

July 14, 2005

CALIFORNIA WATER AND ENVIRONMENTAL MODELING FORUM

Draft
MINUTES OF THE STEERING COMMITTEE

For May 20, 2005

(This meeting was held at a hotel conference room in Davis.)

I. SUMMARY

A. ACTION ITEMS

1. **Letter of Introduction to Stakeholders** – Rich will continue to work on this and get it mailed.
2. **CALSIM II Peer Review** – The Oversight Committee formed will set up the peer review and select panel members for the review

B. MOTIONS PASSED OR TABLED –

1. **CALSIM II Peer Review** – A motion was made, seconded, and passed to set up an oversight committee to provide oversight on the peer review process.
2. **Travel Costs** – A motion was made, seconded, and passed to help with travel costs for persons whose travel costs to Steering Committee meetings are unfunded by their employer.

C. REFERENCES HANDED OUT

1. Executive Directors Report
 2. Draft Letter of Introduction to Stakeholders on the CWEMF Mission
 3. 2005 CWEMF Membership Roster
 4. Framework for a Peer Review of the CALSIM II San Joaquin Valley Representation
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II. MINUTES

1. **INTRODUCTIONS AND WELCOME** – The meeting was opened with 9 persons in attendance, and 3 proxies held. A quorum was declared.
2. **SECRETARY'S REPORT** – The minutes for the March 18, 2005 meeting were approved.
3. **TREASURER'S REPORT** – Not presented at this meeting.

4. EXECUTIVE DIRECTORS REPORT –

a. **Joint 2006 Annual Meeting Potential** – IEP will be meeting at Asilomar, and wants to set up a joint agenda with CWEMF. Should CWEMF and IEP overlap on the same days, or be one day off. Will know by August 4. The IEP wants more workshops than they had in 2005. Let's keep one day for ourselves, without overlap. Tuesday night will be our night, and Wednesday we'll all be together and have a joint poster session if IEP agrees. Let's integrate some sessions, too. There are 38 Power Point presentations from the Asilomar session on our web site now.

b. **CEQA/NEPA Workshop** – Jones & Stokes expects to help in the morning training, and modeling studies using CEQA will be presented by others in the afternoon. Russ Brown and Terry and Rich will get together on this.

c. **Letter of Introduction To Stakeholders** – Some discussion ensued on how best to get actions and reactions on the letter. Rich will continue to work on the letter and get it sent out.

5. **PEER REVIEW** – The Forum and the CBDA Science Program, in collaboration with USBR and DWR, will conduct a peer review of the recently developed San Joaquin Valley representation in the CalSim II model. The USBR has funding for their internal consultants for peer review support. We also need to have external peer reviewers. A motion was made and passed for the Steering Committee to allocate \$20,000 in the Peer Review Fund to support this review. In addition, the Steering committee authorized up to \$30,000 from the Forum's General Fund to pay for expenses that are recoverable from contributions to this review from other agencies. The Steering committee delegated its authority in regard to this peer-review activity to an Oversight Committee consisting of KT Shum (Chair), Nigel Quinn, Lisa Holm, and Marianne Guerin. This Oversight Committee has the authority to finalize selection of Panel members and in all other decisions related to this review process. It will report to the Steering Committee during its regularly scheduled meetings, or more frequently if warranted, over the course of the review. There are several workshops planned as a part of this peer review, with the first in July or August. The caveat was to be careful and open in peer reviews.

6. **TECHNICAL WORKSHOPS** – The Executive Director's report lists the potential workshops coming up. The CALSIM II peer review described in (5) above will also evolve into some workshops. It is anticipated that these follow-on workshops will be held in September and October.

7. **LONG-TERM WATER MODELING FRAMEWORK** - The Long-Term Planning workshop has been postponed to the Fall. Jay will make a presentation to the California Water Plan group.

8. **MODEL USER GROUPS** – The DSM-2 had a large group meeting. The IGSM and MIKE groups are still going along.

9. **MEMBERSHIP** – See Executive Director handout.

10. **WEBSITE** - Rich has added more links on the web site. There is good use of this site, as evidenced by the number of hits recorded. List future events. Possibly an intern from UC Davis can help maintain the site.

11. **NEW SIGNIFICANT DEVELOPMENTS IN THE WATER COMMUNITY** – The Non-Point Source Conference is coming up in Sacramento in November.

12. **OTHER BUSINESS** – For our peer review contracts, can we use CALFED's standard contract? There was discussion on how the CWEMF could help pay for the transportation of persons to the Steering Committee meetings if they are unfunded for this from their agencies. A motion was made and passed (1 abstention) to do this, but the details were not worked out at this time.

13. **ADJOURN** –

Respectfully Submitted
George Nichol, Secretary, CWEMF

ATTENDANCE

K.T. Shum
Rich Satkowski
Tara Smith
Lisa Holm
George Nichol
Jay Lund
Rob Tull
Mike Deas
Marianne Guerin

Convenor, EBMUD
Executive Director
Vice-Convenor, DWR
Treasurer, CBDA
Secretary, SWRCB
UCD
CH2M
Watercourse Engrs
CCWD