



SAN FRANCISCO ESTUARY INSTITUTE

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RMP Steering Committee Meeting

January 29, 2015

San Francisco Estuary Institute

Meeting Summary

Attendees

SC Member	Affiliation	Representing	Present
Jim Ervin	City of San Jose	POTW-Large	Yes
Dan Tafolla	Vallejo Sanitation and Flood Control District	POTW-Small	Yes
Karin North**	City of Palo Alto	POTW-Medium	Yes
Adam Olivieri	BASMAA / EOA, Inc.	Stormwater	Yes
Peter Carroll	Tesoro Golden Eagle Refinery	Refineries	Yes (By Phone)
John Coleman	Bay Planning Coalition	Dredgers	Proxy
Rob Lawrence	US Army Corps of Engineers	USACE	No
VACANT		Industry	
David Frandsen	NRG Energy	Cooling Water	Yes
Tom Mumley*	SFB Regional Water Quality Control Board	Water Board	Yes

* Chair, ** Vice Chair

Guests and Staff

- Phil Trowbridge (SFEI)
- Jay Davis (SFEI)
- Adam Wong (SFEI)
- Austin Perez (BPC) for John Coleman
- Mike Connor (EBDA)
- Lawrence Leung (SFEI)
- Jim Kelly (SFEI)
- Warner Chabot (SFEI)
- Rich Wilson (CCP)

1. Introductions and Review Agenda

There were no questions regarding the agenda. Peter Carroll connected via telephone.

2. Decision: Approve Meeting Summary from November 13, 2014 Steering Committee Meeting and Multi-Year Planning Workshop

Tom Mumley relayed that the level of detail in the summary and minutes was appropriate.

Items for Approval:

Adam Olivieri moved that the November 13, 2014 Steering Committee Minutes and the November 13, 2014 Multi-Year Planning Workshop Summary be approved. Karin North seconded the motion. The motion was carried unanimously by all present members.

Action Items:

- Post November 13, 2014 SC and Multi-Year Planning Workshop meeting summaries to the website.

3. Information: TRC Meeting Summary

Phil Trowbridge gave a brief summary of the TRC Meeting held on December 10, 2014. The TRC discussed the study designs for PCB monitoring in priority margin areas and probabilistic sampling of sediments in margin areas. Updates since the meeting were that Jay Davis met with the PCB team for discussion on margin units program design. No questions were raised.

4. Decision: 2014 Budget Status, Incomplete 2014 Projects, and Funds to be Carried-Over to the 2015 Budget

Phil Trowbridge described the tasks from 2012, 2013, and 2014 that were being proposed for carry over to the 2015 budget (Page 27 of the Agenda Packet). The first recommended action, for 2012, was to authorize carryover of \$10,596 in labor funds for the PFC manuscript and \$32,000 in subcontractor funds with Deltares for nutrient-related modeling. The second recommended action, for 2013, was to authorize the carryover of \$15,933 in labor funds for nutrient modeling tasks, \$61,350 in subcontractor funds with Deltares for nutrient-related modeling, and \$47,041 in subcontractor funds with UC Santa Cruz for algal biotoxin monitoring. The third recommended action, for 2014, was to authorize the carryover of \$361,115 in labor funds, \$769,051 in subcontractor funds, and \$124,286 in direct expense funds from the 2014 RMP budget. The 2014 budget will end at least \$153k under budget and these cost savings will be added to the Undesignated Funds. The largest savings came from changing the design of Status and Trends (S&T) Program, which netted \$118k in savings for the year. The details of these numbers can be found on page 29 of the agenda packet.

There was a discussion about the savings within the S&T Program in 2014 and how it relates to planned expenses for probabilistic monitoring for margins sediments in 2015. In 2014, the S&T costs were \$118k less than budget due to implementing the changes to the S&T design. The 2015 budget includes lower S&T monitoring costs for the routine monitoring (due to the design changes) plus \$120k

allocated for margins monitoring. The 2015 S&T and margins monitoring are all funded out of 2015 fee revenue. The \$118k saved from S&T in 2014 is not needed to fund the 2015 margins monitoring. Therefore, the \$118k in savings from 2014 S&T will be added to the Undesignated Funds.

