

March 29, 2000

BAY-DELTA MODELING FORUM

MINUTES OF THE STEERING COMMITTEE

For January 21, 2000

(This meeting was held at the Metropolitan Water District Office in Sacramento.)

a. ACTION ITEMS

- a. Nigel Quinn and George Nichol – Check into membership cards for the Forum members.
- b. Spreck Rosekrans – Solicit more comments at Asilomar regarding the Executive Directors role and the Forum's long-term goals.
- c. Executive Director – Take steps to get Phase 2 of the hydrodynamic / salinity peer review moving.
- d. Richard Denton – Check with Prof. Sobey at UCB and see if he will be able to make an Asilomar presentation on Phase 1 peer review status.
- e. Rich Satkowski – Make up a list of pro and con recommendations regarding potential Forum name changes in an expanding modeling role.
- f. Richard Denton, Rich Satkowski, and Spreck Rosekrans – Meet as a nominating committee and provide nominations for the future Convenor.

b. MOTIONS PASSED

- a. Ask the full membership at Asilomar to accept a change in the By-Laws as regards membership status.
- b. Ask the full membership at Asilomar to accept a change in the By-Laws as regards the magnitude of annual dues.
- c. The Models Protocols report was accepted.

c. REFERENCES HANDED OUT

- a. Income Strategy for the Bay-Delta Modeling Forum (Draft Proposal), (5/18/99 Revision)
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1. CALL TO ORDER – Done by Spreck Rosekrans.

Attendance:

Spreck Rosekrans	Environmental Defense
John Williams	Executive Director
Judith Garland	EBMUD
Kevin Long	SWRCB
John Headlee	Corps of Engineers
Nigel Quinn	LBL/USBR
Francis Chung	DWR
Lenore Thomas	USBR
Rob Tull	CH2M-Hill
Pete Rhoads	MWD
Richard Denton	CCWD
Rich Satkowski	SWRCB
Grace Chan (telecon)	MWD
George Nichol	CVRWQCB

Proxies:

Francis Chung for George Barnes DWR
Other proxies for: Hubert Morel-Seytoux, Peter Vorster, Wim
Kimmerer, and Pete Smith.

Quorum declared.

2. SECRETARY’S REPORT - Minutes from last meeting approved.

3. TREASURER’S REPORT – The income for the past six months was about \$10,000, and the expenses were \$13,750. The invoices are now out for the coming year, and will bring in new income. The Forum currently has 20 institutional members. There is \$38,000 in the general fund, and \$53,890 in the peer review fund. Doug Shield’s travel (from Mississippi) and handouts (for the riparian and hydraulic conveyance workshop) were \$1,000. There was some discussion of making membership cards, and handing them out at Asilomar. Nigel Quinn and George Nichol volunteered for this effort. The Executive Director will put the new names of members on the list server.

4. EXECUTIVE DIRECTOR REVIEW AND FORUM GOALS – About six more persons have sent input to Spreck concerning this topic. Spreck will discuss this topic at Asilomar. Spreck will solicit more comments there. Richard Denton asked how big we want the Forum to be, and how many goals we want the Forum to have. This question relates to how many Forum employees we will have to hire. The Executive Director thought that the Forum’s strength

comes from its volunteer members, not having paid employees as staff. Nigel suggested having user's groups for various models. The DWR has this arrangement, and it works out good. For example, the Integrated Groundwater and Surface Water Model (IGSM) of DWR has 40 people on its user group, of which Nigel is one. Rob Tull agreed, citing the user group for the Surface Water Management Model (SWMM) model. These user's groups hopefully will follow the "Protocols" report which Rich Satkowski et al have just completed. Perhaps one goal of the Forum is to aid and abet, or facilitate, user's groups. The Forum could possibly perform some sort of peer review on models with large user's groups. Francis mentioned that the overall purpose of the Forum is not enforcement, but is protocol development, peer reviews, support of user's groups, and furnishing help and experience.

Spreck suggested putting the ISGM model on the Forum's bulletin board. We can have bulletin boards on our web site for posting information on user's groups. By doing so the Forum would be fulfilling its educational role. The bulletin board could also list where the models are located, and which models exist. Rob said that the SWMM model has a bulletin board that people around the world respond to. These user groups bulletin boards are informal and give good feedback. The EPA has a more formal users group bulletin board for SWMM, but another bulletin board is strictly an information exchange bulletin board. Such bulletin boards would be a service to our members. Here e-mail exchanges can be made with other users. Use web bulletin boards. Nigel suggested we start by using ISGM as our first model being put onto a Forum user's group bulletin board. Margaret suggested using SFEI for our user group bulletin board: it would be low cost and do-able. Everyone feed ideas on this to Nigel.

5. BDMF DUES STRUCTURE – See Reference 1 handout. It references sections of the By-Laws. Section 6.02c members would have a seat on the Steering Committee. There was also discussion on what constitutes a parent agency and a sub-agency as regards paying the dues. Sub-agencies with a fair degree of independence are considered as separate agencies as regards institutions dues. This was the original intent of the founding members. Rich Satkowski suggested making \$2,000 per year the minimum for corporate dues. Grace Chan mentioned that she thought one number for dues for all corporate members would be best, and Lenora Thomas agreed. Lenora felt that if more money is needed than the dues collect, then ask an agency to pay the Forum for a task that the Forum could perform.

The Executive Director suggested we address this question in two parts: (1) a change would be needed to the By-Laws to change the dues structure into the three classes shown as Section 6.02c in the reference; (2) the Steering Committee would then determine what the cost should be for each of those three classes. Rich Satkowski made a motion to ask for a By-Law change of the membership status at the annual business meeting at Asilomar with the full membership present. This passed unanimously. Rich then made a motion for the Steering Committee to accept the Reference 1 handout as it currently reads (for presentation to the full membership at Asilomar) with the three classes of memberships (see page 2 of the referenced handout),

except make \$2,000 the minimum annual dues. There was some discussion of how civil service agencies can pay varying amounts of dues. There was some discussion on whether a minimum amount could be suggested, with the agency having the option to pay more if it wanted to. Rich made a motion to have \$2,000 as the minimum annual dues, but the vote was two members for it and eleven against it. A new motion was made and passed to ask the full membership at Asilomar to accept the change in the dues structure without mentioning the word minimum in the costs shown. Thus, there will be a new dues structure, pending a change in the by-laws by the full membership.

6. ANNUAL MEETING –

- a. Hugo-Fisher Award - Francis Chung has the submitted packets for the Hugo Fisher Award. Bruce Herbold of EPA has nominated a person for his work on spreadsheet model development and application for the CALFED gaming process. Chris Enright of DWR has nominated several persons for their extensive modeling work over the years. George Barnes needs a team to grade to review the proposals and oversee the voting by the Steering Committee. Nigel mentioned to make sure to let whoever is selected to know so they can make a presentation at Asilomar. Francis Chung will make sure that the nomination packages are sent to all Steering Committee members over the e-mail, so they can vote. The vote is due by Jan. 31, at 5 PM, to George Barnes (gbarnes@water.ca.gov)
- b. Status of Peer Review – For the Plenary Session, more than likely Prof. Sobey can't come and address his review of the 1-D hydrodynamic/salinity models because of his teaching schedule. This may then require that a Forum member get the current status from Prof. Sobey and make a presentation instead. Richard Denton will check with Prof. Sobey as to whether he will be able to make the Asilomar presentation. Prof. Sobey and Hubert Morel-Seytoux are to meet with the modelers and conclude Phase I. The Executive Director will take steps to get Phase 2 moving, and have it unaffected by the schedule of Phase 1.
- c. Forum Name Change – Rich Satkowski proposed a change of the Forum's name. This is because a name that conveyed the image of a larger geographical area would most likely attract new institutional members to the Forum. He asked for discussion now, and said this proposal could be followed up on at the Asilomar meeting with the entire membership. Rich will write up a recommendation list to present there.
- d. Officers – George Barnes has new duties at DWR and cannot be the upcoming Convenor. Richard Denton, Rich Satkowski, and Spreck are to be on a nominating committee to select candidates for a new Convenor.

7. MODELING PROTOCOLS REPORT – Rich Satkowski handed copies out, and mentioned that the report was ready for acceptance by the Steering Committee today. Rich said he will still insert a section on proprietary models into the report. A motion was made, seconded, and passed unanimously to accept the report. It will now be put onto the web and sent to all agencies. Hubert Morel-Seytoux mentioned that he is writing a chapter for a math modeling book, and wants to incorporate the report's Executive Summary into the chapter and give the Forum credit in the book. This idea was favorably received.

8. WORKSHOPS – The Upstream Dam Operations Workshop was held. It was noted that PG & E had no representatives there. The Riparian and Hydraulic Conveyance Workshop had about 175 persons in attendance, and the Forum signed up many new members. It was mentioned that this workshop tapped into a new use of modelers. The Conceptual Model Fishery Workshop is scheduled for Redding, and will test hypotheses made for Clear Creek. This latter workshop will have an official note-taker present. White papers will be made up from this workshop and be distributed at Asilomar. A potential workshop is for fishery screw-traps.

A future Hydrodynamic/Salinity Model Workshop may be held to see how well the current models being used in the Delta could serve as operation models. How well would they have worked in the predictive mode. The models would run the December 1999 conditions, when salinity intrusion was still extensive in the Delta. There was some discussion as whether this workshop could be used to bring in some income from then agencies. For the San Joaquin River, there was some mention that the DSM-2 model may replace SJRIO as the predictive model.

The State Water Resource Control Board has a workshop on Jan. 31, the topic being Protocols for Evaluating Water Rights on Coastal Streams. The Forum has given some input to this topic as regards the use of models. There will be a CALSIM training workshop in March. It will be a joint DWR/USBR workshop. A Users Group Bulletin Board is being set up for CALSIM, and will link through DWR.

Richard Denton suggested the possibility of a "Re-Diversion Workshop, to test the transfer of waters around the San Joaquin Valley. Possibly DSM-2 could be used for this. A Carriage Water Workshop by CALFED and the Forum is being considered.

9. PEER REVIEW ACTIVITIES – Two reviews are currently underway, these being the hydrodynamic /salinity modeling review and the UCD fishery and water temperature modeling review. Mike Deas of UCD will have a status report by the end of next week on fishery and water temperature modeling.

10. NEXT STEERING COMMITTEE MEETING – Set for March 17 at the Environmental Defense office in Oakland.

(PS. The minutes from the annual business meeting at Asilomar will follow in a few days. Of note at the annual meeting was that Robert Tull of CH2M-Hill was elected as the Convenor, and Lenore Thomas of the USBR as the Vice-Convenor; the By-Laws were changed as regards the membership status and dues structure; and the Forum considered a name change to reflect a potential growing service area.)

Respectfully Submitted,

George Nichol, Secretary
Bay-Delta Modeling Forum