

CALIFORNIA WATER AND ENVIRONMENTAL MODELING FORUM

MINUTES OF THE STEERING COMMITTEE

For January 22, 2016

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

Decisions	
Action Items	<ul style="list-style-type: none">• Send out an email to the annual meeting subcommittee on steps needed for paper submissions for annual meeting presentations – Josue• Send out an email to the annual meeting planning committee on suggestions for the theme of the annual meeting - Elaine• Work out the time for the student session with the annual meeting planning committee – Holly• Send out emails to CWEMF members who have helped get sponsors in the past, asking them to do so again – Elaine• Send out the institutional dues soon - Elaine
Parking Lot Items	<ul style="list-style-type: none">• (Located at end of minutes.)
Motions	<ul style="list-style-type: none">•

REFERENCES HANDED OUT:

1. Executive Director’s report.
2. Minutes of the Sept. 18, 2015 Steering Committee meeting.
3. Treasurer’s Trial Balance
4. Workshop Status Report
5. Draft Action Plan for 2015-2018
6. Preliminary List of Sessions for 2016 Annual Meeting
7. Detail on Proposed Sessions for 2016 Annual Meeting

1. INTRODUCTIONS/DESIGNATION OF QUORUM – The meeting was opened by Josue with 8 persons in attendance, 8 persons on the phone, and 1 proxy. A quorum was declared.

2. AWARDS –

a. Ben went over the criteria pertaining to the three possible awards. The Awards subcommittee made their recommendations to the Steering Committee. Some discussion ensued. Then a vote was taken to select the Hugo Fischer Award winner, who will be announced at a later date.

b. Much discussion ensued as to the purpose and naming of the Career Achievement Award. It seems like the title of this award suggests that a nominee is near the end of his career. (This has caused some confusion in the past also.) Is this the intent of this award, or should it be applicable to a mid-career person who has managed and supported models but not necessarily developed them? There was much discussion and it seems that no resolution on this matter was achieved. The Steering Committee should revisit this question in the future. No person was selected for this award this year, nor for the Lifetime Achievement Award.

3. ANNUAL MEETING –

a. **Date Finalization** - There was some discussion that the State Water Board was starting their Delta Hearings about the time of our annual meeting. There was some discussion on how we might move our annual meeting to another time. The occurrence of Easter and spring breaks from various schools posed complications with changing the dates so a motion was made and passed to keep the original annual meeting time of April 11-13.

b. **Session Timelines** - A handout was presented that showed 23 sessions. Elaine will put together the time periods for the sessions and then ask the planning subcommittee to finalize. An effort will be made to keep similar topics out of concurrent sessions so attendees do not have to miss some topics that they have an interest in. This always presents a juggling match.

c. **Keynote Speakers** - Potential topics that we would like to have keynote speakers for are groundwater legislation, results of the May 2015 model integration workshop, SIGMA, and the State Water Board Hearings.

d. **Submitting Papers** – Let the speakers know that they can submit papers on their topics if they desire. At this time CWEMF does not have any rules or template requirements on such papers. A CWEMF subcommittee is working on this. Their goal will be to develop the requirements for this. This is one goal of the Strategic Plan. We have the funding to proceed on this. Josue will send out an email to the subcommittee on putting together steps leading to paper submissions.

e. **Theme** – There were several ideas for a theme for the meeting, these being “Modeling Drought to Flood and In-Between” and “Modeling in California, the Land of Extremes”. Elaine will send out an email to the annual meeting planning committee on other possible suggestions.

f. **Student Involvement** – Holly has talked to Eleanor Bartolomeo on this. A broad sector of mentors is preferred. The Steering Committee should email Holly on suggestions for mentors. What is the objective of the mentors? Mentors should tell all what they do, not necessarily just be one-on-one with the students. Holly will work out the time for the student session with the planning committee.

g. **Business Meeting** – The business meeting last year was too informal. It was hard to hear. There was discussion that this year perhaps we should use a projector and screen. Tara has a portable microphone we could use.

