

INDIAN WELLS VALLEY COOPERATIVE GROUNDWATER MANAGEMENT WORKING GROUP

TECHNICAL ADVISORY COMMITTEE

Bylaws

Adopted by the Working Group on August 21, 2003.

Article I: Name

The name of this committee shall be the Technical Advisory Committee of the Indian Wells Valley Cooperative Groundwater Management Working Group.

Article II: Organization

The Technical Advisory Committee shall report directly to the Working Group of the Indian Wells Valley Cooperative Groundwater Management Group.

Article III: Purpose

Section 1. Purpose

The purpose of this advisory committee is to serve as a resource for the Working Group by gathering/evaluating/interpreting data and/or reports relevant to the groundwater issues in the Indian Wells Valley, providing technical advice in response to questions raised by the Working Group, and to recommend appropriate courses of action on current and emerging water issues referred to the subcommittee by the Working Group.

Article IV: Membership

Section 1. Composition and Representation

All signatory members of the Indian Wells Valley Cooperative Groundwater Management Group are eligible for representation on the Technical Advisory Committee. The advisory committee shall consist of no more than six representatives. Subject Matter Experts (SME) may be invited by the subcommittee to participate, as required, when specific expertise is needed. Participation of a SME with the Technical Advisory Committee shall be limited only to those meetings required to address a specific issue.

Section 2. Membership Criteria

Members must meet the following criteria to be selected:

- A. Must represent a signatory member of the Indian Wells Valley Cooperative Groundwater Management Group.
- B. Must have a formal education in groundwater-related fields.

- C. Must have a demonstrated technical background and understanding of the geology and hydrology of the Indian Wells Valley.
- D. May not be a political appointee or an elected political official.
- E. Must be able to attend subcommittee meetings and to assist in data gathering, analysis and other activities of the advisory committee when requested by the Working Group to do so.

Section 3. Selection and Terms of Membership

Of the members of the Technical Subcommittee, a permanent core group of three will consist of one representative from China Lake NAWS, the Indian Wells Valley Water District, and IMC Chemicals. The other member(s) will be selected from the qualified remaining signatory members to serve a two-year term on a rotating basis. The term shall run from January 1 through December 31 of the second year. Signatory members may elect a none-core representative to consecutive terms.

Signatory members of the Indian Wells Valley Cooperative Groundwater Management Group shall make a recommendation for representation to the Working Group. The Working Group, at its discretion, will approve/disapprove the recommendation, based on the membership criteria.

Article V: Officers

Section 1. Officers

Officers of the Technical Advisory Committee shall consist of a Chairperson and Vice-Chairperson.

Section 2. Selection of Officers

Selection of the Chairperson will be made from nominations within the Technical Advisory Committee. The nominee receiving the most votes shall be the Chairperson. The Chairperson will then appoint the Vice-Chairperson from the remaining committee members.

Section 3. Term of Office

The officers shall serve a term of two (2) years with the term starting January 1 and ending December 31 of the second year. Officers shall hold office until they resign, are removed, are otherwise disqualified to serve, or until their successors are selected, whichever occurs first. The Chairperson may be re-elected.

Section 4. Vacancies

A vacancy in either office shall be filled for the unexpired portion of the term. In the event of a vacancy in the office of Vice-Chairperson, the Chairperson may appoint a replacement.

The selection of the Chairperson shall take place at a scheduled meeting within sixty (60) days after the vacancy occurs. Selection will be by the process outlined in Section 2.

Section 5. Duties of the Chairperson

The Chairperson shall serve in the following capacities:

- A. Preside at all meetings of the advisory committee.
- B. Be responsible for the effective, efficient and timely conduct of the subcommittee's meetings.
- C. Publish and post a meeting agenda and distribute it to advisory committee members at least seven (7) days prior to the meeting.
- D. Ensure that discussion notes are published for advisory committee meetings and report on all proceedings at the Working Group meeting
- E. Perform such other duties as may be assigned from time to time by the advisory committee or requested by the Working Group.

Section 6. Duties of the Vice-chairperson

In the absence of the Chairperson or in the event of his/her inability to act or if the office is vacant, the Vice-Chairperson shall perform all duties of the Chairperson.

Article VI: Meetings, Voting and Quorum

Section 1. Meetings

When the Working Group determines a meeting is required, the Chairperson of the Working Group shall advise the advisory committee Chairperson. The advisory committee Chairperson shall schedule a Technical Advisory Committee meeting within three (3) weeks of the request and distribute the meeting agenda to advisory committee members at least seven (7) days prior to the meeting. The date, time, and place for the meeting are at the discretion of the advisory committee Chairperson.

Article VII: Conflict of Interest

Section 1. Announcing Conflict of Interest

Whenever an advisory committee member has cause to believe that a matter to be discussed would involve him/her in a conflict of interest, he/she shall announce the conflict of interest.

Article VIII: Amendment of Bylaws

Action may be initiated by members at any meeting of the advisory committee to alter, amend or repeal these bylaws and adopt new bylaws. A copy of the current bylaws with the proposed changes shall be distributed to all Working Group members at least two (2) weeks in advance of the next scheduled Working Group meeting at which the change(s) will be presented for approval. An affirmative vote by the majority of the Working Group is necessary for amendment adoption.