

CWEMF Steering Committee Meeting Minutes of July 20, 2012

ACTION ITEMS

1. At the next Steering Committee meeting, provide a summary of in-kind hours provided by CWEMF to date for the groundwater peer review -Elaine
2. Check on the possibility of having a watershed restoration workshop –Mike Deas
3. Suggest a method for version control for the groundwater peer review – Rich Satkowski
4. Check on the Folsom meeting sites for the annual meeting's evening session – Bill Smith
5. Recommend a way to build up our rainy day fund – Stacy Tanaka
6. Provide a status of the State Water Board workshops at the next steering committee meeting – Rich Satkowski

PARKING LOT ITEMS

1. Discuss how peer reviews are to be handled in the future. Prepare a clear instruction on this.

MOTIONS

1. A motion was made and seconded and passed to raise the Executive Director's annual salary to \$30,000.

1. INTRODUCTIONS/DESIGNATION OF QUORUM – This was done. 13 persons were in attendance and 3 were on the phone, and a quorum was declared.

2. EXECUTIVE DIRECTOR'S REPORT – This is included in the discussions below, were appropriate.

3. SECRETARY'S MINUTES – Passed unanimously.

4. TREASURER REPORT -

We ended this year in the black, with a net revenue balance of \$39,225. This was mostly due to the annual meeting. Elaine and Stacy are going to meet to go through the profit and loss statements so that they can close the fiscal year 2011 books and submit CWEMF's tax forms before the Sept. 30th due date.

5. ORGANIZATIONAL DUES UPDATE -

The first half of the annual dues payment from the USBR (\$2500) was received early, so Elaine will amend the dues agreement to account for this. She will send a copy of the amended agreement to the USBR.

6. EXECUTIVE DIRECTORS COMPENSATION -

a. A new agreement has been developed for Executive Director services. Two new issues which have been added onto the agreement are (1) when to send the invoices, and (2) how the Executive Director should be involved in peer reviews.

b. The desire for peer reviews is that the Executive Director will assist under a separate funding agreement from the entity wanting the peer review done. However, to get started in any peer review, the Executive Director will be authorized to use up to 10 hours of CWEMF funds, with an additional 10 hours authorized if needed.

c. Elaine's duties in a peer review will be variable, depending upon the needs of the review. One duty might be report review. We don't have general contributions for peer reviews anymore as we did in the past. However, we still have \$18,000 left over from past contributions. Agencies wanting future peer reviews of their models will be asked to help fund the reviews, with CWEMF most likely providing in-kind contributions. Marianne, Elaine, and Stacy will work on the language for a peer review procedure document.

d. A motion was made to approve the Executive Director's contract for \$30,000 annually. The motion was seconded and passed unanimously, with one abstention. An agenda item for the next meeting is as follows: (1) should the contract be reviewed annually?, (2) is it an agreement or a contract?, (3) is the duration of the contract through July 20 or 30 (*these 3 items are currently being checked on with Elaine*)?

7. User Groups - The next DSM2 meeting will be in October. Quarterly meetings are still being held. The WEAP model has an on-line forum that works well. There questions can be posed and answered. The last WEAP workshop was a success. There is some interest for a follow-up workshop, possibly in the Santa Clara area. The IWFM group meets approximately annually. Nigel will check on this.

8. TECHNICAL WORKSHOPS

a. **WEAP Model** – 29 people attended. The USBR gave good support. The location worked out well for this sort of activity where everyone brings their own laptop. The software was obtained and loaded before the meeting date. The project screen was hard to see from the back of the room. Ben bought power strips that we can use for future CWEMF activities. Ben used Survey Monkey for the evaluations. Ben sent a thank-you letter to the WEAP presenters. This workshop will probably increase networking among the various WEAP users. After \$90 was spent for refreshments and \$50 for power strips, the net take was about \$1,000.

b. **Delta Island Consumptive Use** - This joint workshop between UCD and DWR may be held on August 10 or Sept. 20. This will be an overview, and not go into the model in depth. Dr. Fleenor is getting a room at UCD. CWEMF is considered a co-sponsor of this event. The all-day workshop will be free to CWEMF members and \$50 for non-members. The question arose as how to advertise this event. Get the flyer to Elaine, and she will send out to the CWEMF mailing list.

c. **C2VSIM Model** - Charlie Brush of DWR may want to do a workshop on this, using the DWR Training Center. Perhaps in September. The new version will be covered.

