

**Water and Wastewater
Government Coordinating Council
Charter**

Article I – Background and Official Designation

Presidential Policy Directive/PPD-21 Critical Infrastructure Security and Resilience, and Section 9002 of the William M. Thornberry National Defense Authorization Act for Fiscal Year 2021 designates the U.S. The Environmental Protection Agency as the Sector Risk Management Agency (SRMA) for the Water Sector. The SRMA function spans a number of responsibilities that include serving as a coordination hub for collaboration among public and private sector entities on sector-specific issues pertaining to cybersecurity, infrastructure security, and resilience; coordinating and prioritizing sector-wide activities, including those related to education, training, information sharing, and outreach; providing incident management support in accordance to the appropriate policies and directives; facilitating access to resources and services in support of risk management efforts across the sector; and leading sector-wide strategic planning activities.

SRMA’s engagement with federal departments and agencies, and state, local, tribal, and territorial (SLTT) entities is conducted through the partnership structure established in the National Infrastructure Protection Plan (NIPP) as the “Water Government Coordinating Council,” hereinafter referred to as “GCC “or “council.”

The GCC supports the sector’s cybersecurity and infrastructure security mission in accordance with Presidential Policy Directive/PPD-21 Critical Infrastructure Security and Resilience, Presidential Policy Directive/PPD-41 United States Cyber Incident Coordination, and other applicable critical infrastructure policies, guidelines, and directives.

Article II – Mission and Purpose

The mission and purpose of the GCC is to provide effective interagency, intergovernmental, and cross jurisdictional coordination of activities, strategies, and policy that are relevant to the cybersecurity, infrastructure security, and resilience of the Water Sector.

The GCC acts as the counterpart and partner to the private industry-led Water Sector Coordinating Council (SCC) to plan, prioritize, coordinate, implement and execute sufficient and necessary sector-wide cybersecurity, infrastructure security, and resilience efforts.

Article III – Objectives and Scope of Activity

The GCC supports the mission through the following objectives:

- Increase the level of coordination among member agencies on issues pertaining to the cybersecurity, infrastructure security, and resilience of the sector.
- Improve integration of relevant cybersecurity, infrastructure security, and resilience-enhancing initiatives among member agencies.
- Foster effective dialog and information sharing among owners, regulators, non-government owners, and other sector partners.
- Coordinate with the SCC to set joint priorities, identify knowledge gaps, prioritize, and characterize risk, and achieve Water Sector goals.
- Promote collaboration with other critical infrastructure sectors.

The scope of GCC activities includes, but is not limited to:

**Water and Wastewater
Government Coordinating Council
Charter**

- Promote continuous improvement of cybersecurity, infrastructure security, and resilience-enhancing efforts within the sector as national and sector goals and priorities are identified.
- Promote adoption and implementation of risk management processes, best practices, and use of innovative methods across the sector.
- Identify and support the information-sharing capabilities and mechanisms that are most appropriate for government and industry entities.
- Coordinate with and support the efforts of sector partners to plan, implement and execute the nation's homeland security mission.
- Report on the progress made for addressing goals and objectives and applicable national priorities.
- Acknowledge and respond to concerns of the sector, from both public and private-sector entities, and work in coordination with the SCC to address and resolve those concerns when possible.
- Collaborate with the SCC to foster a coordinated sector-wide approach to physical or cyber incidents affecting the sector or during periods of heightened awareness, in accordance to the corresponding authorities, policies, and directives applicable to each agency.

Article IV – Membership and Member Representatives

Membership

The SRMA is responsible for identifying and organizing a representational GCC to include other federal departments and agencies and as needed, state, local, tribal, and territorial government agencies with responsibilities relevant to the cybersecurity, infrastructure security, and resilience posture of the sector. The composition of the GCC shall be consistent with the operational landscape of the sector. Membership resides with the department/agency rather than the individual representatives.

Voting Members

Membership resides with the participating agency member, which selects its primary and alternate representative(s) at the appropriate decision-making level to achieve the objectives of the GCC. The SRMA management staff maintains a record of the designated primary and alternate representative(s) for each voting member.

Non-voting Members

The GCC may include representatives or designated liaisons from other sectors and cross-sector GCCs, other government agencies, or international governmental entities to participate in a non-voting capacity. Non-voting members do not serve in council or working group leadership roles as required under the Critical Infrastructure Partnership Advisory Council (CIPAC) charter, and membership may be withdrawn at any time at the discretion of the SRMA. The SRMA management staff maintains a record of the designated representative(s) for each non-voting member.

Subject Matter Experts

The GCC reserves the right to invite subject matter experts to contribute expertise as needed in support of specific meetings or activities. A subject matter expert's individual expertise or opinion may be used to provide technical or industry-specific information for the purposes of informing the recommendations made by the council. Subject matter experts are non-voting participants of the GCC and do not serve in council or working group leadership roles as required under the CIPAC charter.

**Water and Wastewater
Government Coordinating Council
Charter**

**Article V – Officers and Governance
Officers**

The EPA serves as the chair and DHS serves as the vice chair of the Water GCC. The EPA intends to collect input from other members and initiate or bring issues to the GCC for consideration and deliberation. EPA intends to work to reach closure on issues, working with other council members.

