



Delta RMP Steering Committee Meeting December 18, 2015, 9:30 am – 3:30 pm

Central Valley Regional Board, 11020 Sun Center Drive #200, Rancho Cordova, CA

Board Room

WebEx:

<https://waterboards.webex.com/waterboards/j.php?MTID=m3f581978558a63cfa0e3ef4321d20274>

Meeting number: 741 020 769

Meeting password: RMP

Call-in: 1-203-277-9149 (Toll-free number (Verizon): 1-888-686-9124)

Attendee access code: 580 245 1

Agenda

1.	<p>Introductions and Review Agenda Establish quorum</p>		<p>9:30 Brock Bernstein</p>
2.	<p>Discussion: Multi-Year Planning</p> <p>9:35 - Overview of multi-year planning process</p> <p>9:40 - Review and update table of current and anticipated management decisions</p> <p>10:10 - Review and confirm Monitoring Design, particularly the assessment questions</p> <p>10:20 - Discuss budget projections and establish planning budgets for FY16/17, FY17/18 and FY18/19 that reflect priorities and available funds.</p> <p>11:00 - Discuss options and set revenue targets for FY16/17</p>	<p>Memo describing the multi-year planning process</p> <p>Attachment 1: Table of Current and Anticipated Management Decisions</p> <p>Attachment 2: Memo regarding TAC recommendations for Monitoring Design changes</p> <p>Attachment 3-5: Multi-Year Planning Budget Tables and Graphs</p>	<p>9:35 Philip Trowbridge</p>
	<p>Lunch break</p>		<p>11:30</p>



3.	<p>Decision: Approve Meeting Summary from October 23, 2015.</p>	<p>10/23/15 Mtg Summary RMP Decision Record (Excel Spreadsheet)</p>	<p>12:00 Brock Bernstein</p>
4.	<p>Decision: Approve Communications Plan and Program Planning Overview</p> <p>These documents were presented to the Steering Committee on October 23, 2015. No written comments were submitted on the draft versions of these documents. The only changes have been fix typos and clarify a few sections as requested at the last the Steering Committee meeting.</p> <p>Desired Outcomes</p> <ul style="list-style-type: none"> Approval of Communications Plan and Program Planning Overview 	<p>Draft Final Communications Plan</p> <p>Draft Final Program Planning Overview</p>	<p>12:10 Thomas Jabusch</p>
5.	<p>Information/Decision: TAC Meeting Summary and Monitoring Update</p> <p>The TAC co-Chairs will summarize the outcomes of the TAC meeting on 11/16/15, provide a progress report on the ongoing monitoring programs, and present a revised workplan for the upcoming Nutrient Synthesis task.</p> <p>Desired Outcomes:</p> <ul style="list-style-type: none"> Informed committee regarding TAC activities and recommendations Approval of revised workplan for Nutrient Synthesis Task 	<p>11/16/15 Mtg Summary</p> <p>Memo Regarding Workplan for Nutrient Synthesis Task</p>	<p>12:30 Stephen McCord Joe Domagalski</p>
6.	<p>Information: Delta RMP Financial Update</p> <p>This update will cover remaining balances of all budgets, details of FY15/16 expenses and revenue, balance of the Undesignated Funds Reserve, and coordination activities in the Bay RMP 2016 Workplan.</p> <p>Desired Outcome:</p> <ul style="list-style-type: none"> Informed committee regarding Program finances and actions to be taken by Bay RMP to coordinate with the Delta RMP 	<p>Financial Update Memo</p>	<p>1:00 Philip Trowbridge</p>



7.	<p>Information: External review of Monitoring Design by the Delta Science Program</p> <p>The Delta Science Program is interested in managing and funding an external review of the Delta RMP Monitoring Design. A planning subcommittee of SC members has drafted recommendations for the expert panel. The Delta Science Program will consider the SC recommendations in finalizing the charge questions and selecting panelists.</p> <p><u>Desired outcome:</u></p> <ul style="list-style-type: none"> Approval of the recommendations for the expert panel (recognizing that the DSP has the authority to modify the charge questions if warranted). 	Recommendations for DSP External Review	1:30 Adam Laputz Linda Dorn
8.	<p>Decision: Steering Committee Membership</p> <p>Representatives from NOAA Fisheries are interested in serving as the Resource Agency seat. The Regulatory-Federal seat was recently vacated and a replacement is needed. The State Board is interested in having a seat on the SC. An additional stormwater seat may also be needed. At the last meeting, it was decided to review the overall composition of the SC. The SC will discuss all of these issues and decide on the number and composition of the SC seats.</p> <p><u>Desired outcome:</u></p> <ul style="list-style-type: none"> Approval of filling the vacant Resources Agency seat with representatives from NOAA. Decision whether to add another seat for the State Water Board. Decision whether to add another seat for stormwater agencies. 	Co-Chair Recommendations re: Delta RMP Steering Committee Balance	2:00 Adam Laputz Linda Dorn



9.	<p>Decision: Adequate Participation Concepts The concepts for adequate participation have been updated since they were discussed at the last meeting. After they are approved, these concepts will be added to the draft Charter for the Program. Desired outcome:</p> <ul style="list-style-type: none"> Approval of adequate participation concepts 	Draft Criteria for Adequate Participation	2:30 Adam Laputz Linda Dorn
10.	<p>Discussion: Status of Deliverables, Action Items and Upcoming Meetings Desired outcome: To inform the committee about Delta RMP deliverables and upcoming meetings.</p>	Delta RMP Stoplight Reports	3:00 Philip Trowbridge
11.	<p>Plus/Delta, set dates and agenda topics for upcoming meetings Desired outcome:</p> <ul style="list-style-type: none"> A date for the next meeting Informed committee regarding the purpose of the next meeting 		3:15 Brock Bernstein
12.	Adjourn		3:30



DATE: December 10, 2015

TO: RMP Steering Committee

FROM: Philip Trowbridge

RE: Overview of Multi-Year Planning Process

The purpose of the multi-year planning process is to identify future information needs for management decisions and align budgets with priorities.

Multi-year planning helps the Program to be cost-effective through identifying strategic, long-term partnerships and opportunities to leverage and/or augment existing funding. It keeps the program relevant to upcoming decisions and gives staff direction to develop detailed workplans.

As part of the planning process, the Steering Committee will identify upcoming management decisions and information needs related to these decisions. Then, the SC will determine if any changes to the Monitoring Design are warranted. Next, the SC will review predictions of revenue and expenses to implement the Monitoring Design. Finally, the SC will set a revenue target for FY16/17 (and maybe FY17/18-FY18/19), establish priorities, and assign planning budgets to the different focus areas within the revenue targets.

The budgets set in the multi-year planning process are only guidance for planning purposes. The actual budgets for each year will be in the Detailed Workplan and Budget that is prepared in the spring and approved by the Steering Committee. However, the planning budgets are helpful to staff and the TAC to understand approximately how much funding might be available for different focus areas.

To assist the Steering Committee with this process, the following briefing documents are attached:

- Attachment 1: A table of Current and Anticipated Management Decisions, Policies, and Actions by the Regulatory Agencies that Manage Delta Water Quality
- Attachment 2: A memo summarizing TAC recommendations for changes to the Monitoring Design
- Attachment 3: Tables showing estimated costs to implement the Monitoring Design and Communications Plan for FY15/16 through FY18/19
- Attachment 4: A table showing options for revenue targets and cost allocation schedules
- Attachment 5: A summary graphic showing the multi-year budgets and revenue options from Attachments 4 and 5.

**Current and Anticipated Management Decisions, Policies, and Actions
by the Regulatory Agencies that Manage Delta Water Quality**

DRAFT

Decisions, Policies, and Actions (Lead Entity)	Timing
ON-GOING AND EXISTING	
Nutrient Numeric Endpoints-Inland (SWRCB)	2017 Completion of 5 year project 2015 Significant Decision process
Chemicals of Emerging Concern monitoring program development (SWRCB)	On-going
Central Valley Diazinon and Chlorpyrifos Basin Plan Amendment (CVRWQCB)	SWRCB approval in 2015 EPA approval 2016
Clean Water Act 303(d) list of Impaired Waterbodies and 305(b) Integrated Report (CVRWQCB)	Ongoing. Revisit in Summer 2016
Pathogen Basin Plan Amendment (CVRWQCB)	Completed. Revisit in ??
SF Bay North Bay Selenium TMDL (SFBRWQCB)	Completed in 2015. Revisit in ??
Phase II Delta Methylmercury Total Maximum Daily Load (CVRWQCB)	2020
NEW AND FUTURE	
Nutrient Numeric Endpoints-Delta (CVRWQCB)	On-going
San Francisco Bay Nutrient Science Plan (Delta Plan Recommendation)	January 2016
CA Water Fix (New diversion point – Hearings Spring 2016) (SWRCB)	Spring 2016
Central Valley Pyrethroids Total Maximum Daily Load (CVRWQCB)	Summer 2016
Central Valley Nutrient Research Plan (Delta Plan Recommendation)	Fall 2016
Statewide Reservoir Methylmercury Total Maximum Daily Load (CVRWQCB)	December 2016

* Lead Entities as they appear: State Water Resources Control Board (SWRCB), Central Valley Regional Water Quality Control Board (CVRWQCB), and San Francisco Bay Regional Water Quality Control Board (SFBRWQCB).

Current and Anticipated Management Decisions, Policies, and Actions
by the Regulatory Agencies that Manage Delta Water Quality

DRAFT

Decisions, Policies, and Actions (Lead Entity)	Timing
NEW AND FUTURE (Continued)	
Central Valley Diuron Total Maximum Daily Load (CVRWQCB)	2016
Toxicity Policy- New state plan on effluent and receiving water toxicity (SWRCB)	2016
Clean Water Act 303(d) list of Impaired Waterbodies and 305(b) Integrated Report (SFBRWQCB)	2016
USEPA Water Quality Objective for Selenium	2016
Regional Stormwater Permit (CVRWQCB)	2016
Lower San Joaquin River Salinity Objectives (CVRWQCB)	2016
Bay Delta Water Quality Control Plan Phase II Flow Objectives Sacramento Inflows (SWRCB)	2016
Bay Delta Water Quality Control Plan Phase II Flow Objectives Sacramento Outflow (SWRCB)	Proposed adoption 2016
Bay Delta Water Quality Control Plan Phase I Flow Objectives San Joaquin River Inflows (SWRCB)	Proposed adoption 2015
CV-SALTS (CVRWQCB)	Salt and Nitrate Management Plan 2016 Basin Plan Amendment 2018

* Lead Entities as they appear: State Water Resources Control Board (SWRCB), Central Valley Regional Water Quality Control Board (CVRWQCB), and San Francisco Bay Regional Water Quality Control Board (SFBRWQCB).

Attachment 2



DATE: December 10, 2015
TO: Delta RMP Steering Committee
FROM: Thomas Jabusch, ASC
RE: Potential Monitoring Design Adjustments for FY16/17

REQUESTED ACTION

Approve edit to pesticide assessment question #2: What are the spatial/temporal distributions of concentrations of currently used pesticides identified as likely causes of observed toxicity or with the highest risk potential?

EXPLANATION

Per our planning cycle, the TAC reviews the Monitoring Design each year to inform the Multi-Year Planning discussion by the SC. The TAC reviewed several potential monitoring design adjustments that had been previously identified. The overall recommendation from the TAC is to not make any changes at this stage except for the above edit, mainly because it is too early in the process to evaluate whether changes are needed: monitoring has just begun, relevant studies are underway, and other reviews are forthcoming.

Attachment 3: Delta RMP Planning Budgets for FY15/16-FY18/19

Delta RMP actual and forecast expenditures for FY15/16 through FY18/19. Costs for FY15/16 are the approved budget. Costs for FY16/17 and later are estimates of the cost to implement the full Monitoring Design and Communications Plan. **These budgets are for planning purposes only. Final budgets will be set by the Steering Committee and will be limited by the available revenue.**

Budget Item	<i>Actual</i>	<i>Forecast</i>	<i>Forecast</i>	<i>Forecast</i>
	FY1516	FY1617	FY1718	FY1819
Program Management	\$217,900	\$326,779	\$324,343	\$345,531
Communications	\$20,000	\$0	\$0	\$134,611
Pesticides	\$513,038	\$525,864	\$589,011	\$552,486
Mercury	\$0	\$253,200	\$259,530	\$316,018
Nutrients	\$50,000	\$205,000	\$102,500	\$102,500
Pathogens	\$92,000	\$47,250	\$0	\$0
Other Focus Areas	\$0	\$0	\$0	\$0
Total	\$892,938	\$1,358,093	\$1,275,383	\$1,451,147

For each budget item, the cost was estimated from the Detailed Planning Budgets on the following pages.

Detailed Planning Budgets for Each Programmatic Area (Page 1 of 2)

Program Management	FY1516	FY1617	FY1718	FY1819
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Program Development				
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Program Planning	\$45,000	\$46,125	\$47,278	\$48,460
Contract and Financial	\$47,000	\$103,131	\$95,104	\$110,562
Gov- SC Meetings	\$45,900	\$47,048	\$48,224	\$49,429
Gov- TAC Meetings	\$59,000	\$60,475	\$61,987	\$63,537
Gov- WG Honoraria	\$0	\$25,000	\$25,625	\$26,266
QA- QAPP Updates	\$10,000	\$15,000	\$15,375	\$15,759
QA- Technical Oversight	\$11,000	\$30,000	\$30,750	\$31,519

Inflation Rate: 2.50%

Assumes inflation rate

Assumes 10% of non-PM costs

Assumes inflation rate

Assumes inflation rate

Step increase to add Science Advisors, then inflation rate

Step increase because under-funded, then inflation rate

Step increase because under-funded, then inflation rate

Communications	FY1516	FY1617	FY1718	FY1819
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Pulse of the Delta 2011				
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Pulse of the Delta 2012				
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Pulse of the Delta 2018				\$134,611
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2018 Pulse cost is \$125K in 2015 \$\$ inflated at 2.5%/yr

Communications Plan	\$16,000			
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Charter	\$4,000			
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Pesticides	FY1516	FY1617	FY1718	FY1819
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CUP Monitoring	\$513,038	\$525,864	\$539,011	\$552,486
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Assumes inflation rate. Estimate includes data mgmt costs.

Technical Report			\$50,000	
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Detailed Planning Budgets for Each Programmatic Area (Page 2 of 2)

Mercury	FY1516	FY1617	FY1718	FY1819
Fish Monitoring		\$73,000	\$74,825	\$76,696
Fish Data Management		\$14,600	\$14,965	\$15,339
Water Monitoring		\$138,000	\$141,450	\$144,986
Water Data Management		\$27,600	\$28,290	\$28,997
Technical Report				\$50,000

Assumes inflation rate

Assumes data mgmt costs are 20% of monitoring costs

Assumes inflation rate

Assumes data mgmt costs are 20% of monitoring costs

Estimate from Prop 1 proposal.

