



Bay RMP Steering Committee Meeting

November 1, 2023

San Francisco Estuary Institute

Meeting Summary

Attendees

SC Member	Affiliation	Representing	Present
Eric Dunlavey	City of San Jose	POTW-Large	Y
Amanda Roa	Delta Diablo	POTW-Small	Y
Karin North**	City of Palo Alto	POTW-Medium	Y
Adam Olivieri	BAMSC / EOA, Inc.	Stormwater	Y
John Coleman	Bay Planning Coalition	Dredgers	Y
Xavier Fernandez	SF Bay Regional WQCB	Water Board	Y
Tom Mumley*	SF Bay Regional WQCB	Water Board	Y
Maureen Dunn	Chevron	Refineries	Y

* Chair, ** Vice Chair, alternates in gray and italicized

Staff and Others:

- Amy Kleckner, SFEI
- Jay Davis, SFEI
- Martin Trinh, SFEI
- Beth Ebiner, SFEI

1. Introductions and Review Goals for the Meeting

Tom Mumley began the meeting by giving an overview of the day's agenda and goals. Following the MYP workshop, the agenda items of interest for this meeting include discussion of event-based monitoring and funding, a Q3 financial update, and review of the 2024 detailed workplan and budget.

2. Decision: Approve Meeting Summary from August 24, 2023, and Confirm Dates for Future Meetings (00:02:30)

Tom Mumley asked the group for any final comments on the previous meeting's summary. Receiving no comments, he continued to confirm the dates for upcoming meetings. The RMP Steering Committee (SC) meeting was confirmed for January 22, 2024, and the proposed date of April 15, 2024, was approved. There will be an RMP Technical Review Committee (TRC) meeting on December 7, 2023. Amy Kleckner informed the group that the 2024 Annual Meeting will be held October 16, 2024.

Action Items:

- Send out calendar invitations for the April 25, 2024, SC meeting (Martin Trinh, November 7, 2023).
- Send out calendar invitations to active SC and TRC members for October 16, 2024, Annual Meeting (Martin Trinh, December 7, 2023)
- Book October 16, 2024, for RMP Annual Meeting with David Brower Center (Amy Kleckner, November 7, 2024).

Decision:

- Adam Olivieri motioned to approve the meeting summary. Eric Dunlavey seconded the motion. The motion was carried by all present members.

3. Decision: Select Chair and Vice Chair and Review the Charter (00:07:00)

In this agenda item, Tom and Karin expressed their willingness to continue their involvement. However, Tom mentioned his plans to retire by summer 2024, particularly after achieving a nutrient watershed permit by May 2024. Karin expressed her willingness to chair post Tom's retirement. Xavier was identified as Tom's Water Board replacement.

Tom expressed his desire to continue participating but raised the question of in what role or capacity. The possibility of Tom continuing as the chair after retirement was discussed, contingent on modifying the charter. There was also a suggestion that retirees could be kept on as emeritus members. Tom conveyed his continued interest in being an advisor even after retirement. The item concluded with an understanding that there are ongoing considerations regarding leadership roles and potential modifications to the charter, highlighting the commitment of individuals like Tom and Karin to the continuation and success of the program.

The discussion extended to the consideration of a separate management structure for the Nutrient Management Strategy (NMS), and it was noted that this would also require revisions to the charter.

Decisions:

- John Coleman motioned to approve Tom and Karin as Chair and Vice Chair. Adam Olivieri seconded the motion. The motion was carried by all present members.

4. Information: TRC Meeting Summary (00:19:00)

Amy reviewed the September 19 TRC meeting. At that meeting, Jay gave an update on the workgroups' efforts to update their strategies. Within that agenda item, there was brief discussion of what future funding levels might be expected from WQIF and San Francisco Bay Program. Luisa had shared that in the future we might expect to see an estimated \$5M for competitive grants and could assume up to an additional \$40M for the "priority list".

Amy provided an update on the S&T monitoring activities for the year, including the (delayed) water cruise and near-field water sampling, harbor seal sample collection completion, and the interlab comparison studies on track to review the results by end of year. Jay provided an update on the RMP Annual Meeting and the 2023 RMP Update, both of which have now been completed and are available for viewing on the website. Amy gave an update on the Status of Deliverables and Action Items.

Future agenda items of interest were proposed such as updates on informatics, review of intercomparison studies and plans, SFEI's plans to fill the modeler position and how deliverables timelines are being affected, and planning for event-based monitoring. The meeting ended with previews of Annual Meeting presentations from Ezra and Diana. Final versions of those presentations from the Annual Meeting can be viewed on the website if anyone missed the meeting.

5. Information: RMP Financial Update for 2023 Quarter 3 (00:41:45)

In this agenda item, Beth Ebiner of SFEI delivered a comprehensive financial update for Quarter 3 of 2023. For the current year, 2023, 46% of the budget has been expended, with 78% of invoiced fees received, resulting in a surplus of \$98k, thanks to SEP funds supporting part of Task 45 - Sediment Delivery to Marshes in C&N Bays. Looking at 2022, 79% of the budget has been expended, and all invoiced fees for the year have been collected, resulting in an \$18k surplus. The 2021 budget shows 85% expended, with 99% of invoiced RMP fees collected, and a final invoice from San Francisco Marina anticipated to be paid in 2023 Q4. The financial status of previous years, including 2020, 2019, and 2018, indicated high percentages of budget expended and full fee collection, with one final invoice pending in 2018. Tom clarified that \$180K

has been moved but not spent in undesignated funds, to be eventually transferred to the RMP budget.

