

November 19, 2002

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

Draft
MINUTES OF THE STEERING COMMITTEE

For October 4, 2002

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

I. SUMMARY

A. ACTION ITEMS.

- **Executive Director Requirements** - K.T. Shum will email the requirement's list previously developed to John Williams.
- **Search Committee for New Executive Director** – K.T. Shum, Rob Tull, Lloyd Petersen, Nigel Quinn, John Williams, Tara Smith, and George Nichol will be on the committee. John Williams will send out an announcement for the position, and the Steering Committee will draft a Position Description.

B. MOTIONS PASSED OR TABLED

- A motion passed to change the fee structure for Asilomar registration.

C. REFERENCES HANDED OUT

- None this date.

II. MINUTES

1. **INTRODUCTIONS AND WELCOME** – The meeting was called to order at 9:30 AM. Ten members present, one was on the conference phone, and 4 proxies held. A quorum was declared.

2. **SECRETARY'S REPORT** – The minutes of August 23, 2002 passed unanimously.

3. **EXECUTIVE DIRECTOR'S REPORT** – The Asilomar sessions were discussed. There was some discussion on when organizational annual dues and individual annual dues should be collected. It was decided that the dues would continue to cover the fiscal year – July through June. However, we will not try to collect them along with the Asilomar registration, to simplify the clerical work for Asilomar. A motion was made and passed unanimously for the following Asilomar fees: (1) \$120 for members in good standing; (2) \$150 for non-members; and (3) \$40

for students. Late fees for registration will add on \$30 for members and non-members, and \$10 for students. Additional input from the Executive director is included in the information presented below.

4. EXECUTIVE DIRECTOR SEARCH COMMITTEE – Should we try for a technical or administrative person? Our candidates need both skills. This should be considered by the Search Committee. Try to get a recommendation before the Asilomar meeting, so that the general membership can vote. Are most tasks administrative? The Forum goals and the 16-point list previously developed indicate that administrative tasks are the largest tasks. K.T. will send this list to John. We need to get a Search committee appointed, and get a job description out. How should we advertise for this? Volunteers for the Search Committee are K.T., Rob, Nigel, John, Tara, George, and hopefully we can get a MET volunteer. John mentioned that the Executive Director position has been about a 30%-time job, but that the by-laws allow for up to a 40%-time job.

The Search Committee is to draft up a letter for advertising the Executive Director position, and write up the Position Description. They will send these to the Steering committee for review and comment. Then the position will be advertised on the street between mid-October and mid-November. Then by the November meeting we will have feedback. Suggestions on advertising are on our list-server, the membership list, California Water News, and our own web site.

5. ASILOMAR PLANNING –

a. **General** - Mike Deas suggested doing a workshop on the Klamath River after the NAS puts out their report (which will be after the Asilomar meeting). Rich Satkowski suggested adding a new session on hydrologic modeling in the North Coast Region (Russian and Eel Rivers). Possibly Chris Murray (Water District), Mann (USGS), and Dr. Babic could be involved here.

b. **Review of Possible Item List** – The list previously devised was discussed, with the following comments obtained:

- (1) Danish Hydrologic Institute – Keep as a workshop.
- (2) Bulletin 160 – Rob still checking. Timing, peer reviews, stakeholder process are considerations. CALSIM, CALAG, and economics need to be considered.
- (3) Climate Change – Nigel has two speakers: Miller and a student.
- (4) CALSIM – Is anticipated to be presented. Rob will get names and titles. Operational modeling.
- (5) Statistics – Talk to Peter Baker.
- (6) DSM-2 – Still a go.
- (7) Geomorphic/ecosystem modeling – Should this be a joint session with IEP? Checking with UCSB. Add SJR? Final report by February. May work. Peter Vorster will check. Stillwater Sciences and NOI. Settlement process.
- (8) Groundwater Modeling –
- (9) Hydrodynamic Modeling – Pete Smith has the material. John will check next week.
- (10) Instream Flow Modeling – John Bartholow is interested. Our Instream Workshop is coming up.

- (11) International Perspective on Envir. Decision Support System Design – Nigel has speakers lined up.
- (12) NMFS Modeling – Lindley says he can do. NMFS has been modeling fish populations in the ocean.
- (13) SJR Dissolved Oxygen – Stringfellow and Russ Brown. So will have session.
- (14) SJR Hydrology Modeling – Peter Vorster will check.
- (15) TMDL Planning – BASINS. Watershed Modeling. Carl Chen.
- (16) Modeling Water Transfers –
- (17) ACE/DWR Comprehensive Study –
- (18) Economics of Managing Envir. Demands – UCD
- (19) Gaming
- (20) Rock Slough Water Quality –
- (21) Modeling Ecosystem Services – Stanford, IEP, Fold into item 18.

c. **Length of Forum Session** – The question arose as to whether we should extend our session and go into Thursday morning, thereby staying at Asilomar for two nights. This would allow us to have less concurrent sessions, and have our own poster session the second night. Some discussion ensued, with some members for this and some against. Those for it thought we could get more training in (especially if we are to expand to include more of California), we could have less concurrent sessions, and that most annual meetings go for longer than one night. Those against it said it was hard enough to get away from their regular job for the current two days and one night, and our presentations might draw IEP people away from their own presentations. It was decided to just do our regular two days and one night this year again, but talk to IEP and see what they think about us extending our session into their IEP time. We will have three concurrent training tracks.

One question arose as to the purpose of the joint meeting: Do we want to overlap and attend each other's meetings for cross-training of modelers and biologists, or are we actually interfering with each other by drawing people away from their own group's presentations? Alternately to expanding our session into the IEP's time slot, we could meet for longer by starting on Monday instead of Tuesday. Let's think about doing a poll of our members on this at the Asilomar meeting.

6. WORKSHOPS –

a. **IGSM** - There will be a training workshop on IGSM on December 17-19, with Tariq. There is new code for IGSM, resulting from peer review work. This will be an intensive workshop, with hands-on computer training. However, the morning of the first day will be general, so more folks can come for an overview and then leave.

b. **Instream Flow Modeling** – This will be on December 4-5, with a public workshop to follow.

c. **Modeling for CEQA/NEPA** – This may be in January, with K.T.

d. **D-1485 workshop** –

e. **Mike Deas Modeling Workshop** – Mike will send manual for us to review, and we are to get back to Mike with suggestions for what he could do. Rob suggested a broad overview survey. So no workshop for now, until we get feedback to Mike.

- f. **Groundwater Model** – George Matranga has a new groundwater model. It has just been contracted for. Possibly we can have a workshop, getting help from the U. of Waterloo.
- g. **Klamath R.** – Mike Deas will continue working of a possible Klamath River workshop.

7. **PEER REVIEW** –

- a. IGSM –
- b. Donations - \$5,000 has been received from CCWD, and is awaiting matching contributions from another agency.
- c. MET – The MET is interested in knowing how we would use any donations received from them. (This led to some discussion as to how we should line up models needing peer review up-front of any donations.)
- d. DSM-2, Chen Dissolved Oxygen Model – An external science review had been done. A potential future review would be on model application to the Stockton Dissolved Oxygen Deficit situation. Nigel will find out more.
- e. Operations Modeling – Get a group together to determine what types of things are being modeled, and what needs peer review.
- f. Geomorphic, River Restoration, Riparian Restoration Peer Reviews –
- g. Climate Change Modeling – USCS, base cases.

8. **OTHER BUSINESS** – The next meeting is scheduled for November 22, at either Solano ID or USBR, starting at 9:30.

9. **ADJOURN** – Adjourn at 12:30 PM.

Respectfully submitted,
George Nichol, Secretary, CWEMF

ATTENDANCE

Nigel Quinn
John Williams
George Nichol
Tara Smith
Rob Tull
K.T. Shum
Lisa Holm
Rich Satkowski
Mike Deas
Hubert Morel-Seytoux
Peter Vorster (on phone)

Convenor, LBNL/USBR
Executive Director
Secretary, SWRCB
DWR
CH2M-Hill
EBMUD
CCWD
SWRCB
Watercourse Engr.
Hydroprose
The Bay Institute

Proxies Held:
Jay Lund

UC Davis

John Headlee
Andy Hamilton
Wim Kimmerer

USACE
USFWS
SFS/Tiburon Institute