Nutrients	FY1516	FY1617	FY1718	FY1819
Synthesis Report - Sensor Data				
Synthesis Report - Monitoring Data Gaps	\$50,000			
Additional Synthesis Reports		\$40,000		
Nutrient Monitoring Design		\$65,000		
"No Regrets" Nutrient Monitoring		\$100,000	\$102,500	\$102,500

From Monitoring Design

From Monitoring Design

Assumed \$100k starting value, then inflation rate

Pathogens	FY1516	FY1617	FY1718	FY1819
Pathogens Study - Year 1	\$10,000			
Pathogens Study - Year 2	\$82,000			
Pathogens Special Studies		\$47,250		
Pathogens Study Final Report (in-kind)				

Estimate includes data mgmt costs.

Estimate includes data mgmt costs.

From Monitoring Design

Other Focus Areas	FY1516	FY1617	FY1718	FY1819

TBD. No other focus areas planned currently.

Attachment 4: Delta RMP Cost Allocation Schedule Options for FY15/16 - FY18/19

Delta RMP revenue is provided by Program Participants. In FY15/16, the Program Participants will contribute a total of \$1,090,288 to the Program. Each year the Steering Committee must approve a Cost Allocation Schedule that distributes the full cost of the program to the Participant Groups. To assist the Steering Committee in setting revenue targets for FY16/17, the table below shows total revenue that would be generated for a variety of options. The Steering Committee can develop other options besides those presented in this table. Setting revenue targets for FY17/18 and FY18/19 would be helpful for multi-year planning but is not necessary.

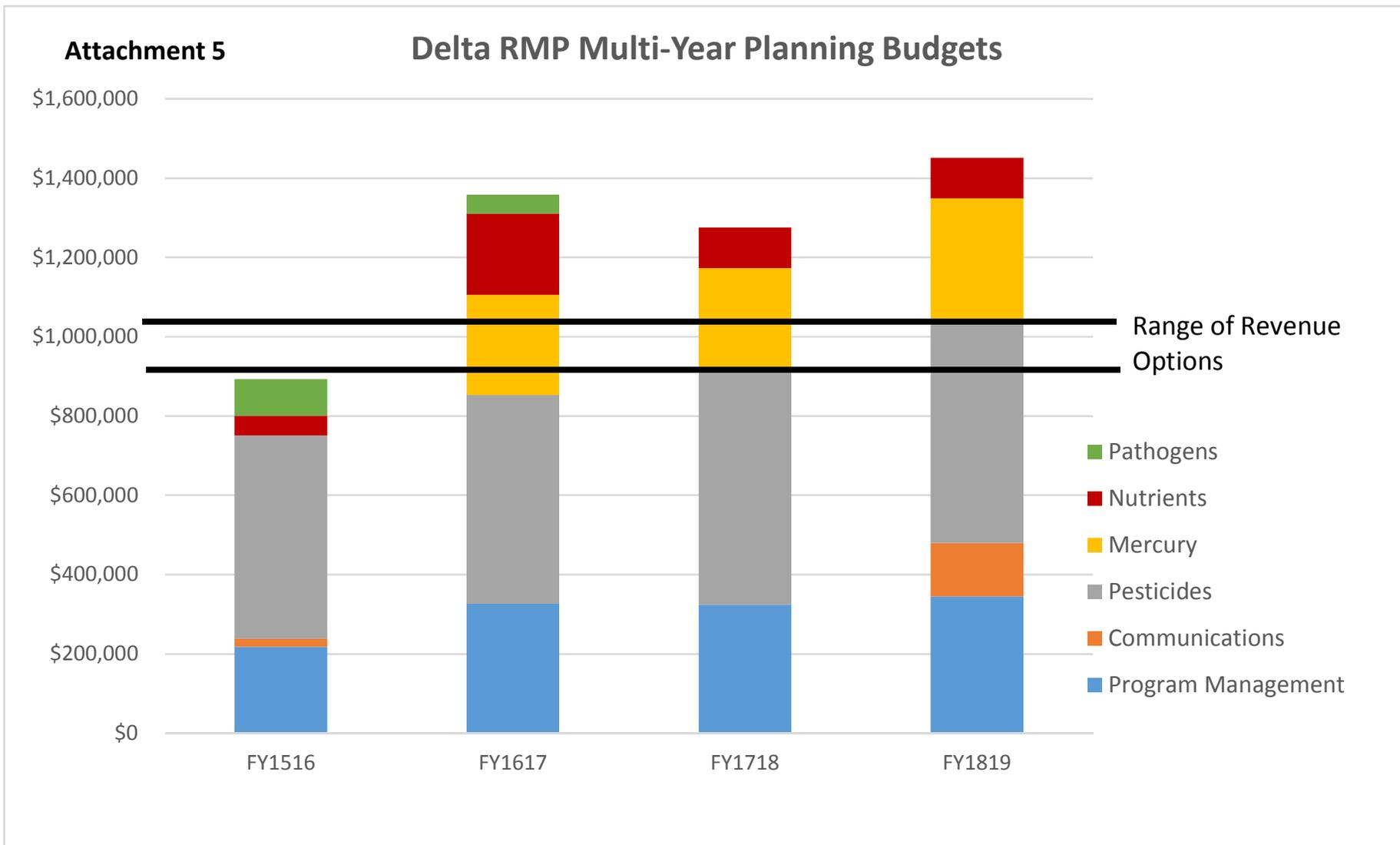
Revenue Source	FY1516	FY1617				FY1718	FY1819
	Actual	Option A	Option B	Option C	Option D		
ILRP	\$147,335	\$147,335	\$147,335	\$151,018	TBD		
MS4 Phase 1	\$196,200	\$196,200	\$196,200	\$201,105	TBD		
MS4 Phase 2	\$169,999	\$170,000	\$170,000	\$174,250	TBD		
POTW	\$209,754	\$144,643	\$209,754	\$214,998	TBD		
SFCWA	\$100,000	\$0	\$100,000	\$102,500	TBD		
RB5 - SWAMP	\$267,000	\$200,000	\$200,000	\$205,000	TBD		
Total	\$1,090,288	\$858,178	\$1,023,289	\$1,048,871	TBD		

Option A: Minimum Required by Permits. Same as FY15/16 minus extra contributions by POTWs (\$65,111). Assuming SWAMP funding returns to \$200,000/yr.

Option B: Same as FY15/16. Assuming SWAMP funding returns to \$200,000/yr.

Option C: Increase contributions from all categories at inflation rate (2.5%).

Option D: Some other allocation to be developed by the Steering Committee.



Delta RMP Steering Committee Meeting

October 23, 2015

9:30 AM – 3:45 PM

Central Valley Regional Board, 11020 Sun Center Drive #200, Rancho Cordova, CA

Board Room

Draft Summary

Attendees:

Voting Steering Committee (and/or Alternate) members present¹:

Tim Vendlinski (USEPA), Regulatory – Federal

Stephanie Reyna-Hiestand (City of Tracy), Stormwater, Phase II Communities

Linda Dorn* (Regional San), POTWs

Josie Tellers (City of Davis), POTWs

Mike Wackman (San Joaquin County and Delta Water Quality Coalition), Agriculture

Adam Laputz* (Central Valley Water Board), Regulatory – State

Dave Tamayo (Sacramento County), Stormwater, Phase I Communities

Erich Delmas (City of Tracy), POTWs

Val Connor (SFCWA), Water Supply

Gregg Erickson (Interagency Ecological Program), Coordinated Monitoring

David Cory (Westside San Joaquin River Watershed Coalition), Agriculture

*Co-Chairs

Others present:

Brock Bernstein, Facilitator

Thomas Jabusch, SFEI-ASC

Brian Laurenson, LWA (TAC)

Joe Domagalski, USGS (TAC co-Chair)

¹ Name, Representation (Affiliation)

Phil Trowbridge, SFEI-ASC

Tom Grovhoug, LWA

Michael Johnson, MLJ-LLC (TAC)

Debbie Webster, CVCWA (Alternate, POTWs)

Stephen McCord, MEI (TAC co-Chair)

Paul Bedore, RBI

Parry Klassen, ESJWQC (Alternate, Agriculture)

Sherill Huun, City of Sacramento

Rachel Kubiak, WPHA

Laura McLellan, Central Valley Water Board

Pamela Creedon, Central Valley Water Board (Alternate, Regulatory – State)

Sue McConnell, Central Valley Water Board

On phone:

Stephen Clark, Pacific EcoRisk

1.	<p>Introductions and Review Agenda A quorum was established.</p>
2.	<p>Decision: Request for Second Seat for Agriculture on Steering Committee This item was moved up front (Item #9 in the Agenda). The SC unanimously approved a second seat for Agriculture. David Cory will be the primary representative. Parry Klassen will be the alternate.</p> <p>OUTCOMES → Decisions: ⇒ Add a second seat for Agriculture to the Steering Committee. Moved: Val Connor. Seconded: Josie Tellers. Approved: 10-0.</p> <p>→ Action Items: ⇒ Update SC roster (Thomas Jabusch, by November 30). ⇒ Put an item on the next agenda to discuss the requests for additional Steering Committee seats for Phase I and Phase II stormwater and the State Board and the overall balance and composition of the committee (Phil Trowbridge, by December 18). ⇒ Provide a list of appropriate candidates from fisheries agencies for the vacant Resource Agencies seat (Tim Vendlinski to tag –team with Gregg</p>

	Erickson, by December 18).
3.	<p>Decision: Approve Meeting Summary from June 16, 2015 The SC voted to approve the June 16 Meeting Summary with a couple of minor edits required by Val Connor. All voted in favor except David Corey, who abstained since he was not at the last meeting.</p> <p><i>OUTCOMES</i></p> <p>→ <u>Decisions:</u></p> <ul style="list-style-type: none"> ⇒ Approve minutes from June 16, 2015, as amended. Moved: Val Connor. Seconded: Josie Tellers. Approved: 10-0-1. <p>→ <u>Action Items:</u></p> <ul style="list-style-type: none"> ⇒ Update minutes with edits requested by Val and post to Regional Board website (Thomas Jabusch, by October 30).
4.	<p>Information/Decision: TAC Meeting Summary and Monitoring Update Stephen McCord gave an update from the September 24 TAC Meeting. In addition, updates were provided on each of the four priority constituents.</p> <p><i>Pathogens:</i> Brian Laurenson provided an update on the pathogen monitoring. The DWR MWQI program provides ambient sampling for pathogen analyses as a no cost in-kind service to the RMP. The monitoring effort follows the USEPA LT2 sampling method and had to grapple with low recoveries caused by a reagent supply issue. Because of the importance of the data to the drinking water agencies, the monitoring was modified to tackle the recovery issue rather than halted. The recovery issue is now resolved and the 2-year “special study” is continuing according to the original work plan. The original work plan also included Year 2 follow-up studies that are not included in the FY15/16 budget. An estimated \$30K is needed for these studies, either in the form of additional funds or by reducing the scope of the ambient monitoring and shifting budgeted funds to the follow-up studies. Issues that are still to be decided are the format of the final report, and how LT2 data collected by drinking water agencies will be compiled.</p> <p><i>Pesticides:</i> Joe Domagalski provided an update on the pesticide sampling. There are concerns over the sampling at Buckley Cove that will be discussed at the next TAC meeting. Samples at Buckley Cove have higher concentrations of pesticides than the other sites but they are also collected directly from the shore, since there is no bridge or pier that would allow mid-stream sampling. Some participants expressed concern over the detection of insecticides in the samples. Insecticides detected</p>

during the initial three sampling events include bifenthrin, albeit at a very low concentration. Gregg Erickson commented that detected concentrations should be compared against thresholds to determine whether there is a problem. Brock Bernstein agreed and added that it is important to first answer the questions about which pesticides are present and then tackle the questions of potential impacts. Josie Tellers commented that historical datasets (e.g., Sacramento River @ Freeport) provide an opportunity for comparison, to evaluate what has changed over time. Joe cautioned that the data collected by the NAWQA program at Freeport may not be entirely comparable with data collected by the RMP at Hood.

Toxicity: Stephen McCord provided an update on initial results from the toxicity testing. He reminded the SC that for each site and event, one additional sample is sent to the UC Davis Aquatic Health Program Laboratory (AHPL) for toxicity testing with three species: an alga (representing the base of the foodchain), *Ceriodaphnia* (primary consumer), and a fish (secondary consumer). There were temporary problems with the *Ceriodaphnia* test and AHPL outsourced the *Ceriodaphnia* test to another lab (Aqua Science) for the September event. The toxicity test results have not yet triggered any Toxicity Identification Evaluations (TIEs). The TIE subcommittee is convening on an as-needed basis. TIE subcommittee meetings have been focusing on the TIE guidance and recommended treatments. Josie Tellers commented that the guidance developed by the Delta RMP TIE subcommittee might also be useful to other groups at some future point.

Nutrients: several white papers will be completed in late 2015, including a synthesis of high-frequency data funded by the Delta RMP. ASC will convene a nutrient workgroup that will include members of the TAC, the former nutrient subcommittee, and additional external experts. The main charge of the workgroup will be to recommend high priority monitoring for the RMP to be implemented starting in the next fiscal year. Brock commented that the white papers coming out of the Central Valley Water Board's nutrient strategy effort would contain many specific details to be harvested by the Delta RMP. Adam Laputz explained that the workgroups from the Regional Board's effort are reviewing information with the purpose of developing a research plan. Many of the recommendations from the workgroups are about monitoring and highly relevant to the RMP. Linda Dorn emphasized the need for coordination of the RMP with the other ongoing efforts (such as the San Francisco Bay Nutrient Management Strategy).

Communications Plan. The TAC recommended removing appendices that were previously included and were showing a) a flowchart describing the proposed interaction of the Delta RMP with the Regional Board in data evaluation and follow-up and b) analyses needed to answer prioritized management and assessment questions. The TAC also suggested to add language that provisional data and a collaboration space would be provided for the TAC. Phil Trowbridge commented that all received pathogens data have been uploaded on the TAC Google site.

External Panel. The TAC recommends review of the Monitoring Design by an expert panel. The main requests from the TAC to the SC are to 1) allocate funding for an external review, and 2) approve the charge to the expert panel, once developed, and 3) approve the panelists, once selected. The proposed objective is to obtain targeted answers to the overarching questions guiding the review:

- 1) "Are the indicators correct?" and
- 2) "Is the study design for each indicator sufficient?"

Overall, the SC was supportive of the concept of the review but also requested that the TAC and ASC would further investigate the option of getting a no-cost detailed review by the Delta Science Program (DSP). There was some discussion about whether the DSP would be appropriate as a convener or whether there would be any perceived bias. Tim Vendlinski remarked that whereas the DSP has a very definitive mission, it is a new agency and suggested the Delta RMP and DSP should aim to reinforce each other.

SC members also supported the concept of a review by the Independent Science Board (ISB), which would focus on the niche of the Delta RMP and how it is filling it in relation to the other players and programs in the Delta.

OUTCOMES

→ **Action Items:**

- ⇒ Update TAC summary with the correct station name for the Mokelumne on page 4 (New Hope Road)(Thomas Jabusch, by October 30).
- ⇒ Get provisional pesticide data from USGS and post with the rest of the provisional data on the TAC website (Thomas, by October 30).
- ⇒ Request results from the first round of the *Hyaella* interlab study (Stephen Clark, by October 30) – *done*. SCCWRP will not release these data until the study is complete.

