



FOOTHILLS WATER NETWORK



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Nevada Irrigation District
1036 West Main Street
Grass Valley, CA 95945

Re: PFW Comment Management process

The Nevada Irrigation District (NID) has launched the Plan For Water public process (PFW) to inform and guide planning decisions over the next 50 years. NID developed the PFW Matrix with public input as a process overview and guide that includes a stakeholder component. The PFW Matrix breaks the PFW process into 11 stages, 4 of which have been completed, with Stage 5, Strategic Planning, being finalized.

Beginning with Stage 6, stakeholders are tasked with providing specific inputs to the NID Board of Directors (BOD). For example, three of six requested stakeholder inputs for Stage 6 are:

1. Provide input to the BOD regarding reasonable planning horizon.
2. Provide input to the BOD regarding outcome refinement and general PFW process.
3. Provide input to the BOD regarding frequency of and public process for plan updates.

To date stakeholder involvement has been along the lines of understanding existing NID operations and planning concepts. However, the next phases of the PFW are asking for more detailed and in-depth information from stakeholders. In anticipation of more structured stakeholder input, Stage 5 includes item number 1 under 'Proposed Engagement Techniques':

“1. Develop a comment management system (that) should allow for managing various comments that are submitted, regardless of format, assessing what the comments actually say, and determining how NID should respond to comments.”

And under item number 3 there is included:

“Website to have a materials repository for all communication materials developed in all phases.”

As stakeholders, SYRCL and Foothills Water Network propose the following process elements to insure that requested stakeholder input is accurately included in the comment management system, web repository, and in information going to the BOD in a timely manner to inform the BOD:

- Since stakeholder input is requested and expected going forward, provide available background and ancillary information at least seven business days prior to the next PFW meeting.
- Request that stakeholders provide their input and/or suggestions in writing for inclusion in the final PFW packet that goes to the BOD.
- Request stakeholder representatives be readily available at PFW meetings to directly answer BOD questions or add additional relevant and clarifying information as needed or requested.
- Include communication materials both *to* NID and the BOD from the public and stakeholders as well as *from* NID to the public and stakeholders in the website materials repository.

Implementing these concepts is an important part of an effective comment management system and archive and will best serve the NID Board of Directors in having their requests for stakeholder input fulfilled and in maintaining the responses as part of the official record of the PFW deliberations.

Sincerely,



Traci Sheehan Van Thull
Coordinator
Foothills Water Network



Melinda Booth
Executive Director
South Yuba River Citizens League