



Revisions to the Operations Policies Manual

Presented by

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Board Policy-Making Role

“1.1 AUTHORITY

This Operations Policies Manual is established by the Brazos River Authority. Any deletions, amendments, revisions, or additions to the policies must be approved by the Board of Directors. *The Board of Directors shall have the sole discretion to adopt new policies.*”



Board Policy-Making Role (cont'd)

“1.6 ORGANIZATIONAL POLICIES AND PROCEDURES

(1) Organizational policies set forth the primary rules governing the operations of the Brazos River Authority, including the responsibilities and authority of the General Manager/Chief Executive Officer and the Board of Directors. All organizational policies must be adopted by the Board of Directors. All organizational policies will be made readily available online. The Board of Directors, General Manager/Chief Executive Officer, and Brazos River Authority Staff shall comply with all applicable policies.”



Board Member Training

“2.13 DIRECTOR TRAINING

A person who is appointed to the Brazos River Authority Board of Directors may not vote, deliberate, or be counted as a director in attendance at a board meeting until the person completes a training program that provides the following information:

- (1) the law governing Brazos River Authority operations;
- (2) the programs, functions, rules, and budget of the Brazos River Authority;
- (3) the scope of and limitations on the rulemaking authority of the Brazos River Authority;
- (4) the results of the most recent formal audit of the Brazos River Authority;
- (5) the requirements of:
 - i. laws relating to open meetings, public information, administrative procedure, and disclosure of conflicts of interest; and
- (6) any applicable ethics policies adopted by the Brazos River Authority or the Texas Ethics Commission.”



Board Member Training (cont'd)

“A person participating in such a training program is entitled to reimbursement for the travel expenses incurred in attending the training program regardless of whether the attendance at the program occurs before or after the person qualifies for office.”

The General Manager/Chief Executive Officer of the Brazos River Authority shall create a training manual that includes the information required by this section. The General Manager/Chief Executive Officer shall distribute a copy of such training manual annually to each director. Each director shall sign and submit to the General Manager/Chief Executive Officer a statement acknowledging that the director received and has reviewed the training manual.

Authority for Policy 2.13

TEX. SPEC. DIST. CODE § 8502.0092”



Removal of Directors

“2.14 REMOVAL OF DIRECTORS

It is a ground for removal from the Board of Directors that a director:

- (1) Does not have at the time of taking office the qualifications required by Special District Local Laws Code, Section 8502.009;
- (2) Does not maintain during service on the Board the qualifications required by Special District Local Laws Code, Section 8502.009;
- (3) Is ineligible for directorship under Chapter 171, Local Government Code;
- (4) Cannot, because of illness or disability, discharge the director's duties for a substantial part of the director's term; or
- (5) Is absent from more than half of the regularly scheduled Board meetings that the Director is eligible to attend during a calendar year without an excuse approved by a majority vote of the Board.

The validity of an action of the Board of Directors is not affected by the fact that it is taken when a ground for removal of a director exists.”



Removal of Directors (cont'd)

“If the General Manager/Chief Executive Officer has knowledge that a potential ground for removal exists, the General Manager/Chief Executive Officer shall notify the Presiding Officer of the Board of Directors of the potential ground. The Presiding Officer shall then notify the Governor and the Attorney General that a potential ground for removal exists. If the potential ground for removal involves the Presiding Officer, the General Manager/Chief Executive Officer shall notify the next highest-ranking director, who shall then notify the Governor and the Attorney General that a potential ground for removal exists.”

Authority for Policy 2.14

TEX. SPEC. DIST. CODE § 8502.0091”



Filing of Complaints

“2.15 FILING OF COMPLAINTS

The Brazos River Authority shall maintain a system to promptly and efficiently act on complaints filed with the organization. The Brazos River Authority shall maintain information about parties to the complaint, the subject matter of the complaint, a summary of the results of the review or investigation of the complaint, and its disposition.

The Brazos River Authority shall make information describing its procedures for complaint investigation and resolution available to the public.

The Brazos River Authority shall periodically notify the complaint parties of the status of the complaint until final disposition unless the notice would jeopardize an investigation.

Authority for Policy 2.15

TEX. SPEC. DIST. CODE § 8502.0094”



Public Testimony

“2.16 PUBLIC TESTIMONY

At each meeting of the Board of Directors, members of the public shall be afforded the opportunity to address and provide comments to the Board of Directors. The Brazos River Authority reserves the right to implement reasonable rules related to providing public comments, including rules that limit the total amount of time that a member of the public may address the Board of Directors. The Board of Directors cannot respond to comments that are not related to items on the posted agenda.

Authority for Policy 2.16

TEX. SPEC. DIST. CODE § 8502.0095”



Resolution

“BE IT RESOLVED by the Board of Directors of the Brazos River Authority that the revisions to the Operations Policies Manual of the Brazos River Authority be accepted as presented at its March 28, 2022 meeting, to be effective March 28, 2022.”



Brazos River Authority



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