The group also discussed \$133k of 2014 funds from stormwater monitoring that was not performed due to the drought. These funds have been carried over for now. The Small Tributary Loading Strategy Team will prepare a proposal for the use of those funds to address stormwater management questions. The proposal will be presented to the TRC and then the SC for approval.

Mike Connor requested staff to prepare a proposal for how to spend Program Review Set-Aside Funds or to release these funds.

Items for approval:

Adam Olivieri moved that the first recommended action be authorized. Karin North seconded the motion. The motion was carried unanimously.

Adam Olivieri moved that the second recommended action be authorized. Karin North seconded the motion. The motion was carried unanimously.

Adam Olivieri moved that the third recommended action be authorized. Karin North seconded the motion. The motion was carried unanimously.

Action Items;

- Prepare a proposal for \$133k of unused 2014 stormwater monitoring funds for the TRC to review and the SC to approve (Lester McKee)
- Add a discussion regarding RMP Program Review funds to an upcoming SC agenda (Phil Trowbridge)

5. Decision: Outline and Budget for 2015 Pulse Report

Jay Davis presented a Draft Outline for the 2015 Pulse (Page 36 of the AP). Taking into consideration feedback from the previous meeting, he targeted a reduced budget (from \$165k to \$125k) and a more attainable timeline. The proposed Pulse would have less text than in the past, with infographics focusing on new information for pollutants.

The group decided on having two articles: (1) an overview of Management Issues including a section on the many priority pollutants that are no longer of concern, and (2) a forward looking article about what possible changes lie ahead, and how monitoring efforts might change to keep stakeholders informed and prepared. Jay was given the go ahead to work on making a more in-depth outline. Tom Mumley, Karin North, Jim Ervin, and Mike Connor agreed to be a subcommittee providing guidance on further development of the outline.

Action Items:

- Distribute expanded outline for the Pulse Report to the subcommittee (Jay Davis)

6. Decision: Request to merge Set-Aside Funds and to establish a Monitoring Contingency Fund

Due to time constraints this item was moved to the next meeting.

7. Decision: 2015 Multi-Year Plan, 2015 Program Plan and 2015 Detailed Workplan

Phil Trowbridge gave a quick summary of the three documents, their purposes and scopes. The Multi-Year Plan is a long-range planning document that sets the approximate funding level for different RMP priorities (e.g., S&T monitoring, special studies etc.). The Program Plan is an overview of the budget and priorities for RMP actions in the current year. The Detailed Workplan is essentially the Program Plan plus the detailed budget and deliverables associated with each line item. Phil recommended that the Program Plan was redundant given that all of the information in this report was also in the Detailed Workplan. The committee agreed that the Program Plan was no longer necessary. Additionally, the committee requested that the Detailed Workplan for 2016 be prepared in conjunction with the budget, to provide additional context to each line item.

8. Decision: Fees for Cooling Water Participants

David Frandsen requested reduced fees for NRG as the lone representative of the Once Through Cooling (OTC) dischargers paying into the RMP. Phil Trowbridge presented the staff recommendation that the 2015 fees for NRG should not be changed, but that the Steering Committee should discuss reducing the fees for NRG for the remaining years that it will be in RMP (2016 and 2017).

The group decided that the 2015 fees should not be refunded but that a fee reduction should be considered for 2016 and 2017. A subcommittee was formed, consisting of David Frandsen, Tom Mumley, Jim Kelly, and Phil Trowbridge, to develop a proposal to be considered by the SC at the next meeting. The proposal will contain the base fee for NRG and the date when OTC discharges must have ceased to avoid paying fees for 2018. The to-be-determined shortfall in fee revenue for 2016 and 2017 will be either made up from Undesignated Funds or budget cuts. The fees for other RMP participants will not be changed for 2016 and 2017. A discussion about fees for 2018 and onward was tabled until later, with the understanding that OTC discharger fees are not expected after 2017.