The GCC Secretariat, will provide meeting and organizational support.

It is the responsibility of the chairperson/SRMA management designee to:

- Maintain council membership and representation, facilitate decision-making processes, work in consultation with council membership, and provide cross-sector coordination with state, local, tribal and territorial (SLTT) governments.
- Coordinate development and distribution of work products.
- Coordinate development and submittal of responses to requests for information directed to the GCC.
- Initiate and facilitate GCC meetings, to include:
 - Develop agendas;
 - Monitor issues and initiatives, and completion of action items;
 - Provide administrative and logistical meeting support;
 - Prepare and distribute meeting minutes; and
 - Handle notifications and other communications.
- Determine the need for GCC working groups.
- Manage council records.
- Maintain council charter and other council or working group governance documents.

The chairperson/SRMA management designee initiates the coordination and facilitation of joint GCC and SCC meetings with SCC leadership—including meetings conducted under the auspices of CIPAC—ensuring compliance with the CIPAC Charter.

Governance

Council members make decisions through a consultative process and consensus by simple majority of members present unless otherwise determined by the chairperson/SRMA management designee. Member organizations have one vote regardless of the number of representatives present.

The GCC recognizes that each member represents a government entity with inherent legal authority to operate that may cause a representative to abstain from voting on certain matters. When there is dissension, the chairperson/SRMA management designee may move forward, and act to fulfill the obligations of the council. Members will strive to meet timelines and deliverables even when there is less than full agreement or participation.

Article VI – Meetings

The GCC will meet at least at a minimum two times a year and as often as quarterly, in the Washington, DC, area or at an alternative location determined by GCC members. Additional meetings are scheduled as needed. Meetings are held in person or telephonically and follow Robert’s Rules of Order.

**Water and Wastewater
Government Coordinating Council
Charter**

Article VII – Working Groups

Working groups and affiliated sub-working groups are established when substantial investigation, research, or other tasks are required that cannot be practicably achieved at regular council meetings. All working groups are meant to advise council members on various issues and processes. Through their primary or alternate representatives, each member agency may designate individuals to serve on working groups or serve as working group leads.

The council establishes working groups that:

- Consist of personnel selected by the chairperson/SRMA management designee or council based
- on the issue under study, scope and expertise.
- Have a specific and clearly defined mission and scope, time limit and deliverable(s).
- Select a working group chair charged with ensuring that the working group achieves its objective
- and stays on time within scope.
- Are subordinate to the council and reports activities and recommendations to the council.

When the Water GCC and SCC form joint working groups, the GCC working group chairperson will work in close coordination with the corresponding SCC working group chairperson. Joint GCC and SCC working groups may conduct meetings/activities under the auspices of CIPAC when consensus to form recommendations is needed and the group is established in compliance with CIPAC Designated Federal Officer (DFO) guidelines.

Article VIII – CIPAC Membership and Compliance

CIPAC Compliance

CIPAC facilitates interactions between government representatives at the federal, state, local, tribal and territorial levels and representatives from the community of critical infrastructure owners and operators to conduct deliberations that form consensus positions to present to the federal government related to cybersecurity and infrastructure security matters.

Meetings consisting solely of members of the GCC do not constitute meetings of the CIPAC. To conduct or participate in CIPAC activities, the GCC will maintain its charter, and a representational membership and will comply with the requirements defined in the CIPAC charter and guidance issued by the CIPAC Designated Federal Officer (DFO).

CIPAC Members and CIPAC Member Representatives

Members of the GCC are automatically members of CIPAC upon notification to the CIPAC Executive Secretariat/DFO for posting to the publicly accessible CIPAC website. Membership is managed and maintained by the chairperson/SRMA management designee staff providing a roster with each representative's name, title, organization/component and contact information to the CIPAC Executive Secretariat/DFO at CIPAC@cisa.dhs.gov annually or as changes occur.

Article IX – Communications

The SRMA management staff maintain the appropriate communication mechanisms for sharing information among GCC membership and, when applicable, the SCC and other relevant sector partners and stakeholders, in accordance with all applicable information-sharing laws and regulations.

**Water and Wastewater
Government Coordinating Council
Charter**

Article X – Recordkeeping

The procedures for the handling, storage, and disposition of GCC records and other documentation are the responsibility of the SRMA management staff in accordance with EPA policies and Federal Records Act requirements.

The CIPAC Executive Secretariat, provided by DHS, will provide Critical Infrastructure Partnership Advisory Council (CIPAC) meeting and organizational support to include: coordination for agenda development, support for agency lead on monitoring and closure of issues and initiatives, administrative support, logistics (meeting room facility), and will maintain a communication mechanism for the distribution of CIPAC related communications to the GCC and with the Secretariat.

Article XI – Amendments

The chairperson/SRMA designee on behalf of the GCC may at any time initiate amendments to this charter. The amended charter will be submitted to the CIPAC DFO in a timely manner for posting on the public CIPAC website.

Article XII - Approval and Duration

This charter is approved as attested to by the following signature authority and will be in effect for a period not to exceed five years.



04-29-2022

Chair Water GCC David Travers, EPA

Date