



NORTH TEXAS MUNICIPAL WATER DISTRICT

**501 E. Brown Street • Wylie, Texas 75098
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MINUTES
BOARD OF DIRECTORS
SPECIAL MEETING
WEDNESDAY, JANUARY 8, 2020
1:15 P.M.

The North Texas Municipal Water District (NTMWD) Board of Directors met in Special Meeting on Thursday, January 8, 2020, at 1:15 p.m. in the NTMWD Administrative Offices located at 501 E. Brown Street, Wylie, Texas. Notice of the meeting was legally posted in accordance with Government Code, Title 551, Open Meetings.

I. CALL TO ORDER

President Don Gordon called the meeting was called to order at approximately 1:50 p.m. The start time was delayed due to a prior Committee meeting.

The following Board members were in attendance:

1. George Crump
2. Joe Farmer
3. Marvin Fuller
4. Don Gordon
5. Darrell Grooms
6. David Hollifield
7. Chip Imrie
8. Blair Johnson
9. Charles McKissick
10. Larry Parks
11. Brenda Jean Patrick
12. Richard Peasley

II. DISCUSSION ITEM

- A. Discuss Board of Directors training for future video/audio recording of Board meetings

Executive Director Tom Kula advised that NTMWD staff has been working with Director Brenda Jean Patrick and Director Darrell Grooms to plan for the training needs for the future video recording of Board meetings. He reminded the Board of Directors that video recording was not mandatory and that the Board had voted to begin providing video recordings of its Board meetings to be more in line with what our Member Cities and other large organizations are providing. Mr. Kula

indicated that Swagit Productions will be providing the technical support for producing video recording and that representatives from Swagit will be present at the Board meeting on January 23, 2020. Mr. Kula asked that all Directors provide their questions/concerns prior to the special meeting on January 23, 2020, to ensure such questions are included in the upcoming training. He also advised that Janet Rummel, Public Relations and Communications Director, is overseeing implementation of this initiative and will provide a review of the plan.

Mrs. Rummel reviewed the anticipated positive outcome of video recording Board meetings that included:

- an increase in transparency with communities served by the District
- additional way for cities and public to learn about NTMWD critical projects and services
- Demonstrative experience and diligence of Board of Directors and staff in providing essential regional services
- Improve record of key decisions and direction from Board members
- Greater accessibility for stakeholders across large regional area

Mrs. Rummel reviewed the proposed training approach, elements to be included, as well as the training timeline and asked for feedback and questions.

Feedback from Board members present included:

- Microphone etiquette and the need to keep microphones turned off until speaking as well as the need to be aware of outside noises that can be picked up through the sound system (water pouring, paper shuffling, etc.)
- The suggestion to consider installing electronic voting software to record motions, seconds, and votes by member
- The suggestion to consider updates to NTMWD's current records retention policy
- The suggestion to track viewing of posted recordings
- The need to keep Board informed, educated, and provide easy access to information

III. ADJOURNMENT

There being no further business, the meeting adjourned at approximately 2:22 p.m.

APPROVED:


DON GORDON, President

ATTEST:


DARRELL GROOMS, Secretary

(Seal)