	<ul style="list-style-type: none"> ⇒ Get information on the DSP peer review process from Val Connor and share it with the Steering Committee. (Phil, by October 30) ⇒ Talk to the Delta Science Program about getting an external review of the Monitoring Design. Coordinate with Val and Gregg on this item (Phil, by December 18).
5.	<p>Information: Delta RMP Financial Update</p> <p><i>Budgets.</i> Phil Trowbridge projected an optimistic outlook on FY15/16. The total projected revenue for FY15/16 is \$1,123K dollars, which is more than what is budgeted in the workplan. The revenue is expected to arrive at ASC on time such that implementation of the FY15/16 workplan can proceed without interruption. He suggested to put the surplus into a reserve, as is done in the Bay RMP. He explained that building a reserve is important because it gives flexibility to the program. Several program participants expressed concerns over high “overhead” (tasks that are not generating data) of 35% and the need to increase the revenue overall. Phil agreed that now that money is coming the RMP could examine how it could become more effective but also cautioned the group to consider that the RMP is a stakeholder program with significant governance costs. Val Connor suggested the formation of a subcommittee that would look at ways for “growing the pot” and better leveraging the data generation. Participants also suggested to include Hg monitoring as a budget item in future budget presentation, even if it is currently unfunded, to make clear that it is part of the program.</p> <p><i>In-kind support from Bay RMP.</i> Phil relayed the request of Contra Costa Phase IIs located in Region 5 to stay in the Bay RMP rather than joining the Delta RMP. The Bay RMP would in return leverage the Delta RMP at an adequate level, for example, by sharing infrastructure and tools for data management and visualization.</p> <p><i>Prop 1 application.</i> ASC has submitted a Prop 1 proposal to support the currently unfunded monitoring of mercury by the Delta RMP. Val Connor commented that the Prop 1 RFP is very competitive and that it may take longer than with other RFPs to hear back with a decision. Phil replied that he is cautiously optimistic. The proposal has been submitted in response to the DFW solicitation, which has listed the Delta RMP as a funding priority. Val Connor said she would expect another call for proposals to come out by the Delta Science Program, also with the Delta RMP as a funding priority. She said she would like to get the proposed subcommittee together shortly and get prepared for future Prop 1 solicitations, because the turnaround is expected to be short. She further said that the “funding group” she</p>

had recommended earlier would need to look at both how to “grow the pot” and how the RMP is spending its money.

Meeting participants supported the idea of having a Finance subcommittee. There was an extended discussion and disagreements about the charge for the Finance subcommittee and the timing and objectives of an initial financial review. Overall, participants agreed that there is need for “growing the pot” and that there are efficiencies that could be looked at by April, which is when the FY16/17 Workplan is to be completed. Mike Wackman suggested two connected but slightly different motions: 1) establishing a Finance committee to consist of one representative each from water supply, POTWs (Regional San), stormwater, and agriculture; and 2) establishing a Revenue committee that would start out by looking into grant funding. The Finance committee was tasked to look for cost savings that could be implemented in the next workplan. The Revenue committee was tasked with identifying new and sustainable sources of funding.

OUTCOMES

→ **Decisions:**

- ⇒ Establish a Finance Subcommittee to review Program budgets and look for cost savings that could be implemented in the next workplan. The committee will have one representative each from water supply, agriculture, wastewater, and stormwater. Moved: Mike Wackman. Seconded: Adam Laputz. Approved: 11-0-0.
- ⇒ Establish a Revenue Subcommittee to identify new sources of funding for the Program, especially grants. The committee will consist of Val Connor, Linda Dorn, and Gregg Erickson. Moved: Mike Wackman. Seconded: Adam Laputz. Approved: 11-0-0.

→ **Action Items:**

- ⇒ Convene the Finance and Revenue Subcommittees for kick-off meetings (Val, by December 18).
- ⇒ Put an item on the agenda for the fall 2016 SC meeting to review the Program expenses compared to other similar programs, the goals of the Program, and the multi-year trajectory of the Program (Phil Trowbridge, by October 30).
- ⇒ Follow up with Val and Mike about the Finance Subcommittee to find out what assistance they need from ASC (Phil, by October 30).

6.	<p>Discussion: Supplemental Budget Request for Pesticide Laboratory Confirmation Study</p> <p>Participants discussed a request by POTWs to split 5% of pesticide samples (3 samples) for analysis by a second laboratory but the discussion was inconclusive, partly because the objectives were not clear to the group. Joe Domagalski mentioned that USGS is participating in a round-table lab study on neonicotinoids. Val Connor brought up the idea of taking advantage of Ulatris Creek sampling by SFCWA. Mike Wackman suggested that POTWs bring a more succinct proposal for what needs to be done and why to the TAC for review.</p> <p><i>OUTCOMES</i></p> <p>→ Action Items:</p> <ul style="list-style-type: none"> ⇒ Develop a proposal for an interlaboratory comparison study for pesticides for the TAC to review (Josie Tellers, by November 9)
7.	<p>Lunch break</p>
8.	<p>Discussion: Communications Plan</p> <p>Thomas Jabusch provided a brief overview of the draft Communications Plan and an outline for a Foundational Documents report. This agenda item had two objectives: 1) obtain feedback on the draft Communications Plan and 2) get SC approval of the outline for the Foundational Documents report.</p> <p>The outline for the Foundational Documents report was supported by the SC. The report would be 15-20 pages long and mostly compiled from existing documents. Val Connor was supportive of the idea of pulling all the foundational documents into one but also brought up the idea that the RMP needs a brochure that can be used for the “elevator speech”. Tim Vendlinski commented that the brochure to be used by the Revenue Committee, when completed, could be rolled into the Foundational Document report. Val Connor supported the modular formatting of the report. Dave Tamayo commented that the report shouldn't try to capture all details and be updated only when there are fundamental changes. He suggested that the most meaningful aspect of the report would be a half-page or page-long summary documenting the evolution of the RMP.</p> <p>Participants provided several comments on the draft Communications Plan. There were no major concerns over the products and review process. There was some discussion about the scope and concept of synthesis. Participants agreed on the idea of synthesis as pulling together information and data for the purpose of</p>

	<p>addressing the management questions. There were also several specific questions about the reporting of QA information (such as flags in CEDEN data), how it would be communicated to the TAC, and whether the QA reporting has been budgeted. Phil Trowbridge confirmed that the Annual Monitoring Reports are already in the budget and would summarize QA information.</p> <p><i>OUTCOMES</i></p> <p>→ <u>Decisions:</u></p> <ul style="list-style-type: none"> ⇒ The Steering Committee endorsed the outline for the Delta RMP Foundations document (consensus). <p>→ <u>Action Items:</u></p> <ul style="list-style-type: none"> ⇒ Review and provide comments on the draft Communications Plan (SC, by November 6). ⇒ Develop ideas for a fact sheet to support fundraising efforts (Val Connor and Finance Subcommittee, by December 18).
9.	<p>Discussion: Program Planning documents</p> <p>The discussion started with a very short presentation by staff of the proposed content of the Draft Program Planning Overview and the concept of a Multi-Year Planning Workshop. The long-term plans and priorities of regulatory agencies are “key ingredients” for the multi-year planning. Adam Laputz commented that the nutrient research plan development process would provide some of the needed information but is still a bit of a moving target. For pesticides, Dave Tamayo commented that management is largely driven by DPR. Adam added that DPR should participate in the planning discussions on some level. Phil reported that people from key agencies that are not regular participants are coming to the planning meetings of the Bay RMP. The group agreed that it would make sense for the Delta RMP to take a similar approach. A large portion of the December SC will be devoted to Multi-Year Planning.</p> <p>The group then discussed the flowchart initially developed by POTWs that illustrated the proposed interaction of the Delta RMP with the Regional Board in data evaluation and follow-up. There were no substantial comments on the flowchart (other than using the original 7/7/14 version) and SC members agreed that it should be added into the Foundational Document report, because it was fundamental for agreeing to the permit change for POTWs. Dave Tamayo suggested that the language from the POTWs’ permits should also be included as an example. The permit language states that Delta RMP data are not used directly to determine</p>

	<p>compliance. However, there could be instances where dischargers may choose to use Delta RMP data to demonstrate compliance.</p> <p><i>OUTCOMES</i></p> <p>→ Action Items:</p> <ul style="list-style-type: none"> ⇒ Review and provide comments on the draft Program Planning Overview (SC, by November 6) ⇒ Add the July 7, 2014, version of the RMP-RB Interaction Flow Chart to the RMP Foundations document with an introduction that explains that this flow chart was a foundational document and the basis for language that was added to permits. The introduction should also explain that the purpose of the flow chart is to show mutual expectations that the RMP will be used to collaboratively study issues as much as possible to avoid additional study requests from the Water Board on top of the RMP (Thomas Jabusch, by December 18)
10.	<p>Discussion: Approve Policies for</p> <ul style="list-style-type: none"> • Adequate Participation • Conflict of Interest • Request for Proposals Guidance <p><i>Adequate Participation.</i> Adam Laputz walked the group through the Draft Criteria for Adequate Participation. The three main items considered for determining adequate participation would be</p> <ol style="list-style-type: none"> 1. Exchange of existing individual monitoring, 2. Approved program budget, and 3. Whether additional funds are expected throughout the year. <p>Linda Dorn commented that language should be added to also describe how to evaluate adequate participation if the permittee does not have any monitoring exchange. This would apply to most Phase IIs. In this context, Stephanie Reyna-Hiestand brought up an issue encountered in deciding adequate participation for Phase IIs. She relayed perceived equity issues amongst Phase IIs with no exchange and those that have previously joined Phase I monitoring and are subject to exchange. Adam responded that the adequate participation criteria would be flexible enough to deal with such issues. Stephanie also advised that the RMP would need to think about how to deal with the proportions of various groups in case there are large changes to the overall budget and pointed to the need for some</p>

	<p>stability in the budget. Phil commented that the Bay RMP sets its overall budget in three-year increments for stability.</p> <p>The discussions about Conflict of Interest and Request for Proposal Guidance were postponed to another meeting.</p> <p><i>OUTCOMES</i></p> <p>→ Action Items:</p> <ul style="list-style-type: none"> ⇒ Revise adequate participation language and work with co-chairs on edits (Phil Trowbridge, by December 18)
11.	<p>Discussion: Status of Deliverables, Action Items and Upcoming Meetings</p> <p>Phil Trowbridge reviewed the status of deliverables and summarized the action items from the meeting. There were no comments.</p>
12.	<p>Plus/Delta, set dates and agenda topics for upcoming meetings</p> <p><i>OUTCOMES</i></p> <p>→ Action items:</p> <ul style="list-style-type: none"> ⇒ Set next meeting date for December 18, reserve room, and send invitations to the SC (Thomas Jabusch, by October 30)

Record of Decision for the Delta RMP Steering Committee

Number	Date	Decision	Meeting Summary Link	Type	Yes	No	Abstain
2015-1	01/22/15	The Steering Committee provisionally approved the Monitoring Design, for purposes of proceeding to implement the workplan for the remainder of fiscal year 14/15.	FINAL	Consensus			
2015-2	01/22/15	The Steering Committee accepted the recommendation from the TAC to use <i>Hyaella</i> for water toxicity testing but asked the TAC to provide additional technical information about evaluating and interpreting the data.	FINAL	Consensus			
2015-3	01/22/15	The Steering Committee approved the fiscal year 14-15 workplan for nutrients, specifically the allocation of \$35,000 to the startup of the high frequency data analysis, with the understanding that this work element will be completed in fiscal year 15/16. The Steering Committee requested that a sole-source justification for the USGS contract be prepared and added to the workplan. The Steering Committee generally agreed that there was sufficient justification to contract with USGS on a sole source basis due to the USGS' unique expertise, specialized experience, and access to unpublished sensor data.	FINAL	Consensus			
2015-4	01/22/15	The Steering Committee approved the FY14–15 workplan for pathogens, with the understanding that this work element will be completed in FY15–16. The Steering Committee requested a more formal sole-source justification for the pathogen labs in the workplan.	FINAL	Consensus			
2015-5	01/22/15	The Steering Committee approved the FY14–15 workplan for pesticides and toxicity, with the understanding that this work element will be completed in the subsequent fiscal year and with the budget will be reduced by \$4,500 since a RFP process for field sample collection will not be needed. The Steering Committee requested that sole-source justifications for the USGS lab contract and ATL toxicity contract be prepared and added to the workplan. The Steering Committee generally agreed that there was sufficient justification to contract with USGS on a sole source basis due to the USGS' unique technical capability to monitor a large list of pesticides. The Steering Committee generally agreed that there was sufficient justification to contract with ATL on a sole source basis due to the existing SWAMP contract with ATL for these services, which will allow the Delta RMP to access \$200,000 in SWAMP funds.	FINAL	Consensus			
2015-6	01/22/15	The Steering Committee agreed that toxicity testing continue to be conducted by ATL at least through the FY15-16, because of the negative impacts of switching laboratories in the middle of a sampling season.	FINAL	Consensus			
2015-7	01/22/15	The Steering Committee agreed that the full design for pesticide/toxicity monitoring should be implemented for 3 months in fiscal year 14/15 even though funding to implement that design in fiscal year 15/16 may not be authorized.	FINAL	Consensus			
2015-8	01/22/15	The Steering Committee agreed that ASC may contract the field sampling element of the pesticide/toxicity workplan without an RFP process because of the small size of the contract.	FINAL	Consensus			
2015-9	01/22/15	The Steering Committee agreed that the relative allocation of effort among program elements (e.g., nutrients, pesticides, mercury, and pathogens) and all program costs will be revisited as part of discussion of the FY 15-16 workplan.	FINAL	Consensus			
2015-10	01/22/15	The Steering Committee approved the FY 14-15 budget for administration, governance, and communications.	FINAL	Consensus			
2015-11	01/22/15	ASC shall implement appropriate funding mechanisms (e.g., invoice, contract) as needed to meet the needs of different Delta RMP members.	FINAL	Consensus			
2015-12	03/27/15	An update on the status of agenda items should be part of the agenda for future meetings.	FINAL	Consensus			
2015-13	03/27/15	Reports from the TAC to the SC should clearly specify which recommendations were made by consensus and lay out issues and pros/cons that were discussed.	FINAL	Consensus			
2015-14	03/27/15	Toxicity testing using <i>Hyaella</i> will not be included in the FY14/15 monitoring. The funding that would have been used for FY14/15 monitoring will be diverted to the SCCWRP interlaboratory comparability study if ATL needs funding to participate. The Delta RMP will collect field samples for the interlaboratory comparability study if needed.	FINAL	VOTE	10	0	0
2015-15	03/27/15	Any additional comments on the Monitoring Design should be submitted by adding them to the Response to Comments matrix prepared by ASC.	FINAL	Consensus			
2015-16	03/27/15	The date, time, and agenda for all SC and TAC meetings should be publicly noticed when these meetings are scheduled.	FINAL	Consensus			
2015-17	03/27/15	The FY14/15 Workplan, as amended during the meeting, was approved.	FINAL	VOTE	9	0	1
2015-18	03/27/15	The Delta RMP "Financial Management Plan", as amended by the SC, was approved.	FINAL	VOTE	8	0	2
2015-19	03/27/15	Stephen McCord and Joe Domagalski should continue as TAC Co-Chairs until June 30, 2015. Stephen McCord will be paid by Regional San.	FINAL	VOTE	10	0	0

