

CALIFORNIA WATER AND ENVIRONMENTAL MODELING FORUM

MINUTES OF THE STEERING COMMITTEE

For March 3, 2017

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

Major Items	<ul style="list-style-type: none">• Elaine Archibald will be retiring as Executive Director at the end of June 2017.
Action Items	<ul style="list-style-type: none">• Send an email to the membership announcing that CWEMF will be seeking nominations for a new vice-convener – Elaine• Set up a formal hiring process for the Executive Director position - Tariq Kadir, Anne Huber, Mike Deas, Marianne Guerin, Josue Medellin, Elaine Archibald, and George Nichol
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 Jan 20, 2017 Steering Committee meeting.
3. Treasurer’s Trial Balance
4. Workshop Status Report
5. Summary of Sessions for the 2017 Annual Meeting
6. Annual meeting sponsors

1. **INTRODUCTIONS/DESIGNATION OF QUORUM** – The meeting was opened by Josue. There were 9 persons in attendance, 3 persons on the phone, and 2 proxies. A quorum was declared.

2. **EXECUTIVE DIRECTOR’S REPORT** – Did annual meeting preparations. Elaine’s comments related to the topics below are presented with those topics.

3. **SECRETARY’S REPORT** – A correction to the Jan. 20 minutes was discussed. A motion was made to accept the minutes as amended, and the motion was seconded and passed.

4. **TREASURER’S REPORT** –

- a. There is a total of about \$283,000 in our funds, consisting of \$221,600 in the general fund, \$16,100 in the peer review fund, and \$45,200 in the operating reserve.
- b. The annual meeting registration money will now start coming in.
- c. We bought a chip reader for \$86 so we can take credit cards for payment at the annual meeting and at workshops. We get the non-profit transaction fee for the reader.

5. **TECHNICAL WORKSHOPS**

a. Workshops in the Planning Stage –

- (1) IDC – 2 days, tentative in August 2017
- (2) IWFEM – 4 days, tentative in Sept. 2017
- (3) MODFLOW OWHM – tentative in the Fall.
- (4) Natural Flows and Unimpaired Flows for the Sacramento-San Joaquin Delta -

b. Workshops in the Conceptual Stage

- (1) CalLite and CALSIM
- (2) Measurement and Data Issues
- (3) Coupling Behavioral Modeling and Hydro/WQ Modeling. DSM2 has particle tracking capability for neutrally buoyant particles, but needs behavior rules for non-buoyant particles.

6. CWEMF WEBSITE UPDATE – The old website will be changed over to the new website right after the annual meeting. Tariq will present a pop-up talk on the new website at the upcoming annual meeting, and also discuss it at the business meeting. One invoice for \$2170 has been submitted for the web work done so far.

7. 2017 ANNUAL MEETING –

a. Things are progressing well. 94 persons have signed up already. Potential themes are being discussed. Elaine will send out the slides of last year’s annual meeting for us to review and update. Ben will bring his laptop and microphone to the business meeting.

b. Sponsors – The sponsor’s contributions have helped us greatly in making our meeting enjoyable. We need the logos of the sponsors and their commitments by next Monday.

c. Members Who Have Passed Away – We have not gotten any additional feedback on such members so that we can announce this at the awards ceremony. We will mention the passing away of Prof. Miguel Marino, recipient of the 2011 CWEMF Career Achievement Award.

d. Posters and Pop-Ups – There are 20 posters so far. There is still room for pop-up talks.

e. Students – This session will be informal. The students will break up into small groups. Mentors are still needed.

f. Key Note Speaker – This will be Phil Isenberg, past Director of the Delta Stewardship Council. He may speak on how modeling data should be presented to policy makers.

g. IEP – It was mentioned that the IEP will have a modeling session in their upcoming annual meeting. Perhaps we can have joint workshops with them.

8. VICE CONVENER POSITION – Elaine will send an email to the membership announcing that we will be seeking nominations for a new vice-convener.

9. EXECUTIVE DIRECTOR POSITION – Elaine announced that she will be retiring from the Executive Director position at the end of June. The need to go through a formal hiring process was discussed. An election sub-committee consisting of Tariq Kadir, Anne Huber, Mike Deas, Marianne Guerin, Josue Medellin, Elaine Archibald, and George Nichol was formed. Elaine’s departure will be brought up at the upcoming business meeting in Folsom.

10. MODEL USER GROUPS – It was announced that the DSM2 User Group may widen its horizon to include other Delta models, and if so may change its name to “Delta Modeling User

Group”. The DSM2 User Group will have its next meeting on March 9. The IWFM/IDC User Group has no information to report at this time.

11. **OTHER BUSINESS** – If anyone has photos of Oroville Dam and other dams send them to Elaine, as they may be placed on the front cover of our annual business meeting agenda booklet. The next steering committee meeting is on May 19.

12. **ADJOURN** – 12 noon

Respectfully Submitted
George Nichol, Secretary, CWEMF

ATTENDANCE

Josue Medellin	Convener	UCD
Elaine Archibald	Executive Director	CWEMF
Tariq Kadir	Vice-Convener	DWR
Ben Bray	Past Convener	EBMUD
Stacy Tanaka	Treasurer	Watercourse Engineering
George Nichol	Secretary	Retired (Corps/SWRCB)
Anne Huber		ICF
Chuching Wang		MWD
Holly Canada		David Ford Consulting

On Phone: Fred Lee, Marianne Guerin, Mike Deas

Proxies: Hubert, Jay

<p>Parking Lot Items</p>	<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.
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