

CALIFORNIA WATER AND ENVIRONMENTAL MODELING FORUM

MINUTES OF THE STEERING COMMITTEE

Draft

For November 16, 2007

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

Decisions	
Action Items	<ul style="list-style-type: none"> • Write up procedures to follow from now on on how to file the paperwork for a tax-exempt organization – Tara, Lisa, and the E.D. • Attend non-profit class – Tara, the E.D. • Call biologists on possible second salmon/biological modeling session at Asilomar – the E.D. • Nominations for Hugo Fischer award – submittals open to all. • Send out Asilomar registration forms – the E.D. • Asilomar Conference theme – The E.D. will send out suggested themes for comment. • Finding guest speaker – Tara, the E.D., Fred.
Parking Lot Items	<ul style="list-style-type: none"> • How to handle the student attendance at Asilomar. • Adult beverages for IEP Asilomar social. • IWFM peer review – Logistical details need to be firmed up.
Motions	

REFERENCES HANDED OUT:

1. Executive Directors Report
2. Tentative agenda on Delta Nutrient workshop.
3. Tentative sessions for the 2008 annual conference.

MINUTES

1. **INTRODUCTIONS/DESIGNATION OF QUORUM** – The meeting was opened with 10 persons in attendance, and 6 proxies. A quorum was declared.
2. **EXECUTIVE DIRECTORS REPORT** – Items mentioned here were placed into the topics shown below.
3. **SECRETARY’S REPORT** – The minutes for the August 10, 2007 meeting and the September 20, 2007 meeting were approved.

4. **TREASURER'S REPORT** – The Treasurer was absent. See related information under item (5) below.

5. **TAXES** - The Treasurer was absent but the following information was discussed. Our Statement of Information has been filed with the Secretary of State, so we are off of the suspended list. However, a few details remain and are being worked on. CWEMF has hired Carol to be our bookkeeper. We need to write up procedures to follow on how to file the paperwork for a tax-exempt organization. Tara has prepared an instruction list to send out to the Steering Committee for review, on when to submit paperwork, what type of paperwork, etc. There will be a one-day class in December for how to do paperwork for small non-profit organizations. Several present indicated they plan to attend. There was some discussion as to who should submit the annual paperwork in the future to maintain our tax-exempt status. It was suggested that the Executive Director do it, since there is continuity there whereas there is not with the elected officers. As regards the appropriateness of proceeding with future workshops, it was suggested to go ahead and schedule them for after January 1, 2008, assuming we will clean up our non-profit status by then. We can cancel our workshops if the status is not cleaned up by then. At today's Steering Committee meeting we acknowledged Lisa's hard work and time spent in getting the books up to date.

6. **2008 ANNUAL MEETING** -

- a. **San Joaquin River Restoration Session** – Undecided at this time.
- b. **Hugo Fischer Award** – Four sculptures have been made.
- c. **Delta Smelt Session** – The E.D. is checking on this possibility.
- d. **Conference Reservation** – The E.D. has mailed in the payment to Asilomar. We will be in the Longview area, and our group session will be in the Heather Room.
- e. **Fischer Award** - The E.D. has emailed the Calls for Nominations of the Fischer Award.
- f. **Registration** - The ED will send the registration forms out to all hands at the end of the month.
- g. **Fees** – There will be regular registration fees and late registration fees. The reason for late registration fees is to prompt people to pay on time, as we have given incorrect counts to Asilomar in the past that has caused some problems.
- h. **Agendas** - Will be mailed out by Jan. 11, 2008.
- i. **DRERIP Session** – Should this be a workshop, or an Asilomar session? It is a way of making conceptual models. Tina and Dorothy may be interested.
- j. **Salmon/Biological Models** - John Williams had sent an email saying he would be interested in putting on a session on salmon/biological models, and noted whom the likely presentations would be by. John also suggested that someone may wish to organize another biological session to accommodate Steve Cramer, Rick Sitts, etc. Others thought this would be a good idea, to try to incorporate more biological models into the annual conference. The E.D. said he would call John and Rick Sitts about an additional salmon/biological session.
- k. **DSM-2** - A possible talk or session on the DSM-2 work for the Corps of Engineers was mentioned.

