

January 9, 2003

CALIFORNIA WATER AND ENVIRONMENTAL MODELING FORUM
(formerly BAY-DELTA MODELING FORUM)

Draft
MINUTES OF THE STEERING COMMITTEE

For November 22, 2002

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

I. SUMMARY

A. ACTION ITEMS.

- CALSIM – Someone is to check with Jay Lund to see if a peer review is being scheduled for CALSIM.
- WEB SITE – Rich to check with Kevin Long to determine his interest on doing the web site.
- 2003 OFFICER NOMINATIONS – Nominating committee come up with a slate of candidates.
- FISHER AWARD – Committee to send out letters for nomination.

B. MOTIONS PASSED OR TABLED

- None

C. REFERENCES HANDED OUT

- Executive Director's Report

II. MINUTES

1. **INTRODUCTIONS AND WELCOME** – The meeting was called to order at 9:30 AM. Nine members were present, and six proxies held. A quorum was declared.

2. **SECRETARY'S REPORT** – The minutes of October 4, 2002 passed unanimously.

3. **EXECUTIVE DIRECTOR'S REPORT** – The organizational dues were discussed. The Executive Director's payments due were discussed. Other comments of the Executive Director are placed within the topics below.

4. **EXECUTIVE DIRECTOR SEARCH COMMITTEE** – A committee has been formed and is preparing to review applications.

5. **ASILOMAR PLANNING** –

a. **General Contents** - A draft agenda was handed out. The sessions were discussed. We have three rooms, plus the chapel. The evening speaker will be UCB professor Mike Campbell, who will speak on the geomorphology of the Central Valley or river restoration. CUWA will pay for bringing the statisticians to Asilomar. As the CALFED ROD did not make it to the tentative agenda, Chuching volunteered to put together a session on this. He said the ROD will have a big impact on activities in the Delta and on the through-Delta facility. It was determined that a briefing on the ISGM model peer review results will be given at Asilomar. A possible workshop on TMDLs was discussed for next year. The Colorado River people who gave a presentation last year are busy and can't make it this year. The CALFED ROD agenda will be out next week.

b. **Abstracts** - The possibility of collecting abstracts and having hard copies to hand out at Asilomar was discussed. George Nichol volunteered to collect these from the session chairmen, but the details still have to be worked out.

c. **Pre-loaded CDs** - Also, there was a discussion on having the session chairmen collect the Power Point presentation from each speaker at Asilomar. In the future, a goal is to get all of the talks on Power Point two weeks before the session, and have pre-loaded CDs ready to go at Asilomar, to shorten the down-time between speakers.

d. **Fisher Award** – Letters on nomination need to be sent out. Rich will lead the effort as the Past Convenor. Rich, Nigel, John, and Rob will serve on the nominating committee. Samantha will ask Richard Denton where he got the model for the award.

e. **Liquid Refreshments** – It was decided it would be easier to have a cash bar instead of the Forum furnishing tickets.

6. **WORKSHOPS** –

- a. **General** - The question arose as to how can the Forum help with the User's Groups below. Also, we need to push the workshops more. Should the Executive Director do this, or should it be a rotating position? Having the Vice-Convenor in charge of the workshops was suggested.
- b. **IGSM Model** – The question arose as to whether the Forum should be a lead group for the IGSM User's Group.
- c. **DSM-2 Model** – This has a small user's group. Usually people are contacted directly here.
- d. **CALSIM Model** – There was some discussion as to whether this group would be funded.
- e. **Instream Flow Workshop (or IGSM Workshop?)** – This will be held next month. There will be 15-16 people, by invitation, for 2 1/2 days.
- f. **CEQA** – Modeling for CEQA/NEPA is a possibility for a future workshop.
- g. **Northern California Rivers** – There is a desire to have a session next year (2003), possibly held in Santa Rosa, on the modeling of the Russian, Klamath, and Eel Rivers.

h. **Geomorphic Workshop** – We would like this. Talk to Matt at Asilomar.

7. **PEER REVIEW** – We have \$7,500 in the peer review fund. Possibly review a new phase of IGSM. Chuching suggested that CALSIM should be considered for peer review. Jay is heading up a peer review of CALSIM. Let's check with Jay. It may be hard to find an external reviewer for CALSIM.

8. **WEB SITE** – Check into paying Kevin Long to do our website. Rich will talk to him. Kevin could then send us a bill for the time he spends.

9. **OTHER BUSINESS** –

a. **Officer Nominations** - Officer nominations are needed for next year. Volunteers for the nominating committee are Rich, Rob, ---. Position descriptions of the officers are in the By-Laws.

b. **Restructuring** - A discussion on restructuring came up. Should it be done? This was discussed before. John Williams mentioned that having a smaller group for the Executive Director to work with between Steering Committee meetings would be beneficial, as it is sometimes hard for the Executive director to get a timely decision from the full Steering committee for fast-breaking items. Could the four elected officers fill this function? Look at the By-Laws and see if such a structuring is possible. The full Steering Committee would still meet, but the smaller group would be given authority to make decisions that could not wait until the next meeting of the Steering Committee.

c. **Quorum** - Because sometimes it is close to not having a quorum at some of the Steering Committee meetings, it was discussed whether we should have the quorum limited to those members in good standing.

d. **Next Meeting** - The next meeting is scheduled for January 10, 2003, at the CH2M-Hill office in Sacramento, starting at 9:30 AM.

10. **ADJOURN** – Adjourned at 12:30 PM.

Respectfully submitted,
George Nichol, Secretary, CWEMF

ATTENDANCE:

Nigel Quinn
John Williams
Rich Satkowski
George Nichol
Tara Smith
Rob Tull
K.T. Shum
Samantha Salvia
Chuching Wang

Convenor, LBNL/USBR
Executive Director
Past Convenor
Secretary, SWRCB
DWR
CH2M-Hill
EBMUD
CCWD
MWDSC

Proxies Held:

Jay Lund
Mike Deas
Kyriacos Kyriacou
Peter Baker
John Headlee
Lloyd Petersen

UC Davis
Watercourse
SWRCB
Stillwater Science
USACE
USBR