

July 10, 2003

CALIFORNIA WATER AND ENVIRONMENTAL MODELING FORUM
(formerly BAY-DELTA MODELING FORUM)

Draft
MINUTES OF THE STEERING COMMITTEE

For May 16, 2003

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

I. SUMMARY

A. ACTION ITEMS

- Workshop – Rich Satkowski to work with Kamyar Guivetchi to develop a draft agenda for a workshop on “Analytical Tools for the California Water Plan”.
- Workshop – Rich Satkowski and Tara Smith will look for a meeting location for the “DWR Annual Flow and Salinity Methodology” workshop.
- Workshop – Lisa Holm and Tara Smith to determine the contents of a CALSIM workshop.
- Workshop – George Nichol to check with SWRCB on the possibility of a TMDL workshop.
- Grant – Rich Satkowski to draft a proposal for a CALFED grant on having the Forum support User’s Groups. Paul Hutton, Lisa Holm, and Nigel Quinn to review.
- Peer Review – Rich Satkowski will check into the possibility of any of the San Joaquin River dissolved oxygen models needing peer review.
- Lifetime Achievement Award – Rich Satkowski to put together a draft description of what such an award should acknowledge.

B. MOTIONS PASSED OR TABLED

- A motion was passed on when to collect organizational dues and individual dues.

C. REFERENCES HANDED OUT

- Executive Directors Report
 - California Water Plan Update 2003
 - The New Web Page
 - List of Upcoming Workshops
 - List of Possible Future Forum Activities/Tasks
 - Request for Proposals Sheet of Bay-Delta Science Consortium (Science Support Funds)
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II. MINUTES

1. **INTRODUCTIONS AND WELCOME** – The meeting was opened with 8 persons in attendance, and 8 proxies held. A quorum was declared.

2. **SECRETARY'S REPORT** – A couple of typographical errors were noted. Then the minutes of the last meeting were unanimously approved.

3. **EXECUTIVE DIRECTOR'S REPORT** –

a. **Treasurer's Duties** – Lisa and Rich met, and agreed that the Treasurer's duties should be as specified in the By-Laws. The Treasurer will keep a book of accounts and records, and keep track of expenditures. Lisa will look into transferring the account to a larger bank so that branch offices will be available to handle any geographical changes in officer locations.

b. **Dues Collection** – The when and how of dues collection was discussed. Currently organization dues cover from July 1 through June 30, as organizations normally get their new operational funds in July. Individual and student dues cover the calendar year, from January through December. These dues periods will continue. A motion was made to allow that after six months of the respective dues-year has passed, members (both organizational and individual) may elect a six-month membership for half of the annual dues. Individual and student dues will be collected with the Annual Meeting registration. A motion was made, seconded, and passed unanimously to allow for the six-month membership described above.

c. **California Water Plan 2003 Support** - Rich Satkowski attended the California Water Plan Update 2003 Tools Workshop in April (see reference). Another such workshop is coming up. Kamyar Guivetchi, Program Manager, has asked Rich Satkowski if the CWEMF can get involved in some of the tasks being considered in the Water Plan. One of the tasks would be assisted by having the CWEMF and DWR jointly sponsor a workshop entitled "Analytical Tools for the California Water Plan", possibly around September. Some of the tools to be covered would be CALSIM, IWR-MAIN, CAL-AG, and LCPSIM. CALFED or Water Plan funding may be available for this. This would be a great opportunity for the Forum to get involved in the Water Plan. We should make sponsoring this workshop a high priority. Rich and Kamyar will get together in 1-2 months to put together a draft agenda.

d. **Format of Executive Director's Report** – The format of Rich's Executive Director Report was complimented. He attached a list of the upcoming workshops, other suggested workshops, and possible Forum activities and tasks in many areas.

4. **RECENT WORKSHOP** – For the recent April 2003 workshop entitled "Identifying and Managing Uncertainty in Ground and Surface Water Models", held in a conference room at the SWRCB, there was in internet video provided. K.T. Shum and Lisa Holm

said they saw the internet video, and it came out good. The Power Point presentation is on the web, for all to see. (Actually, the 3-day, 1000 slide full presentation that was given in San Francisco is what is on the web.) A good abstract was handed out. Should we use this topic as an issue paper, because of its importance to math modeling? This was an excellent presentation. Try for more presentations like this. Can it be presented at Asilomar, for one hour?