d. **INTEGRATED REGIONAL WATER MANAGEMENT AND PLANNING** - Rich Juricich is interested in a workshop related to this topic. Perhaps the Stockholm Environmental

Institute and CWEMF could be involved.

e. **MEASURING AND DATA ON IMPAIRED FLOWS** - Peter Vorster is interested in this.

f. **WATERSHED RESTORATION SCIENCE** - Chris Bowles of CBA consulting has been doing this. Mike Deas will check with him on the possibility of a workshop. Real projects on this topic are hard to find. The IEP would be interested in this.

g. **IMPACT OF ORGANIC CARBON IN THE DELTA** - This would be of interest to drinking water agencies. Mike Deas will check on this topic.

9. GROUNDWATER PEER REVIEW WORKSHOP -

This went well, with 40 attendees. The two peer reviewers sat at the front of the room and the three models were presented to them. The need to put boundaries around what versions of the three models should be reviewed was discussed, as the models keep changing with time. Rich accepted the task of version control. He will start an email chain on his thoughts of how to best do this. Rich will send a copy of the session attendees to the Steering Committee.

10. STATE WATER BOARD WORKSHOPS

a. Three workshops will be held by the Board covering the Delta. These are:

(1). Ecosystem changes in the low salinity zone (Sept. 5-6)

(2). Fishery Resources (Sept. 18-19, and Oct. 1, if necessary)

(3). Analytical Tools (Oct. 2-3)

b. The purpose of these workshops will be to inform the Board on what new information is available since the release of the 2009-2010 reports on in-stream flows. The emphasis may be more on the biological side. These will be held in the CalEPA Building. These workshops will have panelists. There are 97 volunteers to serve as panelists from 20 organizations. Brock Bernstein, a scientist from an ocean fisheries organization, will organize workshops and serve as facilitator. There will be 8 panels, such as the Delta Stewardship panel, a fishery panel, an environmental NGO panel, an In-Delta water use panel (such as the Sac Regional WWTP), a contractor panel, and a Sacramento Valley and San Joaquin Valley upstream use panel.

c. Two weeks before each workshop, interested parties can submit written information if desired. A question arose as to whether CWEMF should advertise these workshops. It was mentioned this was probably not necessary, as the Board has advertised them on their IRIS list.

d. A possible future involvement of CWEMF could be if more information is needed on analytical tools after the workshops are completed. At the September steering committee meeting have an agenda item on the status of these workshops, for 15 minutes.

11. ANNUAL MEETING

IEP feedback from the annual meeting was good. We need to improve on the second room (too small). Elaine is still collecting for the past 2012 meeting. So anything we can do in the future to get the registration fees up-front would be helpful. At the September steering committee meeting have an agenda item for the next annual meeting. The anticipated dates for the 2013 meeting are

April 22-24, with the IEP. The Sudwerk's restaurant holds 80 in the banquet room. If used we probably would not have our posters there. Another restaurant in old Folsom has a large basement. The City of Folsom has a Community Center and clubhouse that might be available, but we would have to use their caterer. Bill will check more on this.

12. STRATEGIC PLAN -

Should we emphasize different things in different years? Elaine mentioned that every few years CUWA did so. That is, CUWA's goals did not change, but their strategy did. In planning our strategy, we need to decide who we want to be, and how do we get there. A question arose as to whether we are too monolithic. Why do the NGOs, non-profits, and biologists not come to the workshops and annual meeting? Figure out what they need. Talk to them. Should we let outsiders have a session at the annual meeting? Let's lay out our goals first, and then get into small groups to determine how best to achieve these goals. Have this as a 30-minute topic at the next steering committee session.

13. OTHER BUSINESS

We need to start our rainy day fund. Our goal is to have one year of operating expenses set aside. We need to determine how fast to build up this fund. Stacy will recommend a way to do this at the next steering committee meeting. We will vote on how much to set aside, and the pace for doing so, at the next steering committee meeting.

14. ADJOURN – 12 NOON.

Respectfully Submitted, George Nichol, Secretary of CWEMF

ATTENDEES

Mike Deas
Bill Smith
Stacy Tanaka
Marianne Guerin
Elaine Archibald
Ben Bray
Kijin Nam
G.Fred Lee
Paul Hutton
Nigel Quinn
George Nichol

ON PHONE

Rich Satkowski, Tara Smith ,Jobaid Kabir

