Kentucky Water Resources Board
Draft Ground Rules
Updated 7-27-2016

1. Water Resources Board Governance:
   a. The Kentucky Water Resources Board consists of eleven (11), including three (3) ex officio
      members and six (6) members appointed by the Governor, and two (2) non-voting liaisons who
      are members of the General Assembly.
   b. The Secretary of the EEC shall serve as Chair and will run the meetings. In the absence of the
      Chair, the Chair may appoint a proxy.
   c. A quorum is established by attendance in person by at least 6 members (KRS 151.113 (5) (b)).
   d. Water Resources Board members may conference and communicate in meetings by phone, but
      will not be able to vote by phone.
   e. Meeting notice, draft agenda and draft minutes will be delivered to group members at last 2
      business days in advance of the meeting
   f. Public meeting notice will be made by Energy and Environmental Cabinet at least 24 hours in
      advance of meetings
   g. Water Resources Board meetings will be open and accessible to the public and Workgroup
      meeting materials are subject to the Kentucky Open Records Act (KORA).
   h. Minutes of the Water Resources Board meetings will be kept and made available to the public
      after acceptance by the Water Resources Board.
   i. The Water Resources Board may establish sub-groups for the purpose of gathering information
      and educating board members; subject matter experts or other resources may be identified by
      the Workgroup to assist with sub-group activities; sub-group meetings of less than a quorum will
      not be subject to open meetings requirements.
   j. Copies of all printed materials presented at the Water Resources Board meetings will be made
      available to the public at the meetings

2. Workgroup members will:
   a. Make effort to attend majority of meetings.
   b. Let the Chair know at least 24 hours in advance if he/she cannot attend the meeting
   c. Come prepared to meetings, listen attentively and limit side conversations
   d. Actively participate and respect the input of others during meetings
   e. Actively work towards consensus for the benefit of public health and safety
   f. Be assigned to one or more sub-committees
   g. Silence their phones during the meetings, and excuse themself from the meeting if they must
      make or take a phone call.

3. Decision making and recommendations of the workgroup:
   a. The minutes and agenda will be reviewed and approved at the beginning of each Water
      Resources Board meeting
   b. Chair will work to gain consensus of all Water Resources Board members for recommendations
      and action items.
   c. Decisions and final recommendations of the Water Resources Board must be approved by a
      simple majority of Water Resources Board members in attendance at the meetings.
   d. Decisions, recommendations and action items will be recorded in the minutes.

4. Workgroup Attendees (guests, media, liaison, resources, presenters)
a. Water Resources Board attendees must silence their phones during the meetings, and excuse themselves from the meeting if they must make or take a phone call.
b. At the discretion of the chair, the meeting may have a comment period when the public/attendees may address the workgroup.
c. The Chair may call for input from liaisons, resources or presenters during the course of the meeting.

5. After adoption, Water Resources Board Ground Rules may be amended by a majority vote of the Water Resources Board members in attendance at any meeting of the Water Resources Board.