5. FUTURE WORKSHOPS -

a. **Water Supply Modeling in California's North Coast Streams** – The Sonoma County Water Agency is interested in having the Forum sponsor this workshop, supported by SCWA. It is tentatively scheduled for August in Santa Rosa, and would cover the Russian and Eel Rivers. A Russian River math model is included. Six speakers are lined up. The Forum would be facilitating. The SCWA would get a room.

b. **DWR Annual Flow and Salinity Methodology Report** – Tara and K.T. are working on this workshop, possibly to be held in mid-August (week of August 19). This is the annual report required of DWR under D-1485, on flow and salinity in the Delta. The workshop would cover key chapters to appear in the upcoming report. Rich and Tara will look into the possibility of a room for the workshop.

c. **Modeling for CEQA/NEPA** - K.T. has been in contact with CALFED. They probably cannot be involved in sponsorship. Jones & Stokes and CALFED, along with others, will be invited to speak. We would like the speakers to say what they are looking for in the way of models. Tentatively set for around September 10.

d. **CALSIM** – This workshop can help to start up a User's Group. In preparation for starting a peer review, Jay Lund is doing interviews with the users of CALSIM (Jay has a list of questions he is asking). A peer review of CALSIM will be sponsored by the CALFED Science Program. Jay's interviews ask stakeholders what they think the strengths and weaknesses of CALSIM are, in preparation for the peer review. Would our workshop go over the latest version of CALSIM, or discuss the current problems that exist with it, or present people's experience with running it? Or, should the workshop serve as the kick-off for the peer review? In conducting workshops for User's Groups, Nigel suggests first having a general session followed by a detailed session. Lisa and Tara will determine the details of this workshop. They will try to have a date for the workshop by the next Steering Committee meeting.

e. **TMDLs** – Rob Tull and George Nichol are checking into what aspect of TMDLs might lend itself to a workshop. George is to check with the SWRCB to see what a current need would be of the TMDL program.

f. **Climate Change** – Water agencies such as EBMUD are interested in this for their own water supplies. Sensitivity analyses covering uncertainty and worst cases would be of interest. This could possibly be a part of a Bulletin 160 workshop. How would climate

and hydrology changes affect water supplies in the State? How do climate change and CALSIM runs fit together?

g. **Other Items** – Having another Uncertainty In Surface and Groundwater Modeling Workshop (the one held last April) would be beneficial, due to the importance of uncertainty in modeling (Dr. John Doherty, who gave the last workshop and is from Australia, will be in California in February 2004). A Bulletin 160 workshop could show how data is gathered and analyzed, and describe access to that data. Tara said that there is an interest to improve interaction between DSM2 and CALSIM, to improve boundary conditions, to obtain better hydrology, and to interact with climate change.

6. USER GROUPS

- a. **IGSM-2** – This User's Group will meet every three months, with alternate leading by DWR and the USBR. The model can be downloaded. An email will be sent out when the group meets.
- b. **Other User's Group** – Where do these stand? How about those for DSM2 and CALSIM? They are looking for a Facilitator. Nigel thought it might be good to have one person steer all User's Groups.

c. **Proposal To CALFED** – Rich, Paul, Lisa, and Nigel will work on a proposal to CALFED for a grant to support User's Groups, by July 21. See CALFED's Bay-Delta Science Consortium "Request For Proposals" handout. The proposal will be "for facilitation of all User's Groups". The proposal will describe the User's Group that we have going now (i.e. IGSM), covering its facilitation and administration. Rich will draft up the proposal, the others will review it, and then a final draft will be prepared. There are other models in addition to IGSM, DSM2, and CALSIM, and these others are IWR-Main, CalAg, and LCP-SIM. In our proposal say that we will look at the need for User's Groups for these other models.