Record of Decision for the Delta RMP Steering Committee

Number	Date	Decision	Meeting Summary Link	Type	Yes	No	Abstain
2015-20	03/27/15	The Delta RMP "Committee Roles" document as presented at the 3/27/15 meeting was approved.	FINAL	VOTE	9	0	1
2015-21	06/16/15	January and March summaries as amended approved.	FINAL	VOTE	10	0	0
2015-22	06/16/15	The agenda package for the Steering Committee should be posted on the Regional Board's Delta RMP website in advance of the meeting with the except of draft meeting summaries, which will be emailed to the Steering Committee directly. The Regional Board's website will have a note saying that "Draft meeting summaries are available upon request from the Regional Board".	FINAL	Consensus			
2015-23	06/16/15	TAC TIE subcommittee members are confirmed for the duration of the FY15/16 workplan; their term is to end in June 2016.	FINAL	Consensus			
2015-24	06/16/15	Approve the Monitoring Design dated 6/7/2015 as amended at the 6/16/15 meeting.	FINAL	VOTE	10	0	0
2015-25	06/16/15	Approve the FY15/16 Budget and Workplan as proposed, with the understanding that there will be a check-in before the second six-months of the fiscal year and that additional nutrient studies will be moved the top of the list for studies to be completed when additional funds are available.	FINAL	VOTE	10	0	0
2015-26	06/16/15	The Steering Committee approves sending the completed QAPP as soon as possible to the SWAMP Quality Assurance Officer for review and beginning pesticide/toxicity monitoring immediately upon SWAMP approval of the toxicity portion of the QAPP.	FINAL	VOTE	8	0	2
2015-27	07/22/15	Approve FY15/16 detailed workplan as amended with minor comments.	(over email)	VOTE	7	0	0
2015-28	10/23/15	Add a second seat for Agriculture to the Steering Committee.	DRAFT	VOTE	10	0	0
2015-29	10/23/15	Approve minutes from June 16, 2015, as amended.	DRAFT	VOTE	10	0	1
2015-30	10/23/15	Establish a Finance Subcommittee to review Program budgets and look for cost savings that could be implemented in the next workplan. The committee will have one representative each from water supply, agriculture, wastewater, and stormwater.	DRAFT	VOTE	11	0	0
2015-31	10/23/15	Establish a Revenue Subcommittee to identify new sources of funding for the Program, especially grants. The committee will consist of Val Connor, Linda Dorn, and Gregg Erickson.	DRAFT	VOTE	11	0	0
2015-32	10/23/15	The Steering Committee endorsed the outline for the Delta RMP Foundations document (consensus).	DRAFT	Consensus			

Delta Regional Monitoring Program

Communications Plan



Prepared for
Delta RMP Steering Committee
[December 2015](#)

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1. Introduction

The mission of the Delta Regional Monitoring Program (RMP) is to inform decisions on how to protect and restore beneficial uses of water in the Delta, by producing objective and cost-effective scientific information critical to understanding regional water quality conditions and trends. To achieve this mission, the Delta RMP developed a Monitoring Design (ASC 2015) that contains detailed assessment questions relevant to each of the program's priority management questions. This Communications Plan describes the products and processes that are being proposed to the Delta RMP Steering Committee to guide the interpretation and reporting of its data to answer the assessment questions.

2. Reporting

The reporting goal of the Delta RMP is to generate communication products that inform and educate target audiences about Delta water quality conditions and trends. The information in such products is targeted at the highest priority questions faced by managers. The program achieves its full value only to the extent that the data it produces are synthesized, interpreted, and reported in a manner accessible to its various audiences. Therefore, the proposed key information product will be an interpretive report ("Pulse of the Delta") that summarizes monitoring results and synthesizes relevant information.

2.1 Target Audiences

The target audiences for Delta RMP communication products include internal (program participants) and external stakeholders (other Delta managers and policymakers, local scientists and the scientific community at large, and the public). Delta RMP communication products aim to effectively serve these diverse audiences. To meet the Delta RMP reporting goal, the communication products need to provide objective and accessible information, distributed in a timely and effective manner.

2.2. Access to RMP Data

Delta RMP data will be the foundation of RMP communication products. Therefore, release of data to program participants and the public is an important step in the communication process. Final monitoring data will be publicly available after being reviewed and analyzed internally and after reports are produced, although RMP parties can have access to working copies of the data.

ASC will upload the provisional data to the password-protected Delta RMP TAC Google website as soon as they are available, from where they will be pulled into the password-protected workerbee space of the California Estuaries Portal. Provisional data will be provided to the TAC in a downloadable format and will be clearly marked as draft.

Final data will be available for download via Contaminant Data Display and Download (CD3, at <http://cd3.sfei.org>) and incorporated into the California Environmental Data Exchange Network (CEDEN, at <http://www.ceden.org/index.shtml>); and additional portals such as Bay Delta Live (<http://www.baydeltalive.com/>) and the California Estuaries Workgroup

(<http://caestuaries.opennrm.org/>) web portals as funding allows. CD3 is an innovative visualization tool for accessing water quality data that allows users to perform spatial queries to dynamically map, chart, and download data.

2.3. Communication Products

The Delta RMP will produce an Annual [Monitoring](#) Report, which documents the activities of the program each year; an interpretive main report (*The Pulse of The Delta*) that summarizes monitoring results and synthesizes the information they provide; and technical reports that document specific studies and synthesize information from diverse sources in relation to specific topics and prioritized assessment questions.

Annual Monitoring Report

The Annual Monitoring Report will present the results of the previous July-June fiscal year of sampling. Interpretation of the results will be very basic. The main purpose of this report is to share the final data with project partners and collaborators in a timely way. [The Annual Monitoring Report also includes a Quality Assurance \(QA\) memo that summarizes any QA problems and documents any non-conformances with the Quality Assurance Project Plan \(QAPP\).](#)

Technical Reports

Technical reports will provide a more in-depth evaluation of monitoring and special study results. Technical reports will facilitate technical review of Delta RMP studies. A technical report may be appropriate for each of the monitoring elements after 2-3 years of study. [The Steering Committee will plan the scope and allocate funding for each Technical Report. At the beginning of the process, a detailed content plan will be prepared under the direction of the Steering Committee, and with guidance by the Technical Review Committee.](#)

The Pulse of the Delta

A summary report (*The Pulse of the Delta*) will be the main public reporting vehicle for Delta RMP information (data interpreted relative to the Program's management questions). The information in the Pulse of the Delta will include Delta RMP monitoring data as well as other relevant information. The Steering Committee will [plan the scope, allocate funding, and](#) decide when to publish a Pulse of the Delta and its theme. [At the beginning of the process, a detailed content plan will be prepared under the direction of the Steering Committee, and with guidance by the Technical Review Committee.](#) The first two editions of the Pulse of the Delta (ASC 2011, ASC 2012) preceded the Delta RMP's current organizational structure.

2.4. Internal review process

All Delta RMP communication products will go through internal technical review and Steering Committee approval. The Technical Advisory Committee (TAC) is the lead group for providing technical review. Technical subcommittees or workgroups may be invited to review products or components of a product that fall in their specific expertise at the same time as the TAC. For example, the nutrient subcommittee will be invited to review nutrient synthesis reports. Before they are released to the public, all communication products require final approval by the

Steering Committee. Some results would be expected to be suited for publication in the peer-reviewed literature, which would involve an additional layer of review.

2.5. External review process

The SC will decide on a case-by-case basis whether communication products should be submitted to external review. The TAC, Steering Committee, or staff may recommend additional external expert peer review for draft technical or summary reports. Depending on the timeline and specific needs, external review may be done in parallel to or following internal review.

When planning a new communication product, an advisory group representative of targeted audiences may be formed to help focus the content and outreach.

2.6. Communication channels

At this time, the Delta RMP does not have its own independent communication channels to reach internal and external target audiences. It would benefit the program to develop these channels eventually. The following sections describe the current communication channels.

Website

Currently, there are two websites with different purposes for the Delta RMP. The Central Valley Regional Water Quality Control Board (Water Board) maintains a web page for the Delta RMP that lists recent program news and updated events, SC and TAC meeting information and materials, and access to reports

(http://www.waterboards.ca.gov/centralvalley/water_issues/delta_water_quality/comprehensive_monitoring_program/index.shtml).

ASC maintains a Google site for the TAC that features a basic home page with an interactive event calendar and a link to the Water Board's Delta RMP page (<https://sites.google.com/a/sfei.org/delta-rmp/home>). The TAC Google site also features a password-restricted area that provides access to technical materials, archived documents, and collaborative workspace for members of the TAC and its subcommittees.

In the future, program participants and external stakeholders would benefit from a single website for online information about the program, access to documents, and the schedule of upcoming events.

Email subscription list

Currently, distribution of communication products relies on external communication channels of program partners and participants; including the Delta Water Quality Issues Lyris email list (maintained by Water Board staff) and the Delta eNews electronic newsletter (maintained by California Department of Water Resources).

An integrated Delta RMP website and email list would allow for announcements to be archived for easy access outside of the email applications.

Social Media

Additional considerations would be a social media presence such as a Twitter feed and/or Facebook page to raise awareness about the program and to garner support for its activities and interest in its findings.

Public Notice of Meetings

All meetings are open to the public and publicly noticed through the Delta Water Quality Issues Lyris list. Agenda and materials (except the draft minutes) are posted on the Water Board's Delta RMP web page at least one week in advance. Water Board staff is responsible for maintaining the web page and sending emails through Lyris.

Annual Meeting

An Annual Meeting would provide an opportunity for the diverse groups involved in the Program to interact. It also provides outreach to groups not directly involved in the program and a venue for obtaining input from external stakeholders. The SC will decide when to hold an annual meeting and the theme and objectives of the meeting.

2.7. Delta RMP reporting schedule

Table 1 provides an overview of the Delta RMP reporting cycle. This schedule was developed by assuming that monitoring will be conducted on a July-June fiscal year basis and that the fall is a good season to release Pulse reports.

Basic data will be reported through various web portals and Annual Monitoring Reports. Data will be collected on fiscal year basis, with each monitoring year ending on June 30. [Results](#) will be quality assured and uploaded to web portals for public access by [March 1](#). The Annual Monitoring Report will present these data with minimal interpretation by March 1.

Interpretation of the data will be completed less frequently, in consultation with the Technical Advisory Committee, and at the direction of the Steering Committee. It is anticipated that technical reports [will be produced on a rolling basis every 2-3 years \(i.e., some report is expected each year\)](#). [The technical reports will](#) synthesize results and make recommendations for monitoring adaptations and future studies.

The Pulse of the Delta (ASC 2011; ASC 2012) is envisioned as the main interpretive reporting vehicle for Delta RMP results. The themes of the Pulse of the Delta will be outlined by the Steering Committee based on prior technical reports. The Pulse of the Delta will be released in the fall season to provide maximum impact of the program during the Bay Delta Science Conference and the State of the Estuary Conference.

Table 1. Delta RMP reporting cycle.

Deliverable	Frequency	Release date
<i>Data uploads</i>		
Provisional data (available to TAC members)	Variable	Variable
CD3	Annually	March 1

CEDEN	Annually	March 1
California Estuaries web portal	Annually	March 1
<i>Reports</i>		
Annual Monitoring Reports (including QA report)	Annually	March 1
Technical Reports	Variable	Variable
Pulse of the Delta	Variable	Fall

Table 2 presents the proposed reporting schedule for the first four years of the Delta RMP, building toward a Pulse of the Delta in the fall of 2018. The general concept is that nutrient synthesis reports in FY15/16 and FY16/17 and technical reports for Current Use Pesticides and Pathogens in FY17/18 would provide the majority of the content for the Pulse of the Delta in FY18/19.

Table 2. Proposed Delta RMP reporting schedule through FY18/19.

	FY15/16	FY16/17	FY17/18	FY18/19
Pesticides	Monitoring	Monitoring	Monitoring	Monitoring
		Data Report on FY15/16	Data Report on FY16/17	Data Report on FY17/18
			Technical Report on FY15/16-FY16/17	
Mercury		Monitoring	Monitoring	
			Data Report on FY16/17	Data Report on FY17/18
				Technical Report on FY16/17-FY17/18
Nutrients		Monitoring	Monitoring	Monitoring
			Data Report on FY16/17	Data Report on FY17/18
	Technical Reports on Sensor & IEP Data	Technical Report		
Pathogens	Monitoring	Monitoring		
		Data Report on FY15/16	Data Report on FY16/17	
			Technical Report on FY15/16-FY16/17	
Pulse of the Delta				Pulse (Fall '18)

3. Data Analysis and Interpretation

The key interpretive product of the program will be the Pulse of the Delta, which will be produced at regular intervals (e.g., annually or every two years). Analyses will emphasize past trends, current status, and projected future trends. Pulse topics could also eventually include causal analyses and more complex syntheses. The over-arching objective will be to answer the priority management questions *using the most appropriate and credible scientific methods*.

The exact methods for data analysis are not prescribed in this plan because doing so would limit the options for the program. Instead, program participants will develop the interpretation of Delta RMP data collectively in a science-based and collaborative process.

With oversight by the TAC, program staff and technical leads will conduct the relevant analyses by evaluating the data in light of the assessment questions, the best scientific methods, and any stated benchmarks or performance targets. A solid review process (see Section 2) ensures that information generated by the program is high quality, objective, relevant, and approved by the SC. The flowchart in Figure 1 summarizes the process for planning, technical development, and production of the Pulse of the Delta.

