

CALIFORNIA WATER AND ENVIRONMENTAL MODELING FORUM

MINUTES OF THE STEERING COMMITTEE

For July 15, 2016

(This meeting was held at the Solano Irrigation District Office in Vacaville.)

Decisions	
Action Items	<ul style="list-style-type: none">• Start a planning subcommittee for the Natural Flows workshop – Steering Committee• Contact outside persons who might be interested in serving on the SGMA Open Source Modeling subcommittee - Elaine• Arrange a conference call with Rich Satkowski and the CWEMF subcommittee on the SWRCB’s Bay-Delta Water Quality Control Planning Process – Elaine• Make a draft document of what we want our new website to accomplish – Steering Committee• Forward Josue’s notes from the International Association of Great Lakes Research meeting to the Steering Committee - Ben
Parking Lot Items	<ul style="list-style-type: none">• (Located at end of minutes.)
Motions	<ul style="list-style-type: none">•

REFERENCES HANDED OUT:

1. Executive Director’s report.
2. Minutes of the May 20 Steering Committee meeting.
3. Treasurer’s Trial Balance
4. End of Fiscal Year 2015 Treasurer’s Report
5. Workshop Status Report
6. Paper on Open Source Modeling

1. INTRODUCTIONS/DESIGNATION OF QUORUM – The meeting was opened by Ben who is acting Convener while Josue is absent. There were 9 persons in attendance, 5 persons on the phone, and 1 proxy. A quorum was declared.

2. EXECUTIVE DIRECTOR’S REPORT – This report contained information on financial matters, the annual meeting, workshops, and steering committee tasks. Elaine’s comments related to the topics below are presented with those topics.

3. SECRETARY’S REPORT – A motion was made to accept the minutes, and the motion was seconded and passed.

4. TREASURER’S REPORT – The fiscal year ended June 30. Although CWEMF is a non-profit organization, we still need to submit tax forms to the IRS and Franchise Tax Board, which costs \$10. Since we increased the Executive Director’s annual salary, we should increase the operating reserve to reflect that fact.

5. TECHNICAL WORKSHOPS –

a. Modflow – This was presented on May 31- June 1 by the USGS. There were 31 attendees, and certificates of attendance were handed out. Good reviews.

b. PEST – This was presented on June 21-24. There were 15 attendees. The workshop was held at McClellan Park, which turns out to be a great training center. Has desktop computers. Certificates of attendance were again handed out. Good reviews again.

c. NHD Plus – This was presented on July 14-15 at McClellan Park. There were 130 attendees. We are very happy with the facilities at McClellan Park.

d. METRIC – Scheduled for Aug. 22-25 at UCD. The necessary software will be installed on the desktop computers at the facility.

e. Natural Flow in Delta – This will cover pre-development hydrology and its impacts if this hydrology were to exist today. Pre-development means prior to anthropogenic changes (like in 1700s or prior to 1850, prior to hydraulic mining, agriculture.) This was a session at the annual meeting three years ago. A planning committee will be formed for this workshop. The Delta Science Program, along with CWEMF, will be involved in putting this workshop together.

6. PANEL TO DISCUSS OPEN SOURCE MODELS –

a. Rich Juricich of DWR made a presentation today on this topic to the Steering Committee. DWR's Sustainable Groundwater Management Program (SGMA) is seeking CWEMF's assistance with forming an Ad hoc advisory committee to advise DWR on the role and criteria for use of models in evaluation of surface water and groundwater systems. The regulations adopted by DWR for groundwater sustainability plans require the use of "public domain open source software" if the models were not in place on the effective date of the regulations (June 1, 2016).

b. DWR is currently working on a best management practices (BMPs) document for sustainable groundwater management, due December 31, 2016, that will provide additional guidance on the use of models.

c. There was some brief discussion as to what role CWEMF could play in helping with modeling definitions, BMPs, and in organizing and conducting regular model peer reviews for models that support development of groundwater sustainability plans.

d. This groundwater management effort will mostly focus on water supply and not water quality.

e. Those CWEMF members who expressed an interest today in participating in this effort were Hubert, Jobaid, and Tariq. Nigel Quinn, Randy Hanson, Thomas Harter, David Purkey, Steffen Mehl, and John Doherty will be contacted by Elaine to see if they are interested.

