

## **FLOOD ADVISORY COMMITTEE MISSION STATEMENT**

The Flood Advisory Committee provides recommendations and suggested strategies to the Delaware River Basin Commission for the reduction of flood losses in the Delaware River Basin. We will provide a basinwide, interstate focus for the organizations with flood loss reduction responsibilities in the basin.

Assessment, evaluation, and recommending improvements in the basin's flood warning system will be our primary objective.

We will work to reduce flood losses by seeking to increase local participation in flood loss reduction opportunities. We will seek to improve the availability of information concerning flood loss reduction programs, and will seek ways to improve cooperation in the administration of these programs.

## **COMMITTEE PROCEDURES**

**Voting.** Decisions will be made by consensus, whenever feasible. When a consensus cannot be reached, a vote will be taken. Decisions on recommendations that would require commission action require a majority vote with 2/3 of the members (12 members) present in order to hold the vote. E-mail voting may be used when a vote is required and 2/3 of the members cannot be present. For recommendations on staff activities with no Commission action required, only a consensus and/or majority vote of members present will be required. The Committee Chair will prepare a report expressing the opinions of the dissenters including reasons why a consensus could not be reached.

**Quorum.** No quorum is needed to hold a meeting.

**Committee Chair.** Responsibilities of the Chair include: conducting meetings, consulting with Commission staff on meeting agendas, and reporting to the Commission once a year. The Committee will have a Chair and Vice Chair. The Vice Chair will carry out the responsibilities of the Chair when the Chair is not present. Alternates representing the governor on the Commission will not serve as Chair or Vice Chair. The term of the Chair and Vice Chair will be one year. After completion of the Chair's term, the Vice Chair will assume the role of Chair and a new Vice Chair will be selected. The Committee will endeavor to ensure that, over time, members elected to the positions of Chair and Vice Chair represent all member interests. The chair and vice chair will be selected so that one represents federal interests while the other represents state/local interests. Each office will rotate from federal to state/local or state/local to federal representation in the subsequent year.

**Designees.** Members may send designees to Committee meetings. However, a member may only assign a designee for a specific meeting. The designee will have the same privileges as the member including voting rights.

**Meeting Schedule.** Meetings will be held four times a year, unless the Committee decides otherwise.