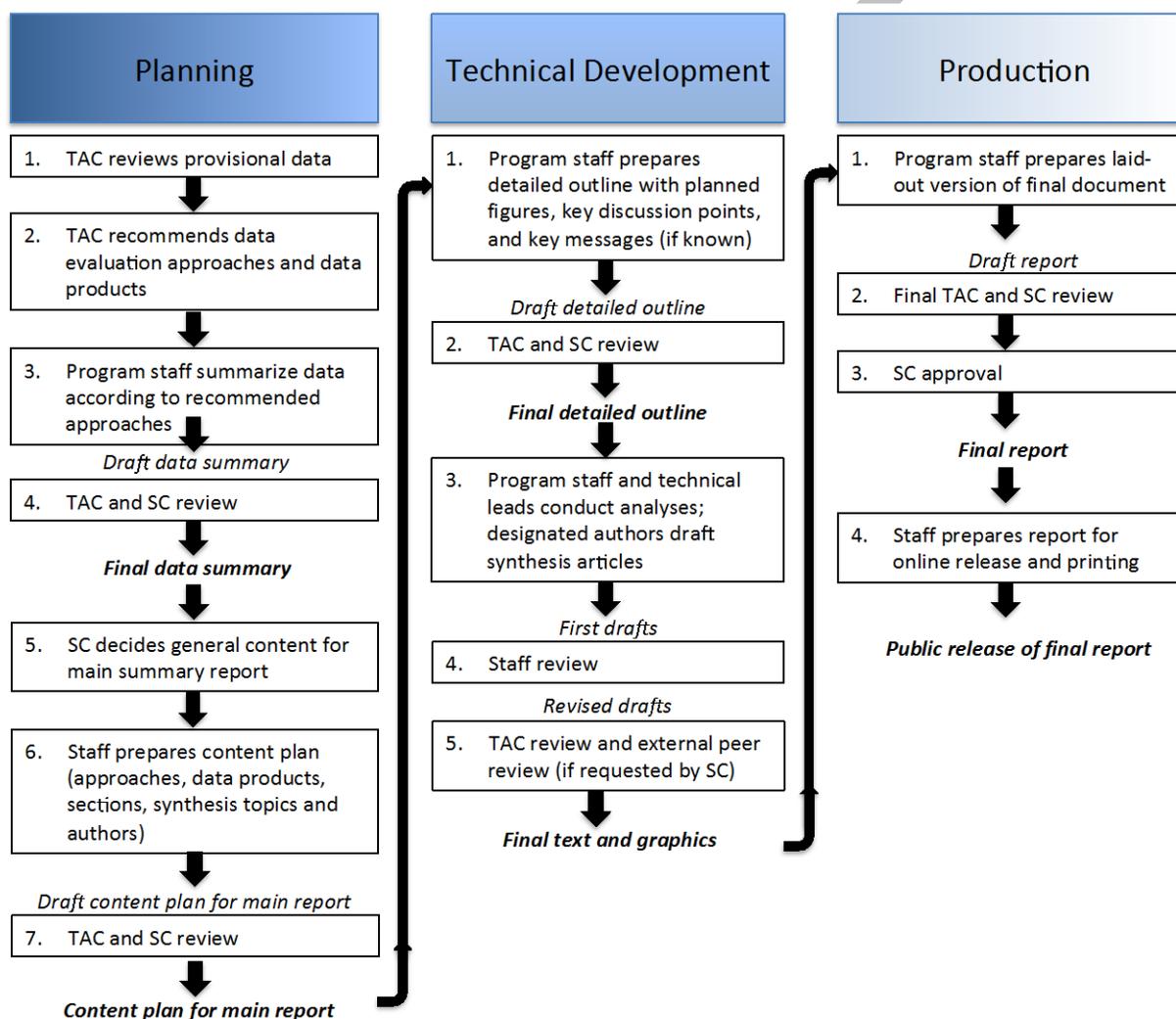


Figure 1. Process for planning, technical development, and production of the Pulse of the Delta

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Delta Regional Monitoring Program

Program Planning Overview



Prepared for
Delta RMP Steering Committee
[December 2015](#)

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1. Program Planning Overview

The annual program planning cycle allows adaptation, re-evaluation, and adjustment of assessment questions and monitoring design. **Figure 1** illustrates how the main program planning documents and associated steps in the adaptive management process relate to one another.

Table 1 outlines the program planning cycle. Program planning is a continuing process by which monitoring outcomes inform changes to the monitoring design and other implementation decisions. An annual Steering Committee planning meeting [dedicated to multi-year planning](#) will provide an opportunity for review of the prioritized management and associated assessment questions and the monitoring design and special studies to address them. The Steering Committee will identify adaptations needed to the monitoring program, which will inform whether any updates are required to the monitoring design. Updates to the monitoring design will be reflected in the workplan and budget and updates to the Quality Assurance Program Plan (QAPP). Monitoring results and Field Sampling and Quality Assurance (QA) reports provide information for the Technical Advisory Committee (TAC) to recommend changes to the monitoring design.

In addition, the RMP will coordinate with other programs to leverage program resources. **Table 2** outlines planning documents and coordination points with external partners and what kind of input is needed by when for each of the steps in the planning cycle. For example, updates to the monitoring design, such as updating lists of target analytes, will be informed by monitoring plans and recommendations provided by the Irrigated Lands Regulatory Program (ILRP).

Figure 1 and **Table 2** also refer to a multi-year plan and a program review. A multi-year planning process will allow periodic [review of](#) upcoming management decisions, [identify important information needs and studies, and preliminary budget allocations for the next 3-5 years](#). An intensive, periodic program review would convene an expert panel to examine all or specific aspects of the program, including objectives and management questions, sampling design, overall adequacy and allocation of resources, QA expenses, data management, data analysis, information dissemination, and use of information by target audiences.

Table1. Program planning cycle.

Document	Content	Frequency (relative due date)
Multi-Year Plan	Summary of <ul style="list-style-type: none"> – Core questions – Upcoming management decisions – Priority studies – Preliminary budget allocations for next 3-5 years 	Annual (Start and frequency to be decided by the SC)
Monitoring Design	Prioritized management and associated assessment questions and monitoring design and special studies to address them.	Annual Steering Committee multi-year planning meeting (starting in January 2016): <ul style="list-style-type: none"> – Update annually
Annual Workplan	Annual budget and program activities	Annually (April)
Quality Assurance Program Plan (QAPP)	Target analyte lists, field sampling protocols, sampling sites, laboratory contractors, and other design features in the QAPP will be updated as needed. Updates to the target analyte lists, methods, and contractors will be based on: (1) updates to the Monitoring Design, (2) approved Annual Workplan and Budget. (3) Coordination with other monitoring programs.	Annually (May)
Field and QA Reports	Field and QA reports are part of the decision basis for updates to the Monitoring Design, Workplan, and QAPP. The Field Sampling Report will document how samples were collected, target sampling sites, actual sampling sites, how	Annually (November)

	<p>many samples were collected, measurements made using field instruments, and any deviations from the QAPP for field sampling methods.</p> <p>The QA Report will document the quality assurance / quality control measurements performed by laboratories, the results of these tests relative to data quality objectives, any data that were deemed unusable, and any deviations from the QAPP for laboratory methods.</p>	
Annual Report	Basic documentation of the results of the previous year of sampling. Review of results will directly influence updates to the monitoring design and other implementation decisions	Annually (March)
Pulse of the Delta	Main reporting vehicle for Delta RMP information (data interpreted relative to the Program's management questions). Part of decision-basis for multi-year planning.	To be decided by Steering Committee
Program Review	In-depth external review	5-year cycle (starting in with an in-depth review of the initial Program Plan) – Planned date to be decided by the SC

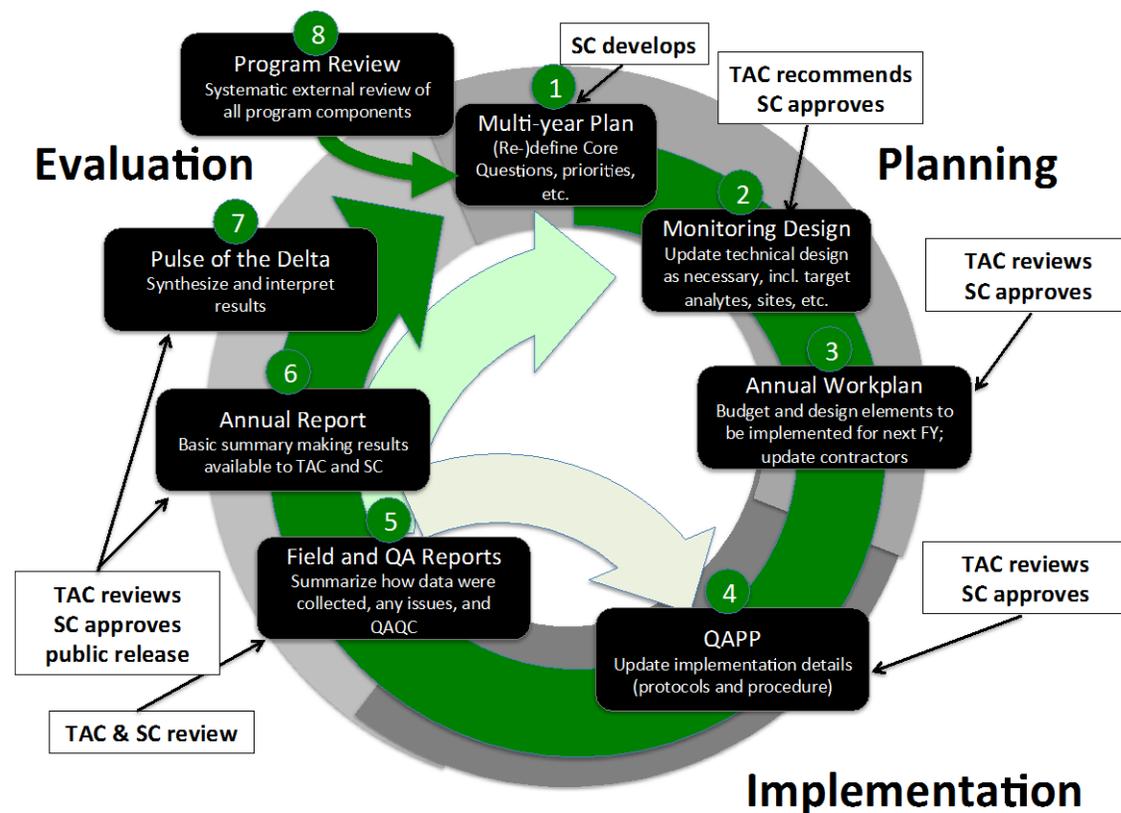


Figure 1. Flow diagram illustrating the Delta RMP's adaptive management cycle. The shading represents the three broad phases of the management cycle: planning, implementation, and evaluation. The circular arrow represents the general sequence of main program products and associated steps. The additional arrows represent additional important feedback loops: a review of previous monitoring results documented in the Annual Report will directly influence updates to the monitoring design and other implementation decisions; lessons learned from sampling implementation and QA/QC review will directly influence updates to the QAPP (e.g., QC procedures, SOPs).

Table 2. Planning documents and important coordination points for updating Delta RMP Plans and Monitoring Design.

Planning Document (anticipated date)	Internal input needed (anticipated date)	External input needed (anticipated date)	Needed from
Multi-year Plan <ul style="list-style-type: none"> • Core questions • Priorities (January, annually)	Summary reports from previous monitoring years (Available by December 1)	Information about <ul style="list-style-type: none"> • Long-term Management Plans and Priorities • Prioritization and timing of current and future policies and actions (Due by December)	<ul style="list-style-type: none"> – Regional Board – State Water Board – Delta Stewardship Council – USEPA
Monitoring Design (January, annually)	Summary reports and monitoring results from previous monitoring years (Available by December 1)	Monitoring Plan updates (including sites, target analytes, frequency) and Study Plans (By December 1)	<ul style="list-style-type: none"> – Regional Board – Ag coalitions in Sac and SJ watersheds – IEP – SWAMP – USGS
		Monitoring Results (By December 1)	<ul style="list-style-type: none"> – Regional Board – Ag coalitions in Sac and SJ watersheds – IEP – SWAMP – USGS
		Updated pesticide use data and output from Pesticide Use Risk Model (By December 1)	– DPR
		Recommendations for pesticides and degradates to add/drop (By December 1)	– ILRP Pesticide Evaluation Advisory Group
Annual Workplan (March/April)	Multi-Year Plan; TAC recommendations based on Multi-Year Plan; Updated Monitoring Design; Specific requests for in-kind contributions (January)	In-kind contribution proposals (By April)	– All program participants planning on in-kind contributions (e.g., IEP, ag coalitions)
		Cost estimates or proposals (By April)	– Existing and potential contractors for field sampling and laboratories
		Confirmation of no-cost in-kind contribution offers	– External partners (e.g., MWQI)
QAPP	Field and QA reports Annual Monitoring Results (by March)	Updated SOPs (By May)	– Contractors for field sampling and laboratories



To: Delta RMP Steering Committee

From: Philip Trowbridge, RMP Manager

Re: Nutrients Synthesis – Identification of Critical Monitoring Data Gaps

Date: December 10, 2015

In the approved FY15/16 Workplan, the Steering Committee allocated \$50,000 to synthesize recent reports related to nutrients in the Delta. The planned approach was to convene an ad hoc workgroup of technical experts to review the reports and make recommendations about:

- Short term: The highest priority monitoring tasks that could begin in FY16/17 (up to the expected budget for nutrient monitoring in FY16/17); and
- Long term: Research questions that need to be addressed for ongoing monitoring plan development in subsequent years.

Implementation of this plan is complicated by the fact that several of the key documents for the review have been delayed. The workgroup findings must be ready by March 2016 to help form the FY16/17 workplan and budget. White papers on macrophytes, cyanobacteria, and modeling from the Regional Board’s Nutrient Research Plan process will be ready in early 2016, but the white paper on the “ammonia paradox” will not. A prioritization process by the STAG may also be delayed.

Nearly half of the budget for this task is for expert panelists. It does not make sense to hire these panelists to review an incomplete docket of reports. Therefore, ASC recommends splitting the project into two subtasks:

- In early 2016, determine the highest priority monitoring tasks for FY16/17 with a small group of local experts and stakeholders; and
- In late 2016, develop recommendations for ongoing monitoring plan developing over multiple years with an expert panel after all the relevant documents are available.

The attached outline is a revised proposal for how to achieve these two objectives in a step-wise manner. This approach was recommended by the TAC at its meeting on 11/16/15. If approved, this approach will replace the approach in the FY15/16 Workplan and Budget.

Nutrients Synthesis Subtask – FY16/17 Monitoring Recommendations

Objectives

Develop “no regrets” recommendations for the Delta RMP nutrient monitoring program for FY16/17.

Source Material

- ASC: Synthesis of EMP Data, Nutrient Loads, Stable Isotope, and DSM2 Nutrient Models (ASC-DWR contract)
- USGS: Synthesis of High-Frequency Sensor Data (Delta RMP FY14/15 Study)
- RB5: White Papers for the Central Valley Nutrient Research Plan
 - Macrophytes (and knowledge gaps document)
 - Cyanobacteria (and knowledge gaps document)
 - Modeling
 - Drinking Water

Outputs

- 1-2 meetings of the TAC Nutrients Subcommittee in January 2016
- A memorandum to the TAC reporting the outcome of the subcommittee meetings and including detailed proposals for the highest priority monitoring tasks that could begin in FY16/17 (up to the expected budget for nutrient monitoring in FY16/17).

Draft Outline for Memorandum

1. Introduction
2. Summary of Subcommittee meetings
3. Proposals for FY16/17 monitoring or special studies related to nutrients

Workgroup Members

Members of the original TAC Nutrient Subcommittee plus additional local experts who are involved with the Delta RMP and the Delta Science Program as needed. Authors of the RB5 White Papers, ASC report, and USGS report will be invited to participate.

Schedule

11/16/15: TAC review of outline

12/18/15: SC approval of outline, SC sets approximate budget for nutrients in FY16/17

By 2/15/16 (or later): 1-2 meetings of TAC Nutrients Subcommittee

3/15/15: Draft memo for TAC review and discussion

4/15/15: Memo for SC to consider relative to FY16/17 workplan decisions

Budget

A total of \$50,000 was allocated to this task in the FY15/16 workplan (\$20,000 for honoraria, \$30,000 for labor). Less than half of the total budget will be needed for this subtask. It is proposed to expend \$15,000 in ASC labor to convene the TAC Nutrient Subcommittee and prepare the workplans for FY16/17 monitoring.