- l. **Multi-dimensional modeling** - A multi-dimensional modeling session was discussed.
- m. **Flood control session.** -
- n. **REALM session.** -
- o. **Theme** – Several themes were discussed. The E.D. will send an email to the Steering Committee to see what they think of various themes.
- p. **Guest Speaker**– Several topics and potential speakers were discussed, including Phil Isenberg, Mike Healey, the technical director of the Delta Visions process, and Tom Quinn. Paul, Fred, and Tara will explore the possibility of these persons as potential speakers. The name's of other potential speakers is being sought.
- q. **Students** - The sponsoring of students to the Asilomar session was discussed. This was thought to be a fine idea. There was discussion on how the students would be selected. The students could be selected by professors from the school or by CWEMF members, and their field of study or research should be affiliated with modeling. No final recommendation was yet made on this.
- r. **Social** – Can we provide adult beverages to the IEP participants at the joint session? This was tabled for now, due to running out of time.
- s. **Panel** – The formation of a panel to discuss future needs of modeling was tabled for now.
- t. **Live demos** – Should live demos of modeling be done, perhaps in conjunction with the poster session? This is left up to each poster presenter, as desired.

7. **TECHNICAL WORKSHOPS** –

- a. Delta Nutrient workshop – Scheduled for early 2008. (Fred)
- b. SJV Long-Term Salt Buildup – Scheduled for early 2008. (George)
- c. DWERIP workshop – Scheduled for early 2008. (Marianne)
- d. Watershed Models (Series of 1-day workshops on the various watershed models. (George)

8. **PEER REVIEW**

- a. The E.D. will order 1,000 copies of the peer review primer.
- b. The time duration needed by the future peer reviewers of the IWFM model was discussed. A preliminary estimate had been made at the August Steering Committee meeting, but was very tentative. This will have to be determined in order to make a budget.

9. **MODEL USERS GROUPS** – A DSM-2 model users group meeting was held, and was attended by some new people.

10. **OTHER BUSINESS** –

- a. **White Paper**- The future development of a White Paper on the dimensionality needs of models for the Delta was discussed. It appears that the dimensionality needs depend on such things as the parameter being modeled, the outflow conditions, the geometry of the area being modeled, the accuracy required, etc. It would be good to have an unbiased publication on this that could help in future

decisions on the dimensionality of models needed for specific conditions and situations.

- b. **Emergency modeling service** – The recent oil spill in the Bay brought up the question as to whether CWEMF might get calls in the future from emergency responders as to what models to use to support emergency and cleanup efforts (for example, where would the oil be expected to disperse to?). Should the CWEMF be prepared to suggest models (and be up to speed on their current status and applications) or not. Emergency situations might involve toxic spills into rivers, levee breaks in the Delta, oil spills in the Bay, etc. (KT will contact Pete Smith to see if the Coast Guard had requested any modeling work from USGS to see where the recent oil spill would wend its way to.)
- c. **Growth of Algae in the Delta** – How are phosphorus loads affecting algae growth in the Sacramento River and Delta? Fred says there is a good paper on this. Contact him if you want to be placed on the email list to receive this paper.
- d. **Next meeting** – Jan. 18 at Solano Irrigation District

11. **ADJOURNED** – 12:15 PM

Respectfully Submitted
George Nichol, Secretary, CWEMF

ATTENDANCE

Tara Smith	Convener, DWR
Rich Satkowski	Executive Director, CWEMF
Paul Hutton	Vice-Convener, MWDSC
K.T. Shum	Past Convener, EBMUD
George Nichol	Secretary, CWEMF
G. Fred Lee	GFL & Associates
Marianne Guerin	RMA
Peter Vorster	TBI (on phone)
Rob Tull	CH2M-Hill
Hubert Morel-Seytoux	Hydroprose Consultant

Proxies: Jay Lund, Michael Tansey, Steve Culberson, Nigel Quinn, John Williams, John Headlee