

**Minutes of the Aquatic Science Center Board of Directors
June 2, 2011**

Members Present:

David Williams, Bay Area Clean Water Agencies
Pamela Creedon, Central Valley Regional Water Quality Control Board
Vicky Whitney, State Water Resources Control Board
Bruce Wolfe, San Francisco Bay Regional Water Quality Control Board
Kirsten Struve, Bay Area Clean Water Agencies
Alexis Strauss, U.S. Environmental Protection Agency, Region 9
Mike Connor, Bay Area Clean Water Agencies
Darrin Polhemus (Alternate), State Water Resources Control Board
Dyan Whyte (Alternate), San Francisco Bay Regional Water Quality Control Board
Amy Chastain (Alternate), Bay Area Clean Water Agencies
Rainer Hoenicke, San Francisco Estuary Institute

Others Present:

Kelleen Griffin, San Francisco Estuary Institute
Stephanie Seto, San Francisco Estuary Institute
Josh Collins, San Francisco Estuary Institute
Marc Beyeler, Marc Beyeler Associates
Page Nelson, Marc Beyeler Associates

1. Call to Order

Mr. Williams called the meeting to order at 9:30 a.m.

2. Public Comments

None

3. Consent Items

Ms. Creedon made a motion to approve all consent items, including the agenda and March 3, 2011 meeting minutes. The motion was seconded by Ms. Whitney and passed unanimously.

4. Introduction and Desired Outcomes for the Session

Dr. Hoenicke began by reviewing the desired outcomes for the workshop, key milestones, and priorities within the next three months and beyond. He gave a progress update on how to prioritize activities between 2012 and 2014 and what the emerging priorities and implementation of the strategic plan might look like. The Board agreed to stay in contact with the Strategic Planning Subcommittee on a monthly basis. There was discussion to obtain an endorsement from the entire Board to support the mission, vision, and goals. There was also a consensus to revisit the objectives. Dr. Connor made

a motion to support the mission, vision, and goals. The motion was seconded by Ms. Creedon and passed unanimously.

Action Items:

- Create working titles for each goal.
- Minor word change to Goal 3.
- Board to review goals and objectives and provide feedback to Dr. Hoenicke by June 16th (in time for July 14th joint Subcommittee meeting).
- Revise strategic metrics language for further Board review.

5. Results to date of SWOT and Environmental Scan Data; Discussion of Pathway to Plan Completion

Mr. Beyeler updated the Board with results of the SWOT and Environmental Scan. 14 of the 18 stakeholders have been contacted and interviewed. Of the people interviewed, issues and responses have been very consistent across all the different groups. Mr. Beyeler will conclude the interview process very soon. Dr. Hoenicke mentioned that the whole idea behind selecting the specific candidates for these interviews was because they had a broad enough constituency, wore several hats that provided input from multiple corners, and integrated that into a clear message that represented more than just one entity. The Board recommended additional Stakeholders that might be of interest for Mr. Beyeler to interview.

Action Item:

- Ms. Creedon to send contact names from the Ag Community, City of Stockton, City of Sacramento, and CUWA (California Urban Water Agencies) to Dr. Hoenicke.

6. Introduction of Strategic Criteria for Prioritization Process; Timeline to Plan Implementation Phase

Ms. Griffin gave an overview of the roadmap towards the adoption and communication of the strategic plan and what is in store in the months to come until the September Strategic Planning workshop. She discussed the continuation to investigate the emerging strategy goals, then take that and look at it through a lens of the programs themselves, the strategic alliances that are out there, and aligning the current program plan. She also mentioned that the organizational design had already begun. As part of the process and sifting through the program plan, strategy, alliances, and organizational design, the final step would be creating a budget for the Institute for 2012. Ms. Griffin aimed to have all the components and the strategic plan itself to the Board for adoption by the September workshop. Next steps would be to communicate the plan and develop the implementation plan. Ms. Griffin reviewed the components of the strategic plan, timeline to implementation and what the Board can expect to see at the September workshop.

7. Review Outcomes of the Strategic Planning Subcommittee Meetings

Mr. Williams reviewed the outcomes of the strategic planning subcommittee meetings. The subcommittee members discussed the heavy burden of maintaining two Boards and were in favor of shifting the organizational structure, thus merging both Boards under one umbrella. There was also discussion amongst the subcommittee members whether SFEI should become a JPA and ASC/SFEI become the SCCWRP of the North.

Action Items:

- Confirm July 14th joint strategic planning subcommittee conference call.
- Send meeting doodle to schedule joint strategic planning subcommittee conference call for week of August 22nd.
- Include feedback loop into strategic planning process flow chart.

8. Options for ASC Evolution of Operations, Governance, and Identity: Board Composition, Administrative Infrastructure, Relationship between SFEI and ASC

Dr. Hoenicke led the discussion regarding the evaluation of if and how the current governance and operational model of the Aquatic Science Center should be adjusted. There was discussion amongst the Board about legal aspects, keeping the benefits of both entities under one umbrella, and moving to a single set of goals and objectives. There was also discussion of the difference between a NPO and JPA. Dr. Hoenicke requested consensus and endorsement from the Board to pursue this further and convey the message to the SFEI Board.

Action Items:

- Send current SFEI Bylaws to Board members.
- Path lined out for single Board governance; Options for Board members to choose from.
- Staff will continue to review single Board Governance options while preserving the best aspects of ASC and SFEI.

9. Wrap Up. Summarize Outcomes, Next Steps on Strategic Plan and Topics for September BOD Meeting

Ms. Griffin and Dr. Hoenicke wrapped up the workshop by summarizing agreements made by the Board. The vision and mission statements are complete. The Board has requested more time to read, review, and unpack the objectives. Mr. Beyeler reminded the Board to submit any outstanding SWOT surveys. Based on the environmental scan data, it was decided to keep the door open for outreach. The ASC Board expressed their interest in a singular governance type of approach, but would like more details regarding the underlying physical structure.

Next steps include scheduling two joint strategic planning subcommittee teleconference meetings for July and August, and the strategic plan will be approved at the regular Board meeting in September.

Action Items:

- Strategic planning subcommittee to come back with the strategic plan to be adopted by the Board at the September workshop.

10. Review of Action Items from March Meeting

All action items were reviewed and unanimously approved.

11. Amendments to the FY2011/12 Program Plan and Approval of Resolution

The Board reviewed the 2011/12 Program Plan and determined to make the following modifications to Sections 2, 9, 17, and 20, from:

“TMDL support including: impairment assessments, pollutant conceptual model development, implementation alternatives evaluations, and implementation effectiveness monitoring.”

to

“Science support including: impairment assessments, pollutant conceptual model development, implementation alternatives evaluations, and implementation effectiveness monitoring.”

“Scientific Assistance to State Water Board for development of a statewide riparian and wetland system protection policy and implementation guidance.”

to

“Scientific Assistance for development of a statewide riparian and wetland system protection policy and implementation guidance.”

“Scientific Assistance to Central Valley Regional Water Quality Control Board and participants in the Salinity Alternatives for Long-Term Sustainability (CV-SALTS) Initiative.”

to

“Provide scientific support and research to Central Valley Regional Water Quality Control Board and participants in the Salinity Alternatives for Long-Term Sustainability (CV-SALTS) Initiative.”

“Contractual Services to the Bay Conservation Development Commission for Amendments to the Bay Plan.”

to

“Climate change support to the Bay Conservation Development Commission for Amendments to the Bay Plan.”

Mr. Williams made a motion to approve the modifications. All Board members were in favor and the approval was passed unanimously.

Mr. Wolfe made a motion to approve the Resolution authorizing and designating a representative to negotiate contracts or agreements on behalf of the Aquatic Science Center. The motion was seconded by Ms. Strauss and passed unanimously.

Action Item:

- Incorporate Program Plan edits.
- Dr. Hoenicke to send revised Program Plan to the Board.

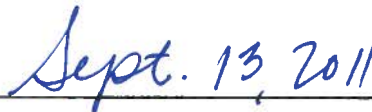
12. Adjournment

The meeting is adjourned at 2:50 p.m.

Respectfully submitted,



Pamela Creedon, Board Secretary



Date

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Thomas M. ...
Department of ...