Nutrients Synthesis Subtask – Multi-Year Monitoring Design

Objectives

Identify key data gaps and make recommendations about how those data gaps could be addressed through monitoring over multiple years.

Source Material

- ASC: Synthesis of EMP Data, Nutrient Loads, Stable Isotope, and DSM2 Nutrient Models (ASC-DWR contract)
- ASC: Synthesis of Nutrient Data and Analyses to Determine Delta Segments for Nutrient Assessment and Modeling (ASC-DSP contract, expires 6/30/16)
- USGS: Synthesis of High-Frequency Sensor Data (Delta RMP FY14/15 Study)
- RB5: White Papers for the Central Valley Nutrient Research Plan
 - Macrophytes (and knowledge gaps document)
 - Cyanobacteria (and knowledge gaps document)
 - Modeling
 - Drinking Water
 - “Ammonium Paradox”
 - STAG Priorities for Central Valley Nutrient Research Plan
- TAC: Memorandum regarding FY16/17 monitoring recommendations

Outputs

- Convene, in collaboration with other Delta interests, a 2-day workshop with an Expert Panel in the second half of 2016. The workshop will be open to all but panelists will be called on first to give their feedback. General outline:
 - Day 1: RMP management questions and priorities; overview and synthesis of source material
 - Day 2: Monitoring and research priorities; planning (schedule, coordination)
- A final report with recommendations for ongoing monitoring plan development.

Draft Outline of Final Report

1. Introduction
2. Delta RMP Management Questions and Assessment Questions regarding nutrients
3. Past and Ongoing Monitoring Activities in the Delta
 - a. Inventory
 - b. Results of Synthesis Studies
4. Recommendations for Delta RMP Nutrient Monitoring Design
 - a. Recommendations for FY16/17 Monitoring
 - b. Recommendations for Ongoing Monitoring Program Development
5. Coordination Opportunities
 - a. Delta Nutrient Research Plan and Management Questions
 - b. Nutrient Management Strategy for San Francisco Bay
6. Next Steps
7. References

Workgroup Members

The members will be selected to ensure that the workgroup contains members with the following expertise or affiliations:

- Nutrient Biogeochemistry
- Phytoplankton/HABs – the specific type of phytoplankton expertise needed will depend on the priorities of the Delta RMP regarding phytoplankton research.
- Sensors for Continuous Nutrient Monitoring
- Central Valley Regional Water Quality Control Board (Nutrient Research Plan)
- Interagency Ecological Program (Nutrient Monitoring)
- Nutrient Management Strategy for San Francisco Bay
- Delta RMP TAC Nutrient Subcommittee
- Monitoring designs, statistical power analyses
- Drinking water?
- Recreational health?

Schedule

11/16/15: TAC review of outline

12/18/15: SC approval of outline, SC sets approximate budget for nutrients in FY16/17

By 10/31/16: Workshop with expert advisors

By 12/31/16: Draft report to TAC and SC for consideration with Multi-Year Planning

By 3/31/17: Final report to TAC and SC for consideration with FY17/18 budgeting

Budget

A total of \$50,000 was allocated to this task in the FY15/16 workplan (\$20,000 for honoraria, \$30,000 for labor). The \$20,000 for honoraria and \$15,000 in labor will be used for this task.



DATE: December 10, 2015

TO: RMP Steering Committee

FROM: Philip Trowbridge

RE: Summary of Delta RMP Financials – period ending 11/30/15

The purpose of this memorandum is to provide an update of budgets and expenses for all open RMP budget years (FY14/15 and FY15/16) and the balance of Program Reserve funds. All of the presented values are current through 11/30/15.

Delta RMP FY14/15 Budget

Revenue

All of the expected contributions for the FY14/15 Delta RMP budget have been received.

Expenses

The FY14/15 budget was originally \$251,000 but was adjusted down to \$210,000 by the Steering Committee. At the June 16, 2015 meeting, the Steering Committee voted to move funds that had been allocated for Current Use Pesticide Monitoring (\$41,000) in the FY14/15 budget to the FY15/16 budget.

Expenses to date are within budget. Expenses on Governance tasks were slightly higher than budget but cost savings for Program Management and Logistics tasks offset the increase. All of the labor tasks have been completed and associated funds are exhausted. The only remaining funds in this budget are for subcontractors for Pathogens Monitoring and Nutrient Synthesis. Figure 1 shows a comparison of expenses to budget by category. For more detailed information on budgets and expenses by line item, please refer to Table 1. The expenses by labor/direct costs and subcontractors are:

- Labor/Direct Costs: Expended 100% of the budget (i.e., \$67,925 of \$68,000)
- Subcontractors: Expended 25% of the budget (i.e., \$35,565 out of \$142,000).

Delta RMP FY15/16 Budget

Revenue

A total of \$700,467 in the contributions for the FY15/16 Delta RMP budget has been received. In addition, a total of \$279,092 has been invoiced with payments due by January 15th, 2016. Finally, a total of \$171,555 in additional revenue is expected, pending approval of monitoring exchanges or contracts for donations. See Table 2 for a breakdown of contributions for FY15/16.

The revenue received to date (\$700,467) is less than the FY15/16 budget (\$892,938). However, if all invoiced revenue arrives as expected, the total revenue will be \$979,549, which exceeds the current planned budget (see Figure 3 for comparison of planned versus actual revenue). The additional invoiced revenue above the planned budget and any additional revenue from the expected revenue will be placed in the reserve.

Expenses

Approximately 10% of the budget has been spent (\$83,030 of the \$892,938 budget) over 42% of the year. However, most of the budget is for subcontractors who have not yet submitted invoices. For labor tasks such as Program Management and Governance, expenses to date have been approximately 25% expended of the budget for these tasks. Figure 2 shows a comparison of expenses to budget by category. For more detailed information on budgets and expenses by line item, please refer to Table 3. The expenses by labor/direct costs and subcontractors are:

- Labor/Direct Costs: Expended 24% of the budget (i.e., \$74,392 of \$319,300)
- Subcontractors: Expended 1.5% of the budget (i.e., \$8,638 out of \$573,638).

RESERVE FUNDS

Excess revenue (\$51,903) from FY14/15 was added to the Undesignated Funds Reserve. Since this was the first contribution to the Reserve, the total balance of the Reserve is currently \$51,903. No deposits or withdrawal from the Reserve were made during the past quarter.

Table 4 shows a running list of deposits and withdrawals into the Undesignated Funds Reserve. The transfer of \$41,000 between the FY14/15 and FY15/16 budget is shown on this ledger as an accounting practice.

Figures and Tables

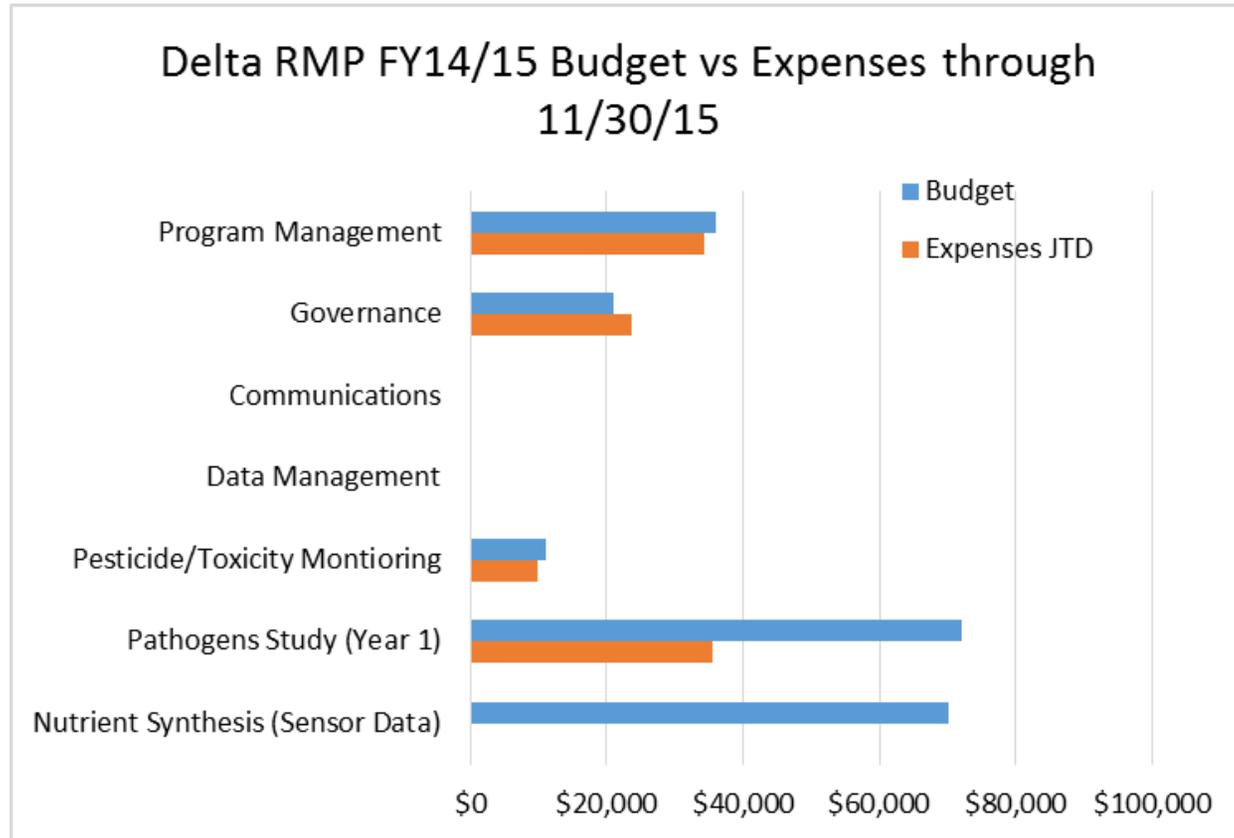


Figure 1: Delta RMP FY14/15 Budget. Budget and expenses from 1/1/15 through 11/30/15 by category

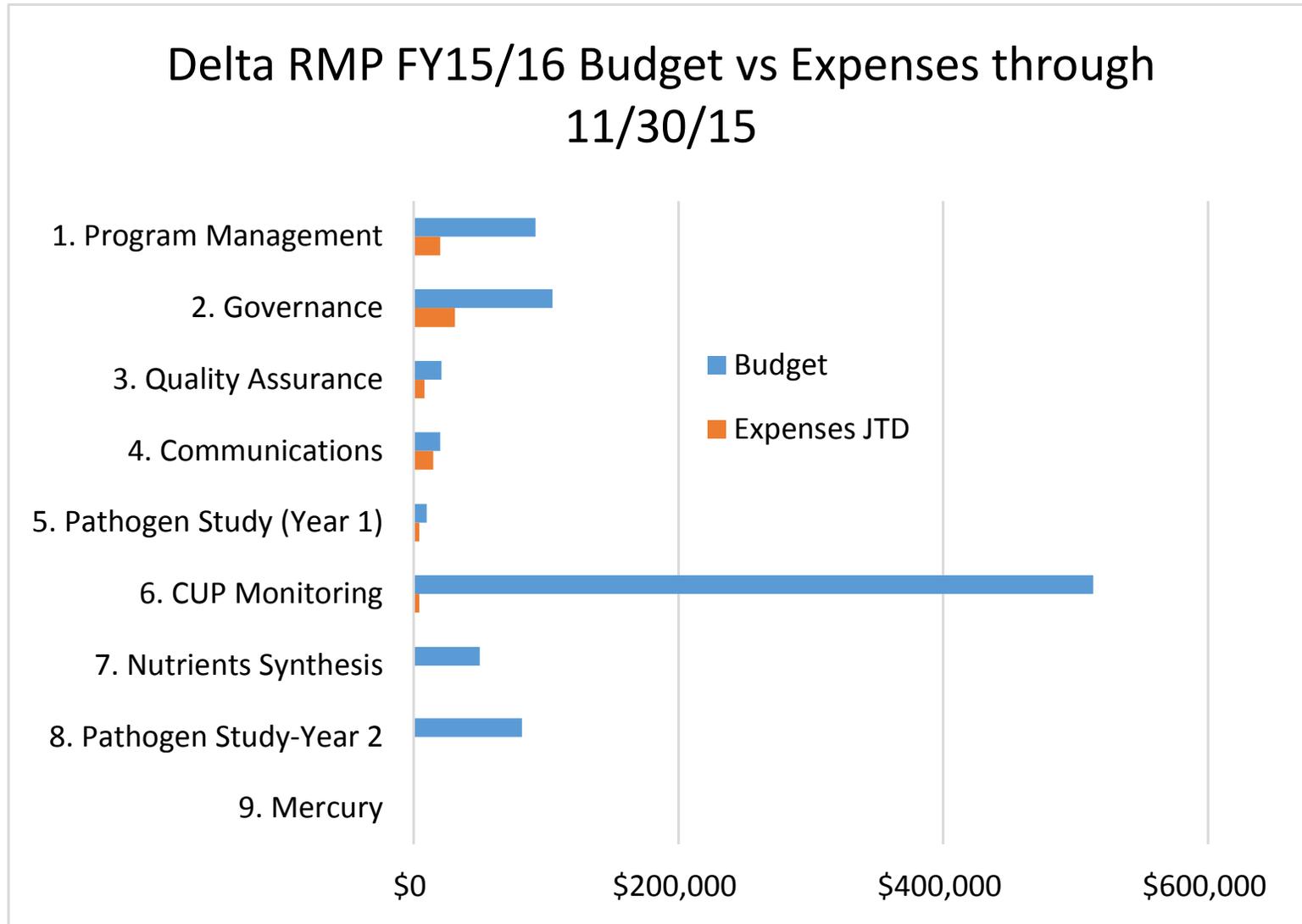


Figure 2: Delta RMP FY15/16 Budget. Budget and expenses from 7/1/15 through 11/30/15 by category.

