

CALIFORNIA WATER AND ENVIRONMENTAL MODELING FORUM

MINUTES OF THE STEERING COMMITTEE

For September 17, 2010

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

ANNOUNCEMENT	<ul style="list-style-type: none">• NEW EXECUTIVE DIRECTOR ELAINE ARCHIBALD WELCOMED.
Action Items	<ul style="list-style-type: none">• Elaine – Will start drafting a Strategic Plan for CWEMF this coming Spring• Lisa – Check into the USBR dues question.• Tara – Check into the DWR dues question.• Mike – Draft up a game plan for a membership drive.• Elaine – Send out an email to potential session moderators for the annual meeting.
Parking Lot Items	<ul style="list-style-type: none">• Discuss organizational dues increases..
Motions	<ul style="list-style-type: none">•

REFERENCES HANDED OUT:

1. Executive Directors Report.
 2. List of Executive Director Duties.
 3. Suggested 2011 CWEMF Annual Meeting Sessions.
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MINUTES

1. **INTRODUCTIONS/DESIGNATION OF QUORUM** – The meeting was opened with 12 persons in attendance, three persons on the phone, and 2 proxies. A quorum was declared. Elaine Archibald was introduced to the Steering Committee, and started her job as the new Executive Director.

2. **EXECUTIVE DIRECTORS REPORT** – Rich Satkowski and Elaine Archibald met several times over the past month to go over the duties of the Executive Director. Rich will transfer copies of the past Executive Director electronic files to Elaine and to the Secretary. Elaine mentioned that she would like to work with the Steering Committee next Spring to prepare a Strategic Plan for CWEMF. It was mentioned that this plan would include promoting membership, funding, and contacts with key stakeholders.

3. **SECRETARY'S REPORT** – With some minor changes, passed unanimously.

4. **TREASURER'S REPORT** – Stacy was not present today, but it was mentioned that we have a total of \$36,000 (\$18, 100 in general fund and \$18,300 in peer review fund). Our deficit is decreasing, so we are headed in the right direction.

5. ORGANIZATION DUES DISCUSSION –

a. There was much discussion on this issue. The USBR and DWR are our large organizations, and they are going to check with their respective management to see if they can increase their dues (to, say, \$3,000-\$5,000 per year). (At the last Steering Committee meeting it was decided to raise the annual dues of mid-size organizations to \$2,500). Make the dues of large organizations an agenda topic for next meeting.

b. The question arose as to how can we get more organizational members. Should we approach those organizations whose names appear on our CWEMF website, but who are not current in their dues, and ask if they want to pay their dues now. If they do not, then we should remove their names from the website, so that our website is correct and current.

c. Should we have a membership drive? Four years ago we started to have a membership drive, and drafted up a letter to send out with a CWEMF brochure, but we didn't send it out.

d. The IEP could probably expose us to a large number of organizations who might want to have membership. *(It was mentioned that the IEP is developing a biological modeling capability. We should find out what their goals in this effort are, and see if we can assist or complement their efforts.)*

e. When we are asking private companies for donations to our Asilomar coffee break and social event activities, we should also ask them if they want to become members. This again brought up the question as to whether we want to have an organization size below the large organizations, with their \$2,000-\$5,000 annual dues, and the mid-size organizations, with their \$2,000-\$2,500 annual dues. Perhaps private companies would join if their dues were of a lesser amount annually. Or, perhaps, have a third category called the "sponsorship category". Companies may be more willing to donate if they know their contribution is going toward a specific need of CWEMF at that time. (Paul got a \$200 contribution for Asilomar social activities for 2011 from MBK recently. Watercourse Engineers has sponsored the poster session for many years. At the last annual meeting we had social activity contributions from CH2M-Hill and MWH Americas.)

f. We need to come up with a game plan on the above items.

g. It was mentioned as a possibility that rather than asking private companies for annual dues or for funds for a specific activity, it might be best to just ask them to give to where it will do the most good at that point in time.

h. If we had more workshops per year it would stimulate membership, especially if the topics were hot topics at that point in time.

i. Mike Deas volunteered to draft up an overall game plan for a membership drive, and Marianne and Tara agreed to help.

j. In short, we need a public relations effort.

6. WORKSHOPS – Some of the potential topics or comments for workshops and related items as discussed today are listed below. Marianne has accumulated a more complete list of other tentative workshops.

a. Real-time water quality management

b. The new SWRCB's Delta Flows report for the Delta does not address how water quality will be affected in the Delta. Could this be the basis for a workshop?

c. Workshop on how SWRCB's Delta Flows will be implemented.

d. Question: Does CWEMF have guidelines for how much modeling has to be in a CWEMF workshop? (Data and databases are OK for CWEMF workshops, because data is foundational to modeling.) For example, could there be a workshop on Delta biological objectives?

e. How the BDCP plan for the South Delta will affect hydraulic detention time there.

7. PEER REVIEW

a. CWEMF will conduct a workshop in preparation for the anticipated “Comparative Central Valley Groundwater Models Peer Review”. Rich and Brian Heywood are the contacts for the preparatory workshop. The paperwork for this cost-sharing peer review will be officially submitted to the USBR in October (start of new federal fiscal year).

8. USER GROUPS – A Newsletter went out for the DSM2 workgroup. The DWR will be starting a new multi-dimensional Delta model (the Multi-D Model), and a user’s group might be started for this. The WARMF model might be having a user’s group.

9. 2011 ANNUAL MEETING

The 2011 theme is “Bringing Together The Disciplines for Creative Water Solutions”. We went over the tentative suggested sessions that Rich had drawn up from previous suggestions. It was suggested to send out an email to potential moderators asking if they would be willing to put together a session. The new Executive Director volunteered to do this, as a good way to introduce herself to our members.

Additional sessions suggested were (1) In-Delta Water Use and Evapotranspiration, (2) The REALM model, and (3) a second DSM2 session. It was mentioned that any session should have no more than 4 speakers, and that one of the moderators duties is to get the abstracts before the annual meeting, and to get the Power Point presentations within a suitable time after the meeting for web posting.

For the featured evening speakers, the names of Art Baggett (SWRCB), Peter Gleick (Pacific Institute) , and Jim Cloern (USGS) were mentioned. All were deemed to be excellent choices. As a plan, Mike Deas will contact Art Baggett first, and then if needed Elaine will contact Jay Lund who knows Peter Gleick. It had been mentioned that Jim Cloern had made an excellent presentation to the NRC recently on the overall status of the Delta, and this would also be a good topic for an evening speaker.

10. OTHER BUSINESS – None.

11. ADJOURNED – 12:00 NOON. Next meeting is on November 19 at Solano Irrigation District Office in Vacaville.

Respectfully Submitted
George Nichol, Secretary, CWEMF

ATTENDANCE

Paul Hutton	Convener	MWD
Elaine Archibald	Executive Director	CWEMF
Marianne Guerrin	Vice-Convener	RMA
George Nichol	Secretary	SWRCB

Tara Smith
Mike Deas
Rich Satkowski
Lisa Holm
Ben Bray
Peter Baker
Rob Tull
G. Fred Lee

Past Convener

DWR
Watercourse Engineering
Public Member
USBR
EBMUD
Stillwater Sciences
CH2M-Hill
GFL & Assoc.

On Phone: Mark Gowdy, Lucinda Shih, Hubert Morel-Seytoux,
Proxies: Jay Lund, Stacy Tanaka