

BYLAWS OF THE  
Northern Sacramento Valley  
Integrated Regional Water Management Board  
(NSV IRWM Board)

ART. I NAME AND PURPOSE

Sec. 1 - The name of this Board shall be the Northern Sacramento Valley Integrated Regional Water Management Board (NSV IRWM Board).

Sec. 2 - The purposes of the NSV IRWM Board shall be to:  
First: Provide input and guidance on the development of the Northern Sacramento Valley Integrated Regional Water Management Plan pursuant to the California Water Code §10530 through 10550, inclusive, and 83000 through 83002, inclusive.  
Second: Review the concerns of all water users within the Planning Area, which consists of the then current Department of Water Resources Region Acceptance Process Map delineating the Northern Sacramento Valley IRWM and bring forward solutions that will realize the most benefit to the region through this planning process. The NSV IRWM Board may work with appointed technical staff to act as a liaison between the planning process and the Boards of Supervisors of the Counties of Butte, Colusa, Glenn, Shasta, Sutter and Tehama (Six Counties).

ART. II NSV IRWM BOARD

Sec. 1 - The NSV IRWM Board shall consist of eighteen members, with three members from each county of the Six Counties appointed by the Boards of Supervisors. One member from each county shall be a member of that county's Board of Supervisors. The other two appointments from each county may have criteria determined by an independent action of each Board of Supervisors and shall be appointed by the full Board of Supervisors within each county. Individual counties may choose

to appoint alternate members and such alternate members shall act in accordance with their specific Board's direction.

Sec. 2 - NSV IRWM Board members may be removed from service by the Board of Supervisors of their appointing counties. Any NSV IRWM Board member who misses three consecutive regular meetings without good cause may be removed from the NSV IRWM Board by their appointing Board of Supervisors.

Sec. 3 - A majority of the seated members shall constitute a quorum for meetings of the NSV IRWM Board. A majority of the quorum is required to conduct business and make decisions.

### ART. III OFFICERS AND TERMS OF OFFICE

Sec. 1- The officers of the NSV IRWM Board shall be a Chair and Vice Chair to be elected by the full NSV IRWM Board at its first meeting of each calendar year.

Sec. 2 - Officers shall assume office immediately upon election and serve until the first meeting of each calendar year.

Sec. 3 - If an office, other than the Chair becomes vacant, the same shall be filled by a vote of the NSV IRWM Board and the appointee shall serve the unexpired term.

### ART. IV DUTIES OF OFFICERS

Sec. 1 - The Chair shall preside at all regular and special meetings of the NSV IRWM Board and shall appoint all committees unless otherwise provided for by these bylaws.

Sec. 2 - The Vice Chair shall assume the powers and duties of the Chair in his or her absence, and shall succeed as Chair when a vacancy occurs in that office.

Sec. 3 - The Chair, Vice Chair, and one Board member (appointed by the Board) will make up the Executive Committee for the Board. The Executive Committee will oversee and support consultants, staff, the Technical Advisory Committee, and assist in developing meeting agendas.

### ART. V EXPENSES

- Sec. 1 - Members of the NSV IRWM Board may be reimbursed at the sole discretion of their appointing county and subject to the reimbursement practices of that county.
- Sec. 2 - All incurred expenses are subject to approval by the Board of Supervisors of the appointing county prior to incurring such expense.

#### ART. VI TECHNICAL ADVISORY COMMITTEE

- Sec. 1 - The Technical Advisory Committee (TAC) is a working group with the purpose to advise the NSV IRWM Board and act as staff to the Board. The NSV IRWM Board will direct the activities of the TAC. Appointments to the TAC will be reconsidered every two years or as positions are vacated. The TAC shall include one staff person from each county, one landowner representative from each county, one representative from the state Department of Water Resources (DWR), one representative from the Northern California Water Association (NCWA), and three “at-large” public interest representatives from within the region.
- Sec. 2 - Board members are not eligible to serve on the TAC.
- Sec. 3 - Landowner and staff appointments will be made by the Boards of Supervisors of each county.
- Sec. 4 - The DWR and NCWA representatives shall be self-appointed from within their respective organization.
- Sec. 5 - The “at-large” public interest representatives shall be appointed by the full NSV IRWM Board.

#### ART. VII AMENDMENTS

- Sec. 1 The Bylaws may be amended by proposals submitted in writing to the Chair who shall notify each member of the proposed amendment not less than 30 days before the date of the meeting at which the said amendment will be voted upon. A vote of at least two-thirds majority of the full NSV IRWM Board is required to amend the Bylaws.

Sec. 2 - Unless otherwise stipulated, all amendments to the Bylaws shall become effective immediately following approval by the NSV IRWM Board.

ART. VIII RULES OF ORDER

Sec. 1 Roberts Rules of Order will be used only as a general guideline, subject to need and at the discretion of the Chair.

Sec. 2 Board meeting policies and procedures are outlined in Appendix I.

APPROVED BY NSV IRWMP Board

By: \_\_\_\_\_  
Chair

ATTEST:

By: \_\_\_\_\_

10-26-2011 DRAFT

## **Appendix I**

### **NSV IRWM Board Meeting Policies and Procedures**

The following policies and procedures have been adopted by the NSV IRWM Board in order to comply with the “Brown Act” – open meeting requirement.

#### **Meetings and Agenda**

Regular meetings of the NSV IRWM Board are held the first Monday of March, June, September and December at locations within the Six County region and shall strive to meet the needs of all members. Special meetings of the Board will be held at times and place determined by Chair.

At least 72 hours prior to the NSV IRWM Board’s regularly scheduled meeting, an agenda for that meeting will be posted on the NSV IRWM website and shall be posted at the location of the meeting. Agendas for each special meeting will be posted at the same location at least 24 hours prior to the special meeting. The NSV IRWM Board’s agenda will be sent to the news media and individuals who have asked to be placed on the NSV IRWM Board’s mailing list. Such announcements shall be sent via e-mail to the extent possible.

By law, the NSV IRWM Board can only discuss and take action on items posted on the agenda. Items or subjects not posted on the agenda may be presented to the NSV IRWM Board, but the NSV IRWM Board may not discuss or act upon these items unless there is a determination, by at least a two-thirds vote of the NSV IRWM Board, that the need to take action on the item arose after the agenda was posted or that an emergency situation exists. It is the policy of the NSV IRWM Board that if a party had knowledge that actions would be required by the NSV IRWM Board, and that knowledge or need existed prior to the deadline for posting of the agenda, the NSV IRWM Board will not take action, but the Chair may refer the item to staff for placement on the next regularly scheduled NSV IRWM Board meeting. It shall also be the policy of the NSV IRWM Board that the “need” for any late additions to the agenda be substantiated in writing and filed with the NSV IRWM Board. The Chair may refer procedural matters to staff for action. (i.e. Items to be placed on subsequent agendas, investigative reports, etc.)

The NSV IRWM Board encourages members of the public to attend their meetings and to participate in the discussion of agenda items. Accordingly, it shall be the policy of the NSV IRWM Board to request public input on each item listed on the agenda, prior to the NSV IRWM Board taking an action on that item. Individuals desiring to address the NSV IRWM Board on items not posted on the agenda will be allowed to do so after the NSV IRWM Board has finished with the agenda.

To the extent possible, sub-committee meetings of the NSV IRWM Board shall abide by the Brown Act and be open to the General Public.