7. **CWEMF WEBSITE** - A professional webmaster has reviewed our website. If he is to proceed to help us we need to tell him what is important to us, such as the annual meeting, workshops, etc. Dreamweaver or Wordpress may be used. The interface is user-friendly. To update our web site would take about 4-5 weeks at 2-3 hours per day. What links do we want? Let's draft something up (in skeleton form) of what we want. Our web subcommittee and Kevin Long will talk to the proposed person. Then this person can propose a firmer schedule and cost to us.

8. **ANNUAL MEETING PROCEEDINGS** – Elaine will send out the 9-10 papers that constitute the draft proceedings from the recent annual meeting. Elaine, Josue, and Hubert reviewed the papers for format but did not conduct a technical review. It was decided not to worry about paper length this year, but to let the members know that next year we will be sticking by the rules for paper length publication.

9. **INTERNATIONAL ASSOCIATED OF GREAT LAKES RESEARCH** – Ben presented the results of the meeting as Josue was absent. Our cost for Josue to attend was approximately \$1,000. The annual meeting was held at the University of Delphi in Ontario, Canada, from June 7-10, 2016. Ben will forward Josue's notes from the meeting to the Steering Committee. The attendance was greater than 1,000 persons. CWEMF had two slots at the meeting, one on the integrated modeling workshop that was held at UCD in 2015 and one on the economic impacts of the recent drought in California. Hydrology and nutrient issues were among the many topics discussed.

Some issues that would be of interest to CWEMF are:

- Student presentations were judged and awards made
- Vendors made presentations

10. **MODEL USERS GROUPS** – The DSM2 user group had a good recent meeting. See their next newsletter.

11. **OTHER BUSINESS** –

a. **Timers for Annual Meeting Speakers** – There are three types of timers for speakers, these being flip cards, electronic timers (like Nigel has), and embedded counters. The cheapest electric timer is around \$500. Embedded timers have a slight distraction. Speakers who talk too long reduce the Q & A period, and can push the session into the break period. The Steering Committee decided to use flip cards to warn the speakers that their time is up. Elaine will set up a call with the moderators to discuss issues such as the importance of notifying speakers in advance of how much time they are allocated and then keeping the speakers on schedule at the Annual Meeting.

b. **SWRCB's Bay-Delta Water Quality Control Planning Process: Request for Input** - Elaine will set up a conference call with Rich Satkowski and our CWEMF subcommittee on this topic which Rich presented at the May Steering Committee meeting. (It was mentioned that CWEMF might be pretty busy now having this topic and the open source modeling topic. It was mentioned that different people within CWEMF would most likely be working on the two different topics.)

c. Promoting Technical Discussions within CWEMF – It was mentioned that our new website might allow us to use discussion boards to facilitate discussions on differences in modeling and related topics.

12. **ADJOURN** – 12:15 pm. Next Steering Committee meeting is tentatively set for Sept. 9, 2016.

Respectfully Submitted
George Nichol, Secretary, CWEMF

ATTENDANCE

Elaine Archibald	Executive Director	CWEMF
Tariq Kadir	Vice-Convener	DWR
Ben Bray	Past Convener	EBMUD
Stacy Tanaka	Treasurer	Watercourse Engineering
George Nichol	Secretary	Retired (Corps/SWRCB)
Rich Juricich		DWR
Hubert Morel-Seytoux		Hydroprose
G. Fred Lee		GFL & Associates
Kevin Fung		EBMUD

Proxies: Ben for Josue

On Phone: Kevin Long, Paul Hutton, Yuan Liu, Marianne Guerin, Jobaid Kabir

Parking Lot Items	<ul style="list-style-type: none">• Multi-Year Budget – Prepare a draft.• Peer Review Process - Development of peer review administrative process.• Investment Policy - Development of investment policy.• Financial Transparency – Determine how best to show our financial transparency to outsiders.•
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