

**Southwest Basin Roundtable
BIP Update Special Roundtable Meeting
February 25, 2021
3:00 to 5:00 p.m.**

<p style="text-align: center;">Join Zoom Meeting https://us02web.zoom.us/j/89615885161?pwd=a3BXM0hOeFQzTHhlUGZPNHg2ZDRydz09</p> <p style="text-align: center;">Meeting ID: 896 1588 5161 Passcode: 521274 One tap mobile +16699006833,,89615885161#,,, *521274# US (San Jose) +12532158782,,89615885161#,,, *521274# US (Tacoma)</p>	<p style="text-align: center;">Dial by your location</p> <p>+1 669 900 6833 US (San Jose) +1 253 215 8782 US (Tacoma) +1 346 248 7799 US (Houston) +1 929 205 6099 US (New York) +1 301 715 8592 US (Washington DC) +1 312 626 6799 US (Chicago) Meeting ID: 896 1588 5161 Passcode: 521274 Find your local number: https://us02web.zoom.us/j/89615885161?pwd=a3BXM0hOeFQzTHhlUGZPNHg2ZDRydz09</p>
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Anticipated Outcomes

- Continue refining draft 2021 BIP goals, strategies, and measurable objectives for recommendation to the Roundtable.
- Learn more about planning tools helpful for BIP Update.
- Engage in productive and motivating time that positions the Southwest Roundtable Subcommittee and Local Expert Team to move forward in maximizing the opportunity and impact of the BIP Update Process.

Agenda/Notes

3:00-3:05 pm – Welcome, Goals for the Day & Agenda Overview – Carrie

3:05-3:10 pm – Zoom Logistics, Introductions & Meeting/Decision Agreements – Stacy

3:10-3:15 pm – 2021 BIP Update Process and Timeline - Carrie

3:15-4:30 pm – Guiding Principles, Goals, and Strategies Review – Carrie

- (20 min) Roundtable reactions to draft 2021 BIP guiding principles, goals and strategies (round-robin and discussion)
- (50 min) Discussion of key/foundational issues in draft
- (5 min) Next steps and deadline for written comments

4:30-4:55 pm - Planning Tools for Measuring Progress – Carrie

- Colorado Water Plan Technical Update

4:55-5:00 pm – Upcoming Meetings & Agendas – Carrie

- March 10, 2021 – BIP Subcommittee Meeting
 - Measurable Outcomes Discussion

- March 25, 2021 – Roundtable BIP Update and WSRF Grant Review Meeting
 - Review Measurable Outcomes
- April 7, 2021 – BIP Subcommittee Meeting
- April 22, 2021 – Regular Roundtable Meeting
- May 5, 2021 – BIP Subcommittee Meeting
- May 27, 2021 – Roundtable BIP Update
- June 7, 2021 – BIP Subcommittee meeting
- June 24, 2021 – Roundtable BIP Update
- July 22, 2021 - Regular Roundtable Meeting

BIP Update Subcommittee Roles, Agreements, and Meeting Norms

The subcommittee roles are (from BIP Work Plan):

- To report out to the Roundtable, recommending approval or further investigation.
- To be the first line of communication with the LE, helping to narrow the focus of the process, provide edits and feedback and assist with information gathering, scheduling of workshops/topics, etc.

Within the subcommittee process agreements include (from BIP Work Plan):

- Members will show up prepared, having read materials and completed any assignments (LE will provide information well in advance to support this agreement)
- Focus moving the process forward within the subcommittee role, positioning the Roundtable to make decisions based off of subcommittee recommendations
- Represent all views of the subcommittee to the Roundtable in the event of disagreement among subcommittee members
- Be inclusive and transparent, posting outcomes from subcommittee meetings and make accommodations to gather input using tools besides Zoom (as not all people in basin have access to the platform)
- Be mindful to connect with the Roundtable in a fashion that is conducive to supporting the fast-paced process
- Commit to provide input and connections that can support the LE in drafting the Update

Subcommittee meeting norms (agreed to at 12/21/20 meeting):

- Raise a blue hand to talk.
- Be muted unless it's your turn to speak.
- Continue to respect each other's perspectives and listen to understand each other.
- We work together professionally.
- Honor others' time, equalize participation among subcommittee members.
- Be present at the meeting as much as your schedule allows.
- Be up front and open to sharing and talking; trust each other that we're in this together and want to move forward for solutions for southwest Colorado.
- Go at this as a group trying to achieve what's best for southwest Colorado instead of us vs. them.
- Encourage each other to bring our specific perspectives, but think about the planning process as for the SW Basin, avoid only thinking of our own interests in developing the goals and plan components.
- Be clear of expectations (e.g., bullet list of homework at the end of each meeting).
- Use a parking lot for ideas; revisit at each meeting to determine status.
- Revisit schedules often to ensure times work well.
- Virtual meetings are recorded and minutes/notes are taken – all are available upon request.
- Meeting hosts have permission to use interruptions and mute as a tool to hold people accountable to meeting agreements.
- We all agree to follow these norms and to hold each other accountable to them.