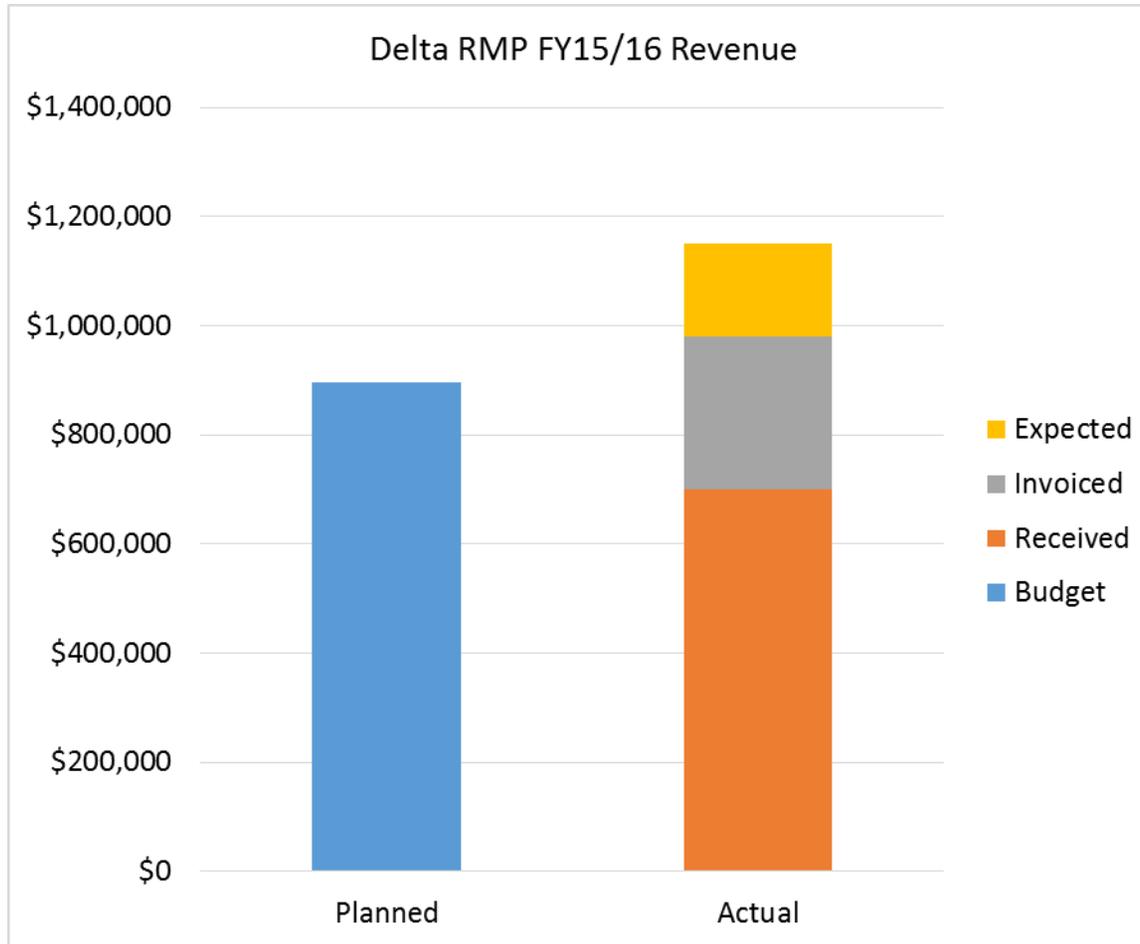


Figure 3 Delta RMP Revenue FY15/16 showing planned revenue versus revenues to date (i.e., received, invoiced, and expected)

Table 1: Delta RMP FY14/15 Budget. Budget and expenses from 1/1/15 through 11/30/15 by line item.

	FY14/15 Original Budget	Budget Adjustment	FY14/15 Final Budget	FY14/15 Expenses as of 11/30/15	FY14/15 Funds Remaining as of 11/30/15	Comments
Program Management	\$36,000		\$36,000	\$34,393	\$1,607	task closed
Governance	\$21,000		\$21,000	\$23,600	-\$2,600	task closed
Communications	\$0		\$0	\$0	\$0	
Data Management	\$0		\$0	\$0	\$0	
Pesticide/Toxicity Monitoring			\$0		\$0	
<i>Logistics and Coordination</i>	\$11,000		\$11,000	\$9,932	\$1,068	task closed
<i>Field Sampling and Pesticide Lab</i>	\$41,000	-\$41,000	\$0		\$0	moved to FY15/16 budget
<i>Toxicity/TIE Lab</i>	\$0		\$0	\$0	\$0	
Pathogens Study (Year 1)	\$72,000		\$72,000	\$35,565	\$36,435	
Nutrient Synthesis (Sensor Data)	\$70,000		\$70,000	\$0	\$70,000	
Total	\$251,000	-\$41,000	\$210,000	\$103,490	\$106,510	

Table 2: Delta RMP FY15/16 Revenue (expected, invoiced or received) through 11/30/15 by participant group.

	Expected	Invoiced	Received	Total
ILRP	\$33,555	\$76,115	\$37,665	\$147,335
MS4 Phase 1	\$38,000	\$158,200		\$196,200
MS4 Phase 2		\$20,000	\$149,999	\$169,999
POTW		\$24,777	\$184,977	\$209,754
SFCWA	\$100,000			\$100,000
RB5			\$267,000	\$267,000
Carryover from FY14/15			\$41,000	\$41,000
Water Board Funds for Comms Plan			\$19,826	\$19,826
Total	\$171,555	\$279,092	\$700,467	\$1,151,114
Revenue Assumed for Workplan Budget				\$895,826
Surplus or Deficit				TBD*

*TBD once all revenue has been received. Received revenue is still less than budget.

Received Revenue = Funds received by ASC plus SWAMP contract funds

Invoiced Revenue = Funds for which ASC has sent invoices to participants but has not yet received

Expected Revenue = Funds that are expected but are not formally committed through an invoice or contract.

Table 3: Delta RMP FY15/16 Budget. Budget and expenses from 7/1/15 through 11/30/15 by line item.

		FY15/16 Original Budget	Budget Adjustmen t	FY15/16 Final Budget	FY15/16 Expenses as of 11/30/15	FY15/16 Funds Remaining as of 11/30/15
1. Program Management	A. Program Planning	\$45,000		\$45,000	\$5,815	\$39,185
	B. Contract and Financial Management	\$47,000		\$47,000	\$14,129	\$32,871
2. Governance	A. SC meetings	\$45,900		\$45,900	\$14,076	\$31,824
	B. TAC meetings	\$59,000		\$59,000	\$17,043	\$41,957
3. Quality Assurance	A. Quality Assurance System	\$10,000		\$10,000	\$2,463	\$7,537
	B. Technical Oversight and Coordination	\$11,000		\$11,000	\$5,673	\$5,327
4. Communications	A. Communications Plan	\$16,000		\$16,000	\$14,768	\$1,232
	B. Communications Product	\$4,000		\$4,000	\$0	\$4,000
5. Pathogen Study (Yr 1)	A. Data Management	\$10,000		\$10,000	\$4,350	\$5,650
6. CUP Monitoring	B. Pesticide Laboratory Work	\$189,208		\$189,208	\$0	\$189,208
	C. Toxicity Laboratory Work	\$287,830		\$287,830	\$0	\$287,830
	D. Data Management	\$21,000		\$21,000	\$4,207	\$16,793
	E. Reporting	\$15,000		\$15,000	\$0	\$15,000
7. Nutrients Synthesis	A. Synthesis Report - Monitoring Data Gaps	\$50,000		\$50,000	\$506	\$49,494
8. Pathogen Study-Year 2	A. Monthly Pathogen Sampling	\$72,000		\$72,000	\$0	\$72,000
	B. Data Management	\$10,000		\$10,000	\$0	\$10,000
		\$892,938	\$0	\$892,938	\$83,030	\$809,908

*funded by \$20,000 from the Water Board contract with ASC. Aside from this task, this contract has \$625 left for final reporting and contract closeout.

Table 4: Delta RMP Undesignated Funds Reserve Ledger.

Budget Year	Deposit or Withdrawal	Reserve Type	Authorization	Date of Authorization	Amount	Comment
FY14/15	Deposit	Undesignated Funds	Steering Committee	6/16/2015	\$41,000	Release funds allocated for CUP monitoring in FY1415 budget in order to re-allocate these funds into the FY1516 budget for CUP monitoring.
FY14/15	Deposit	Undesignated Funds		10/15/2016	\$51,903	Extra revenue received in FY14/15. Actual revenue minus budgeted expenses for FY1415 (number is updated whenever budget is changed, date reflects most recent update)
FY15/16	Withdrawal	Undesignated Funds	Steering Committee	6/16/2015	- \$41,000	Release funds allocated for CUP monitoring in FY1415 budget in order to re-allocate these funds into the FY1516 budget for CUP monitoring.
TOTAL		Undesignated Funds			\$51,903	

Delta Science Program – Project Plan

Project Title: **Review of the Delta Regional Monitoring Program (Delta RMP) Monitoring Design**

Background and Purpose

The Delta RMP was initiated by the Central Valley Regional Water Quality Control Board (Regional Water Board) with the primary goal of tracking and documenting the effectiveness of beneficial use protection and restoration efforts through comprehensive monitoring of water quality constituents and their effects in the Delta. The development of the Delta RMP was initially prompted by the collapse of the populations of several species of fish in the early 2000s, an event that triggered new inquiries into the potential role of contaminants in what is now termed the Pelagic Organism Decline (POD). However, these inquiries more broadly highlighted shortcomings of existing monitoring efforts to address questions at the scale of the Delta.

In addition, the Delta RMP reflects an increasing desire among water quality and resource managers throughout the state for more integrated information about patterns and trends in ambient conditions across watersheds and regions. Moreover, many stressors on beneficial uses are interrelated and must be addressed more holistically (see <http://deltacouncil.ca.gov/docs/delta-challenges>). The Delta RMP can be seen as a complement to existing larger-scale collaborative monitoring efforts throughout the state that attempt to address questions and concerns about regional conditions and trends (e.g., San Francisco Bay RMP, Southern California Bight Monitoring Program, Surface Water Ambient Monitoring Program).

A stakeholder process resulted in agreements on the goals and objectives of the Delta RMP and a Management Questions Framework to guide monitoring and assessment at the regional scale. Work to date has also helped to identify the initial program priorities (current use pesticides, mercury, nutrients, and a pathogens special study). A Monitoring Design for the Program was approved in June 2015 and monitoring for 2 of the 4 priority areas began that same year.

The purpose of this review is to provide an independent and objective assessment of the Monitoring Design.

Statement of Work

The Delta Science Program, following its “Policy and Procedures for Independent Scientific Review” will work with a subcommittee of Delta RMP Steering Committee and Technical Advisory Committee representatives (the Review Planning Workgroup) to plan and implement an independent science review to provide comment and advice on the scientific quality of the Delta RMP Monitoring Design. The DSP will participate in one or more planning meetings to:

1. Develop a charge to the panel that will provide the structure for their review. This charge will define the scope of the review and will include the specific questions for the panel.
2. Identify appropriate independent science experts to conduct the review.

3. Identify materials to be provided to the panel.
4. Plan for communications about the review process and results

The independent science experts will be asked to:

1. Read and review the Monitoring Design.
2. Participate in a panel meeting via a teleconference with the Delta Science Program to initiate the review and clarify any questions, which will include a presentation by Delta RMP staff to provide context for design, issues encountered, and stakeholder expectations.
3. Prepare an initial review report with findings and recommendations.
4. After the Delta RMP has prepared a response to the initial review within 6 months, the panel will review that document and issue a final review report. The purpose of this step is to promote rapid response to the initial review and ensure a scientifically robust and technically defensible monitoring design.

Each reviewer will assist in conceptualizing, writing and editing the review reports by responding to questions identified in the charge. In addition, one reviewer will be appointed by the DSP as a chair/lead author. The Chair/Lead Author role is to develop the structure of the review report, assemble individual reviewer's contributions and format and edit the initial and final review report.

Upon completion, the review report will be provided to the Delta RMP and will be posted on the Delta Science Program website.

Materials for Review

1. Delta RMP Monitoring Design (approved 6/16/15)

Supplemental Documents

1. Delta RMP Guiding Principles
2. Delta RMP Committee Roles

Scope of Review (These questions establish the boundaries for the scope of the review. The actual review questions will be developed by the Delta Science Program in consultation with the Planning Subcommittee)

1. The Delta RMP has management questions and assessment questions that reflect the information needs of the Program. The Monitoring Design contains plans for data collection and studies to address these questions. Are the target parameters and monitoring design (for both the minimal and recommended levels of effort) adequate to answer the questions in a reasonable amount of time?
2. The Delta RMP is completing its first year of monitoring. There is not enough revenue to fully implement the Monitoring Design. With limited funding, what scientific criteria should the Program consider when deciding how to distribute limited resources?

Review Panel Membership

Desired Expertise:

- Monitoring design, statistical methods, power analysis
- Sacramento-San Joaquin Delta science/systems
- Complex, large-scale water quality contaminant monitoring (especially for pesticides, toxicity, nutrients, pathogens, and mercury)

Proposed Schedule

Start: December 2015

Initial Report: April 2016

Final Report: September 2016

Deliverables

1. List of Panelists and expertise
2. Charge to the Panel
3. Teleconference meeting between reviewers and the Delta Science Program
4. Initial and final reports addressing charge questions

Delta Science Program Staff LeadEstimated Budget

<u>Independent Science Review</u>	<u>Hours</u>	<u>Rate</u>	<u>Number of Reviewers</u>	<u>Amount (\$)</u>

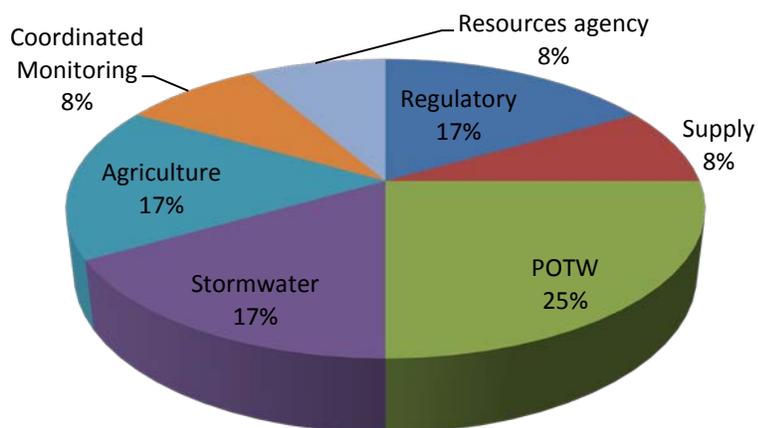
Funding Source

Delta Science Program

Delta RMP Steering Committee Balance Co-Chair Recommendations

As of December 18, 2015 the Steering Committee is comprised of the following.

Category	Seats
Regulatory agencies (USEPA, Water Board)	2
Water supply (State and Federal Water Contractors Agency)	1
Publically owned treatment works (POTWs-one each representing small, medium, and large POTWs)	3
Stormwater (one representing large cities, and one representing smaller cities)	2
Irrigated agriculture	2
Coordinated monitoring (Interagency Ecological Program)	1
Resources agency	1
Total	12



Category and function of steering committee representatives

Regulatory – two seats for federal and state regulatory interests

POTWs – three seats encompassing large, medium and small POTWs

Stormwater – two seats for large and small municipal interests

Agriculture – two seats for Delta and north/south irrigated lands

Coordinated monitoring – one seat for overall coordination of monitoring, IEP/other programs

Resources agency – one seat for fisheries/resources

Recommendations

The current representation on the Steering Committee provides a balance of interests that is needed to develop and implement a regional monitoring program for the Delta. The program includes regulatory,

regulated entities, coordination, supply, and resources agency perspective. Co-Chairs recommendations include the following.

1 – The Delta RMP needs a process for periodically reviewing Steering Committee representation and adjusting as needed. This could be done every two years along with consideration of co-chair representation.

