Action Items and Meeting Minutes of the
Aquatic Science Center and the San Francisco Estuary Institute
Board of Directors
June 25, 2015

Action Items

<table>
<thead>
<tr>
<th>#</th>
<th>Action Item</th>
<th>Who?</th>
<th>When?</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Member Board Terms</td>
<td>Warner Chabot</td>
<td>Research before next board meeting</td>
<td>In review</td>
</tr>
<tr>
<td>2</td>
<td>Coordinate RMP Program Overview</td>
<td>Warner/Phil</td>
<td>For September Board meeting</td>
<td>Complete</td>
</tr>
<tr>
<td>3</td>
<td>New Board member packet</td>
<td>Warner</td>
<td>For September Board meeting</td>
<td>Complete</td>
</tr>
</tbody>
</table>

Meeting Minutes of the
Aquatic Science Center and the San Francisco Estuary Institute
Board of Directors
June 25, 2015

Directors Present:

<table>
<thead>
<tr>
<th>Director Name</th>
<th>Board Position</th>
<th>Representation</th>
<th>Affiliation</th>
<th>ASC</th>
<th>SFEI</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tim Vendlinski</td>
<td>Director non-voting</td>
<td>Regulatory - EPA Ex-Officio</td>
<td>EPA</td>
<td>X</td>
<td>X</td>
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<tr>
<td>Vicky Whitney</td>
<td>Director</td>
<td>Regulatory - Ex-Officio</td>
<td>SWRBC</td>
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<tr>
<td>Prabhakar Somovarapu</td>
<td>Director</td>
<td>Management</td>
<td>Sacto Regional County Sanitation District, Sac Area Sewer District</td>
<td>X</td>
<td>X</td>
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<tr>
<td>Laura Pagano</td>
<td>Director</td>
<td>RMP-BACWA</td>
<td>SFPUC, Wastewater Enterprise</td>
<td>X</td>
<td>X</td>
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<tr>
<td>Alan Ramo</td>
<td>Director</td>
<td>Governance</td>
<td>Golden Gate University</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Adam Laputz</td>
<td>Alternate for</td>
<td>Regulatory - RB5</td>
<td>Central Valley Regional Water</td>
<td>X</td>
<td></td>
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</tbody>
</table>
### Joint Business Meeting

1. **Call to order, determination of quorum, review and approval of agenda for Joint Board and individual ASC and SFEI business.** - The Meeting was called to order at 10:02 AM. The agenda was approved.

2. **Closed Session: 10:05-11:40**

3. **Public Comment** - None

4. **Action: Consent Items** - March 6, 2015 Meeting Minutes and Action Items were presented to the Board. Motion to approve was moved by Prabhakar Somavarapu, seconded by Mitch Avalon. Board approved. Dave Williams abstained due to not being present during the March 6 meeting.

5. **Executive Director's Report** - Warner Chabot gave a brief overview on SFEI-ASC’s external accomplishments and internal program. This included updating the board on the status of the State of the Estuary Report, partnering with BCDC, various strategic meetings and workshops. The Board gave their comments and feedback. Laura Pagano suggested that the Board be notified via email of meetings and events and expressed interested in attending.

6. **Program Updates** - Tony Hale, the Program Director of Environmental Informatics, presented the new SFEI-ASC website with a brief overview of the new and modern technology. The Board showed approval for the new website.
7. **Report on Executive Committee / Audit Committee Meeting of June 10, 2015** - A discussion was made on the topic of switching RMP get year from calendar to Fiscal. A few of the Board of Directors, whose organizations are affiliated with RMP, discussed the obstacles. Phil Trowbridge, Program Manager of the RMP reported on the the decisions made by the RMP’s Steering Committee. Trowbridge stated that without a financial incentive to change over, the Committee decided to not to change their budget planning process. But if the Board of Directors give the direction for RMP to go to a fiscal year, the RMP would can do so, but will not happen until FY 18-19. The Board decided to table this issue and to first get an overview of the RMP and what role the Board has with RMP oversight.

8. **Report on Governance Committee meeting of June 17, 2015.**

David Williams presented the Governance Committee’s recommendations for the New SFEI-ASC Board members. Warner Chabot gave an overview of the four chosen candidates, Jim Kelly, Skyli McAfee, James Wheaton and Ann Hayden. A few of the Board Members stated their concerns of overlap and competition for projects with the candidates’ organizations and how to integrate the new board members. Alan Ramo explained that the new members will bring in new energy and the opportunity for committee vacancies to be filled.

Warner Chabot also noted that the list of candidates that were not chosen this time around would be a good list to choose from, should the time come again to vote in new members. Motion to approve was moved by Prabhakar Somavarapu, seconded by David Williams, board approved.

9. **Board Member Reports** - Mitch Avalon gave a presentation at the Russian River Association meeting. He reported that many great comments about SFEI were made by participants.

10. **Adjourn Joint Business Meeting and Call ASC Business meeting to order**

11. **ASC 1 - Operations and Program Plan Update** - Warner Chabot informed the Board that the budget is back to a 12 month period with a slim profit margin of 1.2%. He recommended that new proposals should be budgeted at 2.95 when allowable. Board approved unanimously.

Prabhakar Somavarapu abstained from voting on the following projects:
- 8110 - Klamath Basin Monitoring Program
- 8111 - Delta Regional Monitoring Program
- 8111.15 - Delta Regional Monitoring Program FY15
- 8111.16 - Delta Regional Monitoring Program FY16
- 8112 - Delta Mercury Exposure Reduction Program

Victoria Whitney abstained from voting on the following projects:
- 8110 - Klamath Basin Monitoring Program
- 8111 - Delta Regional Monitoring Program
- 8112 - Delta Mercury Exposure Reduction Program
- 8113 - Nutrient Science Plan for SF Bay
- 8115 - Reference Beach Sampling phase II
- 81xx - SWAMP
- 8412 - SOTER
- 84xx - ERS Data Management
- 8606 - CEDEN RDC
12. **ASC 2 - Authorize and Designate a Representative to Negotiate Contracts or Agreements.** This is the standard annual practice to designate the Executive Director as a representative to negotiate contracts or agreements. Moved by Prabhakar Somavarapu, seconded by David Tucker, Board unanimously approved.

13. **ASC 3 - Adjourn ASC meeting. Call SFEI meeting to Order.**

14. **SFEI 1 - Operations and Program Plan Update.** Lawrence Leung presented the operations report to the Board stating that the year to date surplus is now $385K. By the end of the fiscal year, the surplus will be $446K. Leung went on to explain the Audits. July 2014 thru June 2015 yearly audit will begin on August 10 - 14 with R.J. Ricciardi, Inc. The CA Department of Finance randomly selected and audited a Department of Fish and Wildlife grant. ASC did not indicate any issues or findings. Board unanimously approved.

15. **SFEI 2 - Executive Director Authorities & Authorize and Designate a Representative to Negotiate Contracts Or Agreements.** Motioned by Laura Pagano, seconded by David Tucker. Board unanimously approved.

16. **SFEI 3 - ADJOURN SFEI MEETING at 1:05 PM**