steps or action needed is directed back to Lead.
4. Lead takes recommended action.
5. Lead reports on the issue at next Board meeting as well as other notable actions regarding site O&M, sponsorship and stewardship at board meetings.

Consideration in communication:

1. Timing of emergent issue in relation to the Board meeting.
2. Type of issue.
3. Urgency of issue.