Action Items:

- Prepare a proposal regarding fees for 2016 and 2017 to be paid by NRG (Phil Trowbridge)

9. Discussion: Presentation of Draft RMP Charter

Rich Wilson from the Center for Collaborative Policy at Sacramento State presented the first draft of the RMP Charter, with a focused discussion on several points in need of resolution. The group worked through several sections of the Charter and agreed on the following.

Composition

- SC is reasonably balanced, no need to change current number of seats for stormwater
- POTWs can be restructured to BACWA principals and associates
- Remove industrial dischargers seat from SC composition
- Current TRC structure is ok, no need to match the SC structure
- TRC will serve as an advisory body, not a decision-making body (“recommendations, not decisions”)
- TRC will not vote to make recommendations, rather will use an informal process to reach consensus
- While attendees may participate in discussions, seated TRC members will be responsible for making recommendations for SC consideration
- If TRC recommendations are skewed due to lack of attendance, those not in attendance will be afforded an opportunity to weigh in on preliminary recommendations
- Additional stormwater seat on the SC can be considered in the future as needed
- Addition of industry seat on the SC can be reconsidered in the future as needed
- TRC composition, active participation and recommendation-making protocols may benefit from further discussion

Information sharing

- Merge multiple existing lists to create a large ‘Interested Parties’ list
- For matters that require SC approval, only SC members would be contacted, with the responsibility of conveying constituent sentiment falling on each individual member.
- Participant group representatives are responsible to communicate relevant RMP information to their respective constituencies.

Nutrient Management Strategy

- Section accurately captures RMP/NMS interaction and how NMS will work
- Provide additional contextual information for reader (e.g. when NMS began; when/how RMP/NMS interaction began)

Fees

- Strike current comment in appendix re: redistribution of fees based on drop off of stakeholder interest group
- If stakeholder interest group leaves, RMP will discuss and determine how best to allocate fees

Charter formatting issues

- Make sure to date charter upon approval, and thereafter when revisions are made and approved
- Do not continue document pagination into appendices

Phil Trowbridge will send out the revised Charter to the SC and TRC for additional comments. Phil reminded the group that comments on the draft were due within the next two weeks.

Action Items:

- Revise Charter and distribute to SC and TRC for additional comments (Phil Trowbridge)

10. Discussion: Topics for SOTE Conference

The group discussed ideas for the plenary speakers for the State of the Estuary Conference. Warner Chabot introduced the topic, explaining that the scope of the meeting was broader geographically than in years past, and that the theme was possibly looking at the future of the Estuary on a 50 or 100 year timescale. The group brainstormed several candidates for Warner and others to call. The discussion on the afternoon sessions that the RMP has more direct control over was left for a later meeting.

11. Discussion: Topics for Estuary News

It was decided to address this topic via email.

12. Discussion: Status of Deliverables, Action Items, and Upcoming Meetings

Phil Trowbridge presented an updated version of the Deliverable Stoplight report to the committee, as well as updates on action items. There was discussion about the new format. Tom Mumley stated that all “red flag” items should have a specific plan and a date certain when they will be complete. Also, the “Quarterly Updates” would be more appropriately called “Program Updates”.

13. Discussion: Planning agenda topics for March and June meetings

It was decided to address this topic via email.

14. Discussion: Plus/Delta

The group reviewed agenda items from the current meeting that were delayed or moved to an email discussion. The next scheduled SC meeting is April 21, 2015. Phil agreed to send calendar invites for the rest of the 2015 SC meetings to SC Representatives and to post meeting information on RMP website.

Action Items:

- Send calendar invites for the rest of the 2015 SC meetings to SC Representatives (Phil Trowbridge)
- Post meeting materials on RMP website (Phil Trowbridge).