



Item 3: SC Action Items Updated: Wednesday, July 09, 2014

Action Items - May 2014

#	Action Item	Who?	When?	Status
1	Phil Trowbridge will add a check-in about the RMP switching to a fiscal year at the July SC meeting.	Phil Trowbridge		On agenda for 7/15/14 SC Meeting.
2	Jay Davis will revisit pursuing a 2015 Pulse of the Bay at the July SC meeting.	Jay Davis		On agenda for 7/15/14 SC Meeting.
3	Adam Olivieri will send Jay Davis names of people to interview for the Small Tributaries Integrated Report article in the Estuary Newsletter.	Adam Olivieri		
4	Jay Davis, Karin North, and Peter Carroll will draft a RMP Communications Strategy before the July SC meeting.	Jay Davis		Completed.
5	Jay Davis will email the SC the SurveyMonkey results from the RMP Annual Meeting	Jay Davis		On agenda for 7/15/14 SC Meeting.
6	Phil Trowbridge will come back to the SC in July with a more detailed margins sampling plan.	Phil Trowbridge		Deferred to October 2014 SC meeting
7	RMP staff will map stations that they have had to skip sampling during the current S&T program.	Don Yee		Deferred to October 2014 SC meeting
8	Jim Kelly and Phil Trowbridge will write down and share the RMP procedures with Jay Davis.	Phil Trowbridge		Task will be completed as part of RMP Charter development.
9	Jay Davis will send Adam Olivieri and Tom Mumley the date when the final PCB Conceptual Model draft will be completed.	Jay Davis		The final report will be completed by the end of July 2014.

Action Items - January 2014

#	Action Item	Who?	When?	Status
4	Jim Kelly will inform the Board that the RMP has a process for reviewing documents and deciding whether to publish peer-reviewed articles.	Jim Kelly		Task will be completed as part of RMP Charter development.
5	Jay Davis will update the RMP organizational chart and the special studies budget table in the 2014 Multi-Year Plan.	Jay Davis		On agenda for 7/15/14 SC meeting.

Action Items - October 2013

#	Action Item	Who?	When?	Status
2	Tom Mumley, Rebecca Sutton and Phil Trowbridge will write a one to two page summary of CEC management actions to distribute to various agencies	Phil Trowbridge		The scope of this task has been defined. Need to determine deadline, audience, and funding.
5	Phil Trowbridge will consider splitting the program management task into multiple line items.	Phil Trowbridge		This task will be addressed in the 2015 RMP Budget workshop in October 2014.

Action Items - January 2013

#	Action Item	Who?	When?	Status
1	Phil Trowbridge will keep Tom informed about the annual meetings with stakeholder groups.	Phil Trowbridge		On-going. Will hold meetings with BACWA, BASMAA, dredgers, refineries, and other partners before October 2014 Planning Workshop.
10	Tom Mumley will consider talking with congressional delegation or a senior USGS manager about the importance of USGS continuing the monitoring program.	Tom Mumley		In progress

Action Items - October 2012

#	Action Item	Who?	When?	Status
7	Arrange a meeting with USGS, including Jim Cloern, EPA and RMP to discuss proposed increases in RMP contribution to USGS monthly monitoring	Jay Davis		This task will be addressed as part of the 2015 RMP Budget Workshop in October 2014.

Action Items - January 2012

#	Action Item	Who?	When?	Status
3	Keep the SC up to date regarding the status of projects pertaining to permit requirements	Phil Trowbridge	ongoing	On-going

Action Items - June 2011

#	Action Item	Who?	When?	Status
2	Discuss developing a plan for monitoring after a catastrophic event to the Bay	Phil Trowbridge	September 2011 TRC meeting	Clarifications on the scope, deadline, and budget for this task are needed.