

CALIFORNIA WATER AND ENVIRONMENTAL MODELING FORUM

MINUTES OF THE STEERING COMMITTEE

(Draft)

For May 20, 2011

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

Decisions	•
Action Items	<ul style="list-style-type: none"> • Determine the senior's annual dues structure for other professional organizations – George • Estimate how costs may break down for Asilomar if state personnel cannot attend – Elaine and Stacy • Prepare plan for biological opinion presentations – Marianne, Ben, Tara
Parking Lot Items	<ul style="list-style-type: none"> • Strategic Plan preparation
Motions	<ul style="list-style-type: none"> • Changed the annual meeting fee terminology to “early registration/on-site registration.” • Added \$2,500 to the Executive Director pay for the current fiscal year.

REFERENCES HANDED OUT:

1. Executive Directors Report.
2. Summary sheet of how Travel Restrictions might impact number of persons attending Asilomar and related income.
3. Workshop Status Report.

1. **INTRODUCTIONS/DESIGNATION OF QUORUM** – The meeting was opened with 10 persons in attendance and three persons on the phone. A quorum was declared.

2. **EXECUTIVE DIRECTOR'S REPORT** – The Asilomar Power Point presentations (those that were sent in) are posted on the CWEMF website. We did well professionally and financially at Asilomar. Marianne will add this comment to her letter (see last month's minutes) that she will be sending out to the entire membership list. Other Executive Director information appears below.

3. **SECRETARY'S REPORT** –Passed unanimously.

4. **TREASURER'S REPORT** –

a. Our financial situation has improved. There is \$63,400 total in the bank, with \$45,200 in the general fund and \$18,200 in the peer review fund. Our expenses to date are \$34,000. So we are now in the black. Seven people still owe us for the annual Asilomar meeting.

5. **ANNUAL MEETING** –

a. **Change in Fee Terminology** - A motion was made to change the nomenclature of the Asilomar “regular fee/late fee” structure to “early-registration fee/on-site fee”, which is more in

keeping with how other professional associations call their fees (the money amounts do not change). This motion passed unanimously. Elaine will make this change.

b. **WiFi**- Asilomar is installing wi-fi in the lodging rooms.

6. MEMBERSHIP DUES

a. **Institutional dues** - Elaine has sent out the initial institutional invoices. Some of the institutions cannot pay until their new fiscal year starts on July 1.

b. **Individual member dues** - Invoices were also sent out to individual members who did not come to Asilomar this past February where the individual dues are normally collected.

c. **Senior dues** – The question arose as to how to keep the senior members, with their wealth of knowledge, in the organization. Senior members often have a reduction in income due to retirement or participation in part-time work, and often have to consider dropping their memberships in their organizations. Many organizations recognize this and offer senior discounts in annual dues. George will look into how such organizations as ASCE, WEF, and AAEE handle their senior discounts, and bring this information to the next meeting. It was also mentioned that seniors might volunteer some time in lieu of paying their annual dues.

7. IMPACT OF TRAVEL RESTRICTIONS (ON ANNUAL MEETING)

a. State personnel travel has been restricted to “mission-critical”. This will have an impact on Asilomar attendance next year, and may even affect local workshops. One-third of this year's Asilomar attendees were from the State, and these State people composed 60% of the speakers. It was decided to hold off on the Asilomar deposit until after the July Steering Committee meeting.

b. The following ideas arose related to Asilomar funding:

- (1). Help fund Asilomar costs with Sacramento-based workshops over the year.
- (2). Try for sponsorship from State Contractors.
- (3). Ask if Asilomar can decrease fees.
- (4). Use DWR webcasting to Asilomar (but this will decrease the valuable interactions).
- (5). Are there fund-raisers we could do?

c. In July, Stacy and Elaine will present how the costs may break down for Asilomar next year if State personnel cannot attend.

d. Most today seemed to want to go to Asilomar next year, the reason being the annual modeling meeting at Asilomar is what defines CWEMF. But to do so we would still have to get the critical state power point presentations to present there.

e. In July, let's lay out some scenarios of how things might go at Asilomar next year. For example:

- (1). If the annual meeting is in Sacramento, this will affect participation by ---.
- (2). If the annual meeting is at Asilomar, this will affect finances by ---.

Anyone with a scenario let Elaine know.

f. The question arose as to whether a State worker going to Asilomar (say paying their own costs) would be on State time or on vacation time. How would the travel restriction interpret this situation? (Someone mentioned that it would have to be on vacation time.)

8. TECHNICAL WORKSHOPS

a. **CalLite Webinar** – Will do a webinar, rather than a workshop. The question arose as to whether CWEMF (if involved) would make money or lose money on a webinar. Perhaps we

could use PayPal to help us gain some needed income from the webinar. One problem with a webinar is that it does not allow for interaction. DWR is raising money for a later peer review.

b. **Biological Opinion Workshop** – Should this be divided up into a brown-bag series? Will use a multi-disciplined set of speakers (possibly including attorneys, Walter Burau on CalSim, smelt person, salmon person, Chuck Hansen, Phil Bennett, Tina Swanson, Brad Camello, Sheila Green, etc). Give equal airtime to all sides. Can't be one-sided. Presenting foundational stuff would be OK. Include expected climate change effects. Need to get both biologists and engineers together. The question arose as to what types of controversies should CWEMF be involved in? A Plan of Action should be drawn up on preparing this. Cover who can and who cannot present, do as a two-step process (define scope first (USBR), then find speakers). Could do a series of brown-bags or workshops. Have a balanced ticket. Determine who is on one side, who is on the other side, and who is in the middle. Present the DWR and USBR views. Ben will work with Marianne and Tara on this.

c. **Other Workshops** – For other workshop ideas, let Ben know.

9. PEER REVIEWS

Groundwater Peer Review - Had a brief delay regarding a DUNS number, but that is resolved. The grant will be for two years. It was suggested to start with an all-day workshop. There will be speakers from all three models involved.

10. MODEL USER GROUPS

The DSM-2 User Group is doing well. Its newsletter is being developed.

11. OTHER BUSINESS –

a. **One-Time Adjustment to Executive Director Pay** – The \$25,000 available to the Executive Director, normally to last to June 30, has been spent. This is due to such unexpected costs as sorting out the old financial system, answering the IRS tax questions being raised, following up on who has paid and not paid dues and Asilomar registration costs, etc. It was felt that an additional \$2,500 was needed to pay the Executive Director for the work to be accomplished to June 30. A motion was made, seconded, and passed unanimously to do this.

b. **CWEMF Strategic Plan** – On hold for now.

12. ADJOURN – 12:00 noon. Next meeting July 29, 2011, from 9:30 – 12:00 noon, location TBD.

Respectfully Submitted
George Nichol, Secretary, CWEMF

ATTENDANCE

Marianne Guerin	Convener	RMA
Elaine Archibald	Executive Director	CWEMF
Ben Bray	Vice Convener	EBMUD
Paul Hutton	Past Convener	MWD
Stacy Tanaka	Treasurer	Watercourse Engr. Inc.
George Nichol	Secretary	SWRCB

Rob Tull
Tara Smith
G. Fred Lee
Jobaid Kabir

CH2M-Hill
DWR
G. Fred Lee & Assoc.
USBR

On Phone: Nigel Quinn, Rich Satkowski, Lucinda Shih

Proxies: Hubert Morel-Seytoux and Jay Lund