

**MEMORANDUM**

To: Technical Advisory Committee  
From: Drew McIntyre, TAC Chair  
Jennifer Burke, TAC Vice Chair

June 2, 2021

Subj: Approve - Election of TAC Chair and Vice Chair  
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Background

At the May 1, 2017 WAC/TAC meeting I was elected Chair of the TAC and Ben Horenstein, Director of Water (Santa Rosa) was elected Vice Chair. At that time an Ad Hoc committee was formed to look at TAC leadership succession planning. The Ad Hoc committee met several times in 2018 and made a recommendation at the August 6, 2018 TAC meeting that the leadership selection process mirror the 2-year WAC leadership selection process with a modification to allow up to two, 2-year extensions. This recommendation was unanimously approved by the TAC at said meeting. Subsequently, at the January 7, 2019 TAC meeting, Jennifer Burke, Deputy Director of Water (Santa Rosa) was elected TAC Vice Chair due to the vacancy created by the departure of Ben Horenstein from the City of Santa Rosa.

At the June 3, 2019 TAC meeting the TAC voted to reaffirm existing TAC leadership consisting of me as Chair and Jennifer Burke, Director of Water (Santa Rosa) as Vice Chair for a new, 2-year term (first 2-year extension).

Path Forward

It is now time to check-in on the current TAC leadership as we have completed our first 2-year extension as Chair and Vice Chair. We have both enjoyed being in our leadership roles for the Technical Advisory Committee over the last four years and would be honored to continue in this capacity for a final second, 2-year extension. The options for the TAC to consider are as follows:

- Option 1 – Reaffirm existing TAC Leadership with Drew McIntyre, TAC Chair and Jennifer Burke, TAC Vice Chair for another 2-years.
- Option 2 – Elect new TAC leadership