2 – The Delta RMP Steering Committee should be able to consider and vote on changes in Committee representation at any time. Adequate participation in the Delta RMP should be a pre-requisite when considering additions to the Steering Committee (e.g., new voting categories/participants). When considering and voting on changes to categories and participants, the Steering Committee should also consider “value added.”

- Would the change bring additional perspective or skill set to the Steering Committee that is needed to achieve program goals?
- Would the change help to broaden funding base either directly or indirectly by increasing the ability for the Delta RMP to compete for grants, achieve broader coordination with other programs, or other means of growing the program’s credibility and influence.
- Would the change conflict with current representation (i.e., is there already sufficient representation)?
- Is the category/candidate in a position to help organize constituents and develop additional functionality for the Delta RMP for represented groups?
- Is the category/candidate committed to attending meetings regularly to ensure that a quorum is met at meetings and progress can be made?

3 – The Delta RMP should fill the vacant seat for a Resource Agency with representatives from NOAA Fisheries. Two staff from NOAA Fisheries, Melanie Okoro and Jeff Stuart, are willing to serve as the primary and alternate representatives. Short biographies for these candidates are provided below. Co-chairs recommend adding Melanie and Jeff to the roster for the Steering Committee.

- *Melanie Okoro* is the Water Quality Specialist and Aquatic Invasive Species Coordinator for the National Oceanic and Atmospheric Administration (NOAA Fisheries), West Coast Region (www.westcoast.fisheries.noaa.gov/). Melanie is responsible for implementing the Endangered Species Act (ESA), Marine Mammal Protection Act (MMPA), and Magnuson-Stevens Fisheries Conservation Act. Her work under these regulations focuses on the effects of water pollutants and aquatic invasive species on federally listed threatened and endangered species and their habitat. Prior to working for NOAA Fisheries, Melanie’s research focused on nutrient pollution and the impacts to water quality in urban restored streams in the Chesapeake Bay Watershed.

Melanie received her Doctorate from the Marine Estuarine and Environmental Science Program ([MEES](#)) in Environmental Science at the University Of Maryland Baltimore County and her Bachelor of Science in Biology at Johnson C. Smith University

- *Jeff Stuart*, Fishery Biologist, Protected Resources Division, California Central Valley Area Office, National Marine Fisheries Service.

Jeff joined NMFS in 2001 and has conducted numerous Endangered Species Act Section 7 consultations in the Delta region. These consultations range from simple projects such as boat docks to large, complex, long-term projects such as the water operations for the State Water Project and Central Valley Project. Jeff has also worked on several wastewater treatment plant consultations, dredging projects, and aquatic weed control projects within the Delta, which included issues related to water quality, contaminants, and pesticides. He has a M.S. from U.C. Davis in Animal Sciences with an emphasis on fish nutrition (1987) and a B.A. from U.C. Santa Barbara in Aquatic Biology (1983). Jeff has additional graduate level work in nutrition, pharmacology, and toxicology. Prior to joining NMFS, Jeff was a staff researcher at U.C. Los Angeles, U.C. San Diego, and U.C. Davis, conducting research in the areas of vascular physiology, cardiology, and opioid receptors.

4 - Recently, the Steering Committee was asked to consider adding another regulatory seat for the State Water Board and an additional stormwater seat.

- **Additional regulatory seat:** An additional regulatory seat for the State Water Board would help to provide state-wide regulatory perspective, coordination with ongoing SWAMP monitoring statewide, and credibility and quality of collected data. Also, the State Water Board is the funding agency for the regions. The State Water Board seat would be instrumental in facilitating contract changes for Regional Water Board in-kind SWAMP monitoring and helping to identify additional potential monitoring funding sources for the Delta RMP. Consequently, this addition would bring value to the Delta RMP. Co-chairs recommend consideration of this additional seat. However, any candidate for consideration must be committed to attending meetings regularly.
- **Additional stormwater seat:** Large and small municipal stormwater agencies have representation on the steering committee. However, medium size municipal agencies do not have representation. There is potential value added if a new “medium” municipal stormwater seat is committed to working with medium and small municipal agencies to further develop funding base and coordination of monitoring. Coordinating various needs for data and studies in the MS4 program with data being gathered by the RMP could help to broaden the functionality of the Delta RMP and bring in more municipal stormwater entities, under “representative monitoring.” This makes sense to do, but would likely involve more RMP “representative” monitoring instead of small/medium MS4 monitoring throughout the Central Valley. Co-chairs recommend that the Steering Committee consider an additional seat to achieve these goals.

DRAFT-Criteria for Determining Adequate Participation in the Delta Regional Monitoring Program December 2015

The Steering Committee has determined the basic criteria for “adequate participation” in the Delta Regional Monitoring Program (RMP) is contributing financial or in-kind services to the RMP, at the level established on a yearly basis, as described below. The Regional Board relies on the Delta RMP Steering Committee to determine what “adequate participation” is, and whether or not dischargers and other Steering Committee members are adequately participating in the Delta RMP. The Steering Committee expects and depends on the Regional Board to be sufficiently flexible in its approval of proposed monitoring requirement exchanges, so as to encourage permitted dischargers to participate.

Contributions from Permitted Discharger Categories

Permitted dischargers are entities subject to NPDES or WDR permit requirements for monitoring. The Regional Board allows, through amended permits, permitted dischargers in the Sacramento/San Joaquin watershed to demonstrate “adequate participation” in the Delta RMP *in lieu* of conducting specific receiving water monitoring that is otherwise required by their permits.

Contributions from Non Permitted Categories

For categories of Steering Committee members that do not have permits issued by the Regional Water Board requiring monitoring that could be exchanged, adequate participation will consist of funding or in-kind services contributed to the RMP that are reasonably equivalent to other participants (of similar type) in the Delta RMP. The Steering Committee must consider for such categories whether the entity may vote based on the level of participation. For example, any entity may provide funding to the Delta RMP, but the Steering Committee must consider what level of funding would constitute a “voting” Steering Committee member. The Steering Committee has agreed that a category can hold a seat on the Steering Committee, without contributing financially, but is not allowed to vote on financial issues. Thereby financial obligations of the program are only supported by those that financially contribute to the program. Steering Committee members that do not contribute financially can be a voting member on non-financial issues if the category/member adds value to the program, as described below.

Definition of In-Kind Services

In-kind contributions may count towards a participant’s contribution, but only if they can be monetized and replace a cost in the program budget. In-kind services do not include participation on the Steering Committee, or Technical Advisory Committee, or any subcommittees formed by either the Steering Committee or Technical Advisory Committee.

Factors for Determining Adequate Participation

The following factors will be considered when making a determination of adequate participation.

- **Program Budget**

The total Delta RMP program budget will be set by the Steering Committee annually and will be based on realistic estimates of funds likely to be received. Each Steering Committee category (coordinated monitoring program, permittees representing irrigated lands, publicly owned treatment works, stormwater, regulatory, resources agency, and water supply) will be assigned,

DRAFT-Criteria for Determining Adequate Participation in the Delta Regional Monitoring Program December 2015

by the Steering Committee, a specified portion of the total program budget. As a starting point, these amounts may be determined using the previous year's level of support for each category.

- **Whether Additional Funds are Expected**

The Delta RMP may receive grants, new categories, or funding from unanticipated sources. These funds will be used in developing the program budget, and could be used for determining adequate participation.

- **Exchange of Existing Individual Monitoring**

Notwithstanding consideration of the program budget and whether additional funds are expected, an individual permitted discharger may be deemed to have adequate participation in the Delta RMP, for a particular funding year, only if they contribute funds to the program not less than the savings due to receiving water monitoring reduction approved by the Regional Water Board.

Steering Committee representatives are expected to negotiate within their categories to develop an ongoing formula for the expected contribution for each of its members. Individual members of a permitted discharger category are responsible only for contributing their individual funding allotment. Failure of any member to contribute their expected individual funding will not result in an increase of funding requirements for the other members. However failure of any discharger to contribute their expected individual funding will result in a finding of inadequate participation.

Any Steering Committee member representing a category needs to be committed to attending meetings regularly to ensure that a quorum is met at meetings and progress can be made. Categories that do not contribute financially may bring additional perspective or skill sets to the Steering Committee that is needed to achieve program goals, and therefore can be a voting member on non-financial issues. Categories that help broaden the funding base either directly or indirectly by increasing the ability for the Delta RMP to compete for grants, achieve broader coordination with other programs, or other means of growing the program's credibility and influence can be voting Steering Committee members on non-financial issues. New categories should not conflict with current representation (i.e., Is there already sufficient representation?).

Delta RMP Deliverables Scorecard Report

Key to Status Colors:

Green indicates greater than 90 days until the deliverable is due.

Yellow indicates a deliverable due within 90 days.

Red indicates a deliverable that is overdue.

Project	Primary	Deliverable	Assigned To	Due Date	Status	Comments
Delta RMP (FY14/15)	Pathogens Monitoring	Set up contracts with BioVir and Eurofins	Thomas Jabusch	04/06/15	Complete	
Delta RMP (FY14/15)	Data Management	Prepare QAPP for FY14/15	Thomas Jabusch	04/15/15	Complete	QAPP completed and sent to SWAMP QAO for review.
Delta RMP (FY14/15)	Pesticide/Toxicity Monitoring	Set up contract with USGS for pesticide analyses	Thomas Jabusch	04/30/15	Complete	
Delta RMP (FY14/15)	Pesticide/Toxicity Monitoring	Arrange for UCD/ATL to participate in SCCWRP Interlaboratory Calibration Study	Thomas Jabusch	04/30/15	Complete	APHL will participate in the study without funding from the Delta RMP.
Delta RMP (FY14/15)	Nutrient Synthesis	Set up contract with USGS for synthesis of high-frequency sensor data	Thomas Jabusch	05/15/15	Complete	
Delta RMP (FY14/15)	Program Management	Revised Monitoring Design	Thomas Jabusch	05/22/15	Complete	The Monitoring Design has been revised and was sent to the TAC and SC on 6/8/15 for review.
Delta RMP (FY14/15)	Program Management	FY15-16 Annual Program Workplan	Philip Trowbridge	05/22/15	Complete	FY15/16 Budget and Workplan sent to SC on 6/9/15.
Delta RMP (FY14/15)	Program Management	Framework for Interpretation of Monitoring Results	Thomas Jabusch	05/22/15	Complete	An outline for the Communications Plan was included in the revised Monitoring Design sent on 6/8/15 and will be discussed at the 6/16/15 SC meeting.
Delta RMP (FY14/15)	Program Management	FY15/16 Revenue Projections and Plan for Efficiently Invoicing Participants	Philip Trowbridge	05/22/15	Complete	
Delta RMP (FY14/15)	Program Management	Quarterly financial reports	Lawrence Leung	05/31/15	Complete	
Delta RMP (FY14/15)	Program Management	System for tracking deliverables and action items	Philip Trowbridge	05/31/15	Complete	For June SC meeting
Delta RMP (FY14/15)	Data Management	Set up templates and EDD reports for the pesticide/toxicity and pathogen laboratories	Amy Franz	05/31/15	Complete	EDDs for pathogens labs have been created. EDDs for pesticide/toxicity labs has been deferred to FY15/16.
Delta RMP (FY14/15)	Pesticide/Toxicity Monitoring	Collect two rounds of samples and analyze the samples for pesticides and toxicity	Contractors	06/30/15	Complete	This task has been deferred to FY15/16 workplan.
Delta RMP (FY14/15)	Nutrient Synthesis	Final report on high-frequency sensor data nutrient synthesis	Brian Bergamashi	12/31/15		
Delta RMP (FY14/15)	Pathogens Monitoring	Pathogens Year 1 Final report	Contractors	06/30/16		
Delta RMP (FY15/16)	Program Management	Supplemental Budget Request to analyze split samples for CUPs	Thomas Jabusch	08/31/15	Complete	
Delta RMP (FY15/16)	Program Management	Prop 1 Application	Jennifer Sun	09/16/15	Complete	An application for 2 years of mercury monitoring (\$640k) was submitted in response to the DFW solicitation.

Project	Primary	Deliverable	Assigned To	Due Date	Status	Comments
Delta RMP (FY15/16)	Governance	TAC Meeting #1 and Summary	Thomas Jabusch	09/30/15	Complete	
Delta RMP (FY15/16)	Communications	Communications Plan	Thomas Jabusch	09/30/15	Complete	The draft Communications Plan and Program Planning Outline were sent to the TAC on 9/17/15 and the Steering Committee on 10/15/15.
Delta RMP (FY15/16)	Governance	Steering Committee Meeting #1 and Summary	Philip Trowbridge	10/30/15	Complete	
Delta RMP (FY15/16)	Governance	TAC Meeting #2 and Summary	Thomas Jabusch	12/31/15	Complete	
Delta RMP (FY15/16)	Governance	Steering Committee Meeting #2 and Summary	Philip Trowbridge	01/31/16		
Delta RMP (FY15/16)	Communications	Communications Product	Thomas Jabusch	01/31/16		a summary of Delta RMP accomplishments to date and a charter document (compiled from existing foundational documents)
Delta RMP (FY15/16)	Program Management	MOU for financial management and invoicing	Philip Trowbridge	03/31/16		
Delta RMP (FY15/16)	Governance	TAC Meeting #3 and Summary	Thomas Jabusch	03/31/16		
Delta RMP (FY15/16)	Governance	Steering Committee Meeting #3 and Summary	Philip Trowbridge	04/29/16		
Delta RMP (FY15/16)	Nutrients Synthesis	Nutrient Monitoring Design Synthesis Report	Thomas Jabusch	04/30/16		A draft of the report will be prepared by April 30, 2016 so that the recommendations can be considered for funding in the FY16/17 Workplan. The final report will be completed by June 30, 2016.
Delta RMP (FY15/16)	Program Management	FY16/17 Annual Workplan and Budget	Philip Trowbridge	05/13/16		Draft in May 2016. Final by June 30, 2016.
Delta RMP (FY15/16)	Governance	Steering Committee Meeting #4 and Summary	Philip Trowbridge	06/30/16		
Delta RMP (FY15/16)	Governance	TAC Meeting #4 and Summary	Thomas Jabusch	06/30/16		
Delta RMP (FY15/16)	Quality Assurance	QAPP Update	Thomas Jabusch	06/30/16		
Delta RMP (FY15/16)	Pathogens Study	Data Management of Year 1 Pathogens Data	Amy Franz	07/31/16		Data from BioVir and Eurofins. Formatting, transcribing field collection information, performing QA/QC review, and uploading field and analytical results to SFEI's RDC database and replicating to CEDEN.
Delta RMP (FY15/16)	Pathogens Study	Quality Assurance Report on Year 1 Pathogens Data	Don Yee	09/30/16		QA report. Funded from Data Management budget.
Delta RMP (FY15/16)	CUP Monitoring	Field Sampling Report for FY15/16 CUP Monitoring	Thomas Jabusch	09/30/16		
Delta RMP (FY15/16)	CUP Monitoring	Data Management of FY15/16 CUP Data	Amy Franz	12/31/16		Pesticide, toxicity, copper, carