



Charter

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Aquatic, Wetland, and Riparian Habitat Mapping Committee ("Level 1 Committee")

California Wetland Monitoring Workgroup California Water Quality Monitoring Council

Background

A primary product of the California Wetland Monitoring Workgroup (CWMW) of the Water Quality Monitoring Council ([WQMC](#)) is the Wetland and Riparian Area Monitoring Plan ([WRAMP](#)). The WRAMP recommends a 3-level framework for comprehensive monitoring and assessment of aquatic, wetland, and riparian area throughout the State, as defined by the State Water Resources Control Board. Level 1 consists of maps and inventories of aquatic resources and projects. Level 2 consists of semi-quantitative, field-based methods to assess the overall condition or health of aquatic resources, meaning their likely ability to provide high levels of their expected ecosystem services. Level 3 consists of quantitative field-based measures of those services or their controlling factors and processes.

This document serves as the Charter for the Aquatic, Wetland, and Riparian Habitat Mapping Committee, also known as the Level 1 or L1 Committee.

Purpose

The primary purpose of the L1 Committee is to coordinate the review, development and implementation of Level 1 inventories and tools as integral components of the WRAMP, and other environmental monitoring and assessment plans and programs.

Activities

The primary activities of the L1 Committee include, but are not necessarily limited to:

- Develop and maintain a L1 Committee Charter including criteria for membership;
- Develop L1 Committee staffing plans and operational budgets;
- Create and maintain standard procedures for developing L1 methods;
- Create and maintain standard procedures for training on L1 methods;
- Steward development of statewide and regional L1 data management capacities;
- Create and maintain standard procedures for analyzing, interpreting and reporting L1 monitoring and assessment results;

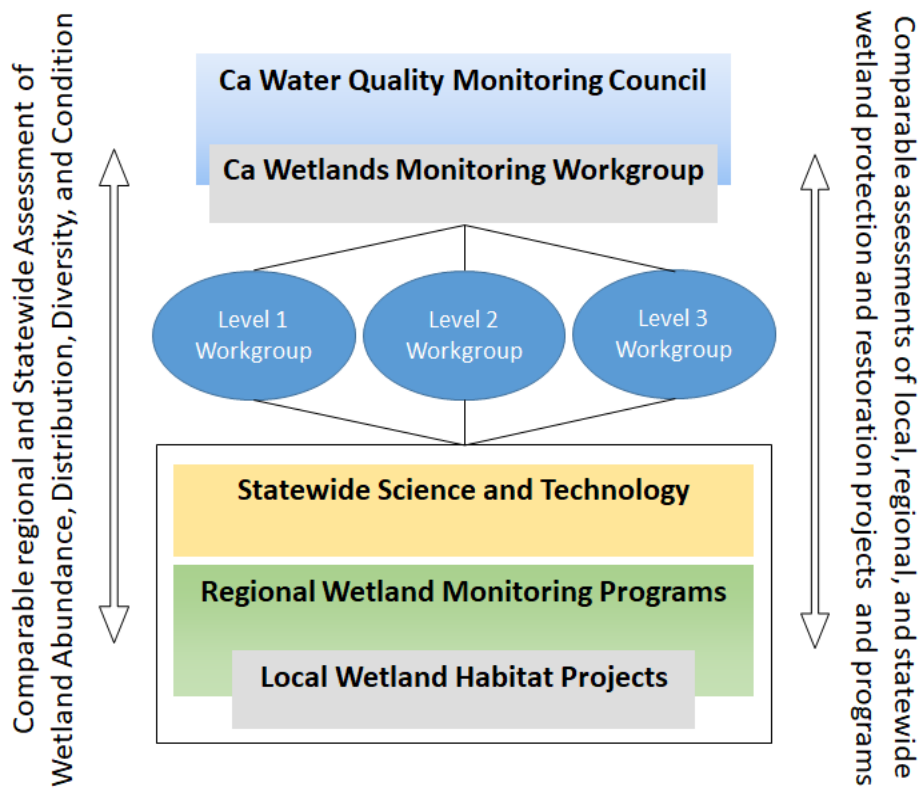


- Advise and review L1 mapping applications as requested by the CWMW or members of the L1 user community;
- Coordinate with other Committees of the CWMW, with other workgroups of the CWQMC, and with other wetland monitoring and assessment interests to maximize the value of L1 tools;
- Serve as the forum for identifying common regional and statewide priorities for developing new L1 capacities; and
- Provide regular reports to the CWMW on the status of L1 tools and capacities plus recommendations for their improvement.

Organization and Membership

Strategic Structure

The L1 Committee is structured to help ensure its statewide perspective, coordination of its activities among local projects and regional programs of the state, coordination with other workgroups of the CWMW, and its ongoing oversight by the CWMW and CWQMC.





Workgroup Chair and Tenure

The L1 Committee will be chaired by a member who is directly involved in statewide or inter-regional implementation of wetland, stream, and riparian policies and programs. Tenure will be for a period of two years, with the possibility of extension by vote of the CWMW. A co-chair may also be assigned.

Membership

L1 Committee members will serve to represent the state of the science for aquatic resource protection, restoration, or assessment. The L1 Committee may be comprised of leading scientists and technologists from public agencies, academic institutions, scientific NGOs, private businesses, and community-based organizations that have substantial regulatory, management, or advisory responsibility for the health of California's aquatic resources and the communities of people that they should support. All members must be active participants that contribute time and/or resources to the activities of the Committee.

In addition to representing regional wetland monitoring programs and interests, the L1 Committee is likely to need to cover the following kinds of expertise.

- Wetland plant and animal ecology
- Hydro-geomorphology
- Web-based Geographic Information Systems
- Cartography
- Remote sensing of surface aquatic resources
- Artificial Intelligence/automation techniques for mapping surface aquatic resources
- Community outreach and involvement
- Natural resource management / traditional ecological knowledge

Meeting Frequency and Location

Quarterly meetings of the L1 Committee will be coordinated with the quarterly meetings of the CWMW, in terms of times and locations. As much as practicable, the L1 Committee will meet just prior to the CWMW meeting, such that its reports to the CWMW are timely and up-to-date. The quarterly meetings of the L1 Committee will include remote access options to ensure maximum attendance.

The L1 Committee will hold an annual meeting during late-fall to review all requests and suggestions for changes to L1 tools, training, QAQC, guidance documents, etc., that are received by any and all L1 Committee members during the time since the previous annual meeting, or that are held over from that meeting. The priorities of this annual meeting can include, but are not limited to, methods review and development of an annual L1 Committee workplan for CWMW review and approval.



Meeting Agendas

A standing list of L1 meeting topics will be identified on an on-going basis by the L1 Committee members and maintained by the Committee Chair. This list will be the basis of L1 Committee meeting agendas. Any member requesting to add or revise an agenda topic can do so by sending an email to the Committee Chair or designated support staff. These requests or suggestions will be recorded in draft agendas. In collaboration with the Committee, the Chair will prepare a final agenda for each meeting and will send that to all Committee members prior to the meeting being held.

Meeting Management

The L1 Committee Chair, or a Committee member designated by the Chair, will conduct meetings according to their final agendas, and will also facilitate conversations, discussions, and decision-making during the meetings.

The person conducting a meeting will designate a scribe or secretary to record the salient points of any discourse relative to each item of the meeting agenda, including especially any action items that are identified and other decisions that are made. All Committee members will review the draft minutes of a meeting, and the Committee will approve the minutes of its last meeting at its next meeting.

L1 members are encouraged to attend meetings in person, but if that is not possible, then attendance by video conference call is encouraged.

Decision Making

The L1 Committee intends to foster new ideas through open dialogue, and constructive debate on L1 issues and concerns. The meetings will be open, informal and consensus driven. All decisions of the L1 Committee will be based on a simple majority opinion of the Committee members, as evidenced by their verbal or visible votes, when called for by the person conducting the meeting. All decisions and strongly held dissenting opinions evidenced in a meeting will be recorded by the designated meeting scribe or secretary.

To the extent practicable, all decisions of the L1 Committee should be made during its regular meetings. However, decisions can be made or modified at any time based on additional discourse and voting by a majority of the Committee membership outside of a regular meeting. These decisions can be facilitated via video conference calls or other technological means so long as they do not constrain discussion and so long as a clear consensus among the majority of the Committee members is evidenced by a verbal or visual vote that is recorded and reported in the minutes of the subsequent regular meeting.



L1 Committee members should recuse themselves from voting on issues for which they may have a conflict of interest. For the purposes of the L1 Committee, a member has a conflict of interest if they have a direct financial interest in the outcome of their vote. The L1 Committee will serve as a forum for discussing how public policies are being served or might be better served by L1 products and tools, but the L1 Committee will focus on the technical aspects of the L1 tools and methods, and will not assess policies or recommend changes in policy, except with regard to the appropriate application and interpretation of L1 tools, methods, and results.

Communication among L1 Committee Members

L1 Committee members are encouraged to communicate with each other, colleagues in their own or other organizations, potentially interested parties, and possible new Committee members, especially regarding Committee work assignments.

Communication to the CWMW and Other Groups

The Chair of the L1 Committee attends scheduled meetings of the CWMW on behalf of the L1 Committee and reports on L1 activities. L1 Committee members may also attend meetings of the CWMW. If the L1 Committee Chair is unavailable for a CWMW meeting, then the Chair of the L1 Committee or the Chair of the CWMW can appoint an L1 Committee member to represent the Committee at the CWMW meeting.

The L1 Committee Chair presents any recommendations of the L1 Committee to the CWMW, which subsequently decides to approve, disapprove, or table the recommendations. If a recommendation of the L1 Committee is approved by the CWMW, it is deemed adopted by the L1 Committee. If a recommendation is not approved, it is also not adopted by the Committee. Recommendations that are tabled must be decided during a subsequent meeting of the CWMW. Recommendations that are not approved or that are tabled can be revised and resubmitted by the L1 Committee for reconsideration by the CWMW.

In general, the L1 Committee should only be represented outside its meetings by the Committee Chair or by someone designated by Committee Chair or by the Chair of the CWMW.