SWT AGENDA WORK SHEET

Greetings SWT Committee Members,

Attached below is the preliminary agenda draft for the May 11, 2026 SWT Committee Meeting. Members are requested to review the agenda and submit any recommended additions, revisions, or discussion items no later than May 9, 2026. Following review, the agenda will be finalized and redistributed to all members prior to the meeting date.

Note: Old business agenda is attached for your referencing use.

All members are requested to print and bring a copy of the final agenda to the May 11, 2026 Committee Meeting.

For new members who have not yet received their assigned initiatives, please continue formulating your research concepts, development strategies, and subject matter approaches. Distribution of all initiative packets is anticipated to be completed by May 17, 2026.

Please be advised that the preparation of these initiative packets is a substantial undertaking. Each packet is being assembled using the accumulated research materials, data resources, reference documents, and supporting information developed throughout the past two years. The purpose of this process is to ensure each initiative leader is provided with the foundational tools and historical data necessary to effectively support their assigned areas of responsibility.

Thank you for your continued professionalism, participation, and commitment to the objectives of Seniors Working Together.

Respectfully,

Ana Ortiz
Neal Rehse
SWT Chairs

SWT COMMITTEE AGENDA MAY 11, 2026
LOCATION: ISLAND CLUB 9-12
(Conducted applying Robert's Rules of Order)

RULES FOR OFFICIAL MEETING:

1. Proper Notice (Routed on May 4, 2026-via email)

2. Draft Agenda (Routed for review and additions May7, 2026, input no later than May 9. 2026)

- Announce Committee official meeting come to order.
- Roll Call / Attendance

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- ♦ Approval of Previous Minutes

- ♦ Reports (Chair, Committees, etc.)
  - ♦ Ana- Welcome new members, brief over view of initiatives
  - ♦ Neal- Welcome new members, (Subject to discuss)

- ♦ Old Business

- ♦ Completed phase one of the reorganization meeting. All members present voted and agreed to accept the new structure.

- ♦ New Business
  - ♦ Treasury report
  - ♦ State Order not executed
  - ♦ Discuss moving forward with inquiry to Attorney Generals Office
  - ♦ Discuss interference from interlopers cause and effect
  - ♦ Discuss Community Town Hall
  - ♦ Discuss semi Annual presentation at General Meeting Pros and Cons

- ♦ Committee Comments (Items to be added from Committee Members)

  - ♦ Proposal forwarded by George Sadler-Education/Science initiatives
  - ♦ Jennie O'Neil to discuss Disturbance Report Line process
  - ♦ Comments from new members developing their initiatives. Master initiatives have been distributed, many still working. Time consuming.

- ♦ Move for Adjournment

OLD BUSINESS ACCEPTED BY COMMITTEE ON APRIL 24, 2026

Proposed Organizational Chart to Maintain Project Integrity

Key Notes:

☐ All authority flows from the Chair downward
☐ Leads own their domain—no overlap without coordination
☐ Task Forces report up through their respective Leads
☐ Advisors inform decisions but do not control them (Reduce conflict of interest)
☐ We function as one unit-one mission

Structure:

CHAIR

CO CHAIR
↓
FUNCTIONAL LEADS
↓
(Operations | Legal | Data | Communications)
↓
TASK FORCES / WORKING GROUPS
↓
TEAM MEMBERS / VOLUNTEERS

COMMITTEE SUPPORT: PAST PRESIDENTS AS ADVISORS TO SUPPORT ALL LEVELS (TENTATIVE)

1. Executive Leadership Layer:

This group sets direction, maintains authority, and interfaces with external stakeholders.

Chair / Committee Lead:

- Overall authority and spokesperson
- Sets agenda, priorities, and strategy
- Final decision-maker when consensus cannot be reached
- Communications Lead
- Manages messaging to residents
- Drafts official statements, notices, and updates
- Ensures consistency and accuracy of public information

Co Chair:

- Supports the Chair and steps in when needed
- Often oversees internal coordination

- Executive Coordinator (optional but powerful)
- Keeps initiatives aligned across teams
- Tracks progress, deadlines, and deliverables

<u>2. Core Functional Leads</u>:

These are the “engines” of the committee, each owns a critical domain:
Operations / Infrastructure Lead

- Handles technical issues (e.g., wastewater systems, lift stations, compliance conditions)
- Interfaces with engineers, utilities, and regulators
- Regulatory & Legal Lead
- Tracks applicable laws, codes, and compliance (e.g., FDEP standards, Florida Administrative Code)
- Helps frame findings in legally defensible language
- Data & Reporting Lead
- Collects, organizes, and validates resident reports and evidence
- Produces structured reports (maps, logs, trend analysis)

<u>3. Advisory / Specialist Layer</u>:

Not always formal members, but critical for credibility:

- Subject Matter Experts (SMEs)
- Engineers, environmental specialists, former utility professionals
- Community Liaisons
- Representatives from neighborhoods or affected zones
- External Advisors
- Legal counsel, regulatory consultants, or former officials

<u>4. Working Groups / Task Forces</u>:

Temporary or ongoing teams focused on specific problems:

- Odor/Gas Investigation Team
- Lift Station Assessment Team
- Infrastructure Mapping Group
- Town Hall / Public Engagement Team

<u>Each group should have:</u>

- A designated lead
- A defined objective
- A deadline or milestone

Topic to be discussed by Committee Chair, current situation related to FDEP information, and MCU development.

Comments:

See attach note sheet for personal use below.