7. **PEER REVIEW** – There is \$12,500 in this fund now. CALSIM is a possibility for peer review: see what Jay thinks. The DSM2 is being used for dissolved oxygen predictions on the San Joaquin River, so possibly the RWQCB review of this use could be considered an independent review. Or should the Forum do a peer review of it? How about the other models being considered for use for San Joaquin River dissolved oxygen, such as Carl Chen's model. Are they candidates for peer review? Rich will check up to see where those models are at as regards the San Joaquin River dissolved oxygen project. Rich will also check to see if there is any possibility for cost-sharing of such peer reviews.

8. **WEB SITE** – The debut of the new website was made. See the handout, showing this new design. This web site was designed by Kevin Long and Rich. There are six sections, these being:

- About The Forum
- Modeling Clearinghouse
- What's New With The Forum

- Forum Activities
- Modeling-Related Events In California
- Water Community Calendars

There is an index on the left column of the web page that allows one to go directly to 12 of the Forum's activities. A membership application is also available on this site. Rich suggested that we consider getting a new Provider, such as EarthLink, because the current Provider does not allow for mailing lists. The cost would be \$35 a month, with 300 MB disk space.

Additional suggestions for adding to the web site are as follows:

- (a) Add list of Forum members and their email addresses, but not electronic links to them.
- (b) Add list of technical workshops already presented, and any Power Points that were presented then if we have them.
- (c) Add links to models, and domestic and foreign publications. Include such links as DWR's modeling page.
- (d) Add centralized web site for User's Groups.
- (e) Add the documents that have been written for the Forum, such as the peer review documents.
- (f) Add links to related agencies.
- (g) Add photos of Asilomar, and Fischer Award winners.

9. CALFED SMALL GRANT SUBMISSION FOR FUNDING – See Item 6c above.

10. **OTHER BUSINESS** – Rich handed out a list of potential activities he could work on, and asked the Forum to respond to these so he could set his priorities. The activities and responses are as follows:

- a. Participate in IEP Asilomar planning meeting (Aug-Dec) – *Yes.*
- b. Develop a theme for the 2004 annual Meeting, possibly “Modeling from 1994 – 2004” – *Yes, invite Lyle Hoag.*
- c. Develop proposal for Lifetime Achievement Award – *Yes, but only have this as an occasional award, so it does not compete with the Fischer Award, and also acknowledges someone who has reached a distinguished plateau in modeling. Rich is to put together a description of what such an award should acknowledge.*
- d. Develop Facilitator guidance for annual meeting technical sessions and workshops – *Lisa volunteered to work on evaluations directed toward this effort.*
- e. Organize and facilitate workshops in other areas of California, such as So. California – *Some discussion ensued. Topics could include Colorado River projects in California, Statewide Water Transfers, and Bulletin 160. Rich will call MWDSC to see if there is such a need in the So. California area. I think it was decided that Rich is to report back to us when he gets more information.*
- f. Luncheon Meeting –
- g. Technical Tour –
- h. Make new Forum brochure – *Yes. Send to major California water organizations.*
- i. Attend fundraiser/grant proposal training in Sacramento –
- j. Make Forum membership diploma –

- k. Issue Papers -
- l. Meet with Stakeholders, CALFED staff – *K.T. will send Rich some information on this.*
- m. Peer Review –
- n. Publications – *Outreach to Water Districts that do not know us. Advertise our web site.*
- o. Develop a Strategic Plan – *Yes. Tara will give us an example of a plan. Discuss more on this next time. We could also ask the general membership for their ideas.*
- p. Members Needs Assessment – *Yes. This could input into our Strategic Plan.*
- q. Officer Duties – *Spread duties around. Clarify Duties.*
- r. Annual Report Showing Achievements (possibly like SFEI) -

Rich will prioritize the above duties, and make time estimates.

11. **NEXT MEETING DATE** - Next meeting is July 18, at USBR in Sacramento.

Respectfully Submitted
George Nichol, Secretary, CWEMF

ATTENDANCE

Nigel Quinn
Rich Satkowski
Lisa Holm
George Nichol
Tara Smith
K.T. Shum
Paul Hutton
Rob Tull

Convenor, LBNL/USBR
Executive Director, SWRCB
Treasurer, CCWD
Secretary, SWRCB
DWR
EBMUD
MWD
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Proxies: Williams, Peterson, Lund, Headlee, Baker, Thrupp, Deas, Vorster