Changes in the Local Agency Investment Fund (LAIF) and S&T Set Aside Funds were outlined, showcasing interest updates for Q1 and Q2 of LAIF of \$34,081 and \$38,160 (2.74% and 3.15% respectively). Q3 LAIF interest totals will be reported next quarter (3.59%). The S&T Set Aside Funds reflected withdrawals and contributions, with a projected balance of \$1.039M by 2028.

Finally, Beth relayed a request for an early release of funds for the 2024 Task 030 stormwater project, specifically seeking \$139,800 from the overall task budget of \$217,000. This budget allocation was detailed to include labor costs amounting to \$94,150. Subtask B, focusing on stormwater monitoring and data management, accounted for \$71,820 of the labor expenses. Another component of the labor costs, amounting to \$22,330, was designated for Subtask D, which pertains to project management. Additionally, the breakdown of direct costs revealed an amount of \$8,650, while subcontracts were budgeted at \$37,000.

Decisions:

- Eric Dunleavy motioned to approve the early release of funds for 2024 Task 030 stormwater project. Karin North seconded the motion. The motion was carried by all present members.

6. Decision: Draft Detailed Workplan and Budget for 2024 (00:51:30)

In the review of the 2024 budget and workplan, Amy presented the anticipated revenue and expenses for the upcoming year. The projected revenue for 2024 stands at \$5,216,129. The breakdown of this total includes \$3,956,642 in core fees, \$339,488 in AMR, \$100,000 in MRP, and \$500,000 in S&T set-aside funds. The Core fees total assumes a dredger shortfall of \$200k, additional funding from POTWs for Alternate Monitoring and Reporting, \$100k from stormwater, a \$500k withdrawal from the S&T set aside (this is lower than the planned \$650k), \$320k from the undesignated reserve; \$180k for the remote sampler purchase and \$140k for workgroup strategy allocations. Additionally, there is \$320,000 from the undesignated reserve to support workgroup strategy efforts. On the expense side, the total is aligned with revenue, amounting to \$5,216,074, leaving a balanced budget with a surplus of \$55.

The detailed breakdown of the 2024 revenue reveals a significant portion from core fees and financial contributions from various sectors, including AMR, MRP, and S&T set-aside funds. The undesignated reserve's allocation aims to support workgroup strategy initiatives, ensuring comprehensive planning and execution. Program management includes increased for training new hires and for more staff interaction and coordination. Governance funding assumed a similar workgroup structure to 2023 and in-person/hybrid meetings with potential advisor travel. The Annual Reporting budget will increase with production of a Pulse in 2024. The

communications budget assumes more in-person conference attendance, associated travel costs, and general design work.

Amy highlighted key components and priorities of the 2024 workplan. The implementation costs were discussed, considering factors such as in-person attendance. The Status and Trends program budget for 2024 focuses on critical activities, including the USGS Moored Sensor Network for Suspended Sediment, monthly cruises for nutrients and phytoplankton, and monitoring in various environmental components such as water, cormorant eggs, sport fish, and harbor seals. Model maintenance is included in the S&T program budget due to its importance for ongoing modeling efforts. The special studies budget for 2024 amounts to \$1,947,500.

Following the detailed presentation, the 2024 budget was approved, with Amanda moving for approval and Adam seconding the motion. This approval ensures the allocation of funds for the outlined programs and studies, supporting the RMP's commitment to robust and effective monitoring efforts in the upcoming year.

Decision:

- Amanda Roa motioned to approve the 2024 workplan and budget. Adam Olivieri seconded the motion. The motion was carried by all present members.

7. Information: Remote Sampler Purchase Update (00:22:30)

This item was a continuation of the discussions held during the August SC meeting. The Stormwater CECs Stakeholder-Science Advisory Team convened on September 21 and put forth recommendations. The Team suggested proceeding with the use of the SFEI Mayfly portable remote sampler and conducting pilot sampling with the current design in the present year. Simultaneously, efforts were proposed to enhance the sampler to address contamination concerns, specifically related to a few CECs chemicals that may originate from tubing. The plan outlined the intention to build up to 10 SFEI Mayfly samplers during the winter, utilizing separate funds for the improvement work. The decision to purchase remote samplers to support Water Year 2025 hinged on the outcomes of pilot deployments, improvements to the SFEI Mayfly, and considerations regarding the Stormwater CEC approach, particularly concerning the number of analytes per location.

To address potential CEC contamination, future considerations were discussed, including the possibility of having two different sets of SFEI Mayfly samplers—one for PFAS and another for other CECs. Additionally, the use of ISCO samplers in some situations was proposed due to practical limitations on the number of containers that can be attached to an SFEI Mayfly. Permanent ISCO installations were contemplated for a few locations. The current budget, amounting to \$180,000, was acknowledged as unlikely to be sufficient for building permanent installations. No budget adjustments were recommended at the present time, with clarification that the budget had not yet been approved. The next update on this matter was anticipated in the following summer.