h. **Potential Sponsors** - The sponsors have helped make our annual meetings a success. Elaine will send out emails to CWEMF members who have helped get sponsors in the past, asking them to do so again. We should put our sponsor’s names onto our program announcement.

i. **Memorial Recognition** – We will recognize CWEMF members who passed away this past year. One person should do this. Tariq volunteered to do it at the awards ceremony.

j. **Planning subcommittee** – This subcommittee is helping Elaine up to the start of the annual meeting. Elaine will lay out the tentative details and the subcommittee will review them. The volunteers for this subcommittee are Samson Haile-Selassie, Stacy, Ann, Josue, and Heidi.

4. **ACTION PLAN** – The question arose as to whether we should have an “External Affairs Officer” do the Strategic Plan and Action Plan duties. The actions should be done in manageable steps. Perhaps we should develop a Job Description for this position and discuss it at the annual meeting.

5. TECHNICAL WORKSHOPS

- a. Temperature Model – On hold for now.
- b. IDC – Planned for March 8-9.
- c. IWFM – Planned for April 26-28.
- d. Modflow1 – Planned for May 31-June 3.
- e. PEST – A survey of interest has been sent out. Will be a four-day basic workshop and a two-day application workshop (for groundwater and surface water). Possibly to be held in May or June. The costs for these workshops are being developed.

6. SECRETARY’S REPORT – Motion made to accept and passed. Some minor corrections were needed.

7. TREASURER’S REPORT – Stacy reported on the amount of funds in the three accounts (\$247,000 total, of which \$190,700 is in the general fund, \$16,100 is in the peer review fund, and \$40,200 is in the operating reserve fund. There is no limit on the amount of funds which can be held in the accounts. There may be tax reporting changes.

8. EXECUTIVE DIRECTOR’S REPORT – Elaine will be sending out the institutional dues soon.

9. INTERNATIONAL ASSOCIATION OF GREAT LAKES RESEARCH (IAGLR) CONFERENCE – If one of our members attends (for three days), we won’t know if IAGLR will waive the fees until February so that we can get a better handle on the potential costs. We should review their sessions, and propose an abstract to them of what our attendee will discuss there. Josue (our potential attendee) has two possible topics, one being “Integrated Modeling” (based on our May 2015 workshop at UCD) and “Drought”.

10. MODEL USER GROUPS – The IWFM group met on Dec. 1, with a large group of 35 people mainly due to SIGMA. The DSM2 group will meet on Feb. 1.

11. OTHER BUSINESS – The need for a modeling dimensionality white paper was discussed. This white paper could provide guidance to hydrodynamic models, and could discuss the use of empirical models to 3-D models. The importance of monitoring in the selection of model dimensionality was also discussed. There was discussion on whether this could be a project that CWEMF funds. Possibility this could be discussed at the annual meeting.

12. ADJOURN – 12:15 pm

Respectfully Submitted
George Nichol, Secretary, CWEMF

ATTENDANCE

Josue Medellin
Elaine Archibald
Ben Bray

Convener
Executive Director
Past Convener

UCD
CWEMF
EBMUD

Tariq Kadir
Stacy Tanaka
George Nichol
Anne Huber
Paul Hutton

Vice Convener
Treasurer
Secretary

DWR
Watercourse Inc.
Retired (Corps/SWRCB)
ICF
MWD

Proxies: George for Fred Lee.

On Phone: Marianne Guerin, Mike Deas, Jobaid Kabir, Fred Lee, Tara Smith, Heidi Cho, Rich Satkowski, Samson Haile-Selassie

Parking Lot Items	<ul style="list-style-type: none">• Multi-Year Budget – Prepare a draft.• Peer Review Process - Development of peer review administrative process.• Investment Policy - Development of investment policy.• Financial Transparency – Determine how best to show our financial transparency to outsiders.• Bylaw Changes – Develop a proposal for updating the Bylaws• Determine how much money can be accumulated as a non-profit organization.
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