Drainage Work Group
Communications Committee
Functions and Process
August 11, 2017

The following functions and process scenarios have been identified for a standing DWG Communications Committee, with the intent that the committee supports and does not diminish the work of the DWG.

Functions
1) Serve as an advisory group to BWSR regarding:
   a) DWG and other drainage information posted on the BWSR website.
   b) Methods of dissemination of DWG information and other drainage documents via list-servs, or other appropriate means.
   c) An orientation process for new DWG members.

2) Serve as a sounding board for input, at the request of a DWG member, when their organization initiates or develops drainage related education, outreach, and communication materials or activities for their clientele.

3) Provide a framework to advise specific drainage communication issues or needs identified by the DWG, or directed to the DWG.

Process Scenarios
1) BWSR consults the DWG Communications Committee for input regarding Functions 1 a), b) and c) above, and reports to the DWG on associated discussions and updates.

2) A DWG stakeholder member presents a request for input on a drainage related communication project, activity, materials, etc. to the DWG, the Communications Committee and/or the DWG coordinator.
   b) The DWG is kept informed about the request, Communications Committee discussions, and outcomes.

3) A request is made by the DWG to the Communications Committee for discussion and advice regarding a communication issue or need identified by the DWG, or directed to the DWG.
   b) The DWG is kept informed about Communications Committee discussions and outcomes.