Kelly provided clarification on the rough cost per sampler, estimating parts to be between \$2000 and \$2500, while uncertainties persisted regarding labor, shipping, and additional expenses. Kelly explained that the desire for trends information and calibration data for modeling was driving the desire for permanent installations, additionally explaining that permits were required for these permanent structures.

8. Discussion: Event-based Monitoring and Funding (01:33:40)

The group continued the discussion from the morning MYP Workshop on event-based monitoring, focusing on funding and identifying the RMP's role in the Bay to support this work. Richard Looker of the TRC joined for this item.

The group defined the need for event-based monitoring and the specific events that would be targeted. Identified events included spills, typically handled by other agencies like NOAA, and the assessment of PAHs in mussels. Additionally, considerations were given to monitoring high flows and Harmful Algal Blooms (HABs), recognizing the importance of addressing these events for comprehensive monitoring. The historical context includes a past precedent of maintaining a \$50,000 contingency fund annually, and planning for high-flow year loading studies at specific locations such as Mallard Island and Guadalupe River.

Building on the lessons learned from the NMS response to HABs, the need to establish a more structured approach was emphasized. The previous year's challenge in the NMS, where costs were incurred without available funds, underscored the necessity for a proactive strategy. Tom mentioned the need for securing boats for such monitoring activities, prompting a broader discussion on the process to address this need.

Potential approaches were considered, including the formation of a small Council of Wisdom (COW) or having staff present a preliminary proposal to the Technical Review Committee (TRC). The planning should encompass the ongoing efforts of the nutrient team. The general consensus was that the RMP needs to develop a matrix of event types and monitoring needs, with a priority given to developing plans for things that could happen sooner such as high flows and HABs. The group agreed that a COW should meet soon to begin developing the matrix and plans.

Action Items:

- Schedule a first COW meeting to include Richard and Dave to brainstorm types of events, level of effort, and ways to pull in other groups. (Jay Davis, December 31, 2023)

9. Discussion/Decision: Communications (01:15:20)

For this agenda item, Jay gave a brief review of various RMP communication products. Jay thanked all involved for their contributions to the 2023 Update and inquired with the committee about requests for physical copies.

Jay then gave a quick summary of attendee feedback following the 2023 Annual Meeting. 110 people attended the event in person at the David Brower Center, joined by 168 online participants on Zoom. Survey results indicated very favorable feedback, with the hybrid format and individual speakers being lauded in particular. There were some audio troubles for online participants, with the RMP resolving to stick to the Zoom meeting (instead of Zoom webinar) format going forward. The Center has been reserved for October 16, 2024 for the upcoming Annual Meeting.

Jay previewed the 2024 RMP Pulse, with the RMP staff recommendation to have CECs as the theme, similar to the 2013 Pulse. This edition will provide an updated go-to guide to CECs in the Bay. Further updates will be provided at the January meeting.

10. Discussion: Status of RMP Deliverables and Action Items (02:05:30)

In this agenda item, Amy reported the status of recently completed, overdue, and upcoming RMP deliverables and action items. Among the accomplishments were the Nearfield Margins sediment & Preyfish cruise report and the Water Cruise report. The team also successfully executed the PFAS and NTA in Marine Mammals sample collection, conducted the Annual Meeting, and published the RMP Update. Overdue items include the QA Summary Reports for 2021 and 2022 S&T, with pending data steps and awaiting Bird Egg data and PFAS archive data. Efforts to update the MTC Bay Area Land Use (SEP) were in progress, with Tony in contact with Caitlyn Sweeney SFEP and Kearey Smith at MTC working on a plan to move things forward.

Several projects faced delays, including the updated RWSM model (new timeline June 2024) and the nutrients light attenuation and moored sensors project due to prioritization of permit-related work and awaiting WQIF approval. The Ethoxylated Surfactants Final Report experienced a delay in analysis, now expected in spring 2024, with the final report slated for 12/31/24. Data release for the Sediment Delivery to Marshes project was postponed until April 2024. The CEC modeling exploration draft report is anticipated by the end of the year.

Items due before the next meeting include the NTA Sediment Data Manuscript and Fact Sheet, DMMO database enhancements, the 2023 QAPP Update, S&T Design Report, PFAS in Archived Sport fish manuscript, and CECs in Urban Stormwater manuscript, all with expected submission for publication by the end of the year. A significant discussion revolved around access to manuscripts, weighing the options of open source versus public access.

11. Discussion: Plan Agenda Items for Future Meetings (02:25:50)

Proposed agenda items for the January SC meeting include the approval of the changes made to the Multi Year Plan and approval of the Pulse Outline.

12. Plus/Delta

The group unanimously agreed that the meeting was highly productive, especially after the MYP Workshop. Participants noted Tom's impeccable consensus decision record and commended the RMP on the Annual Meeting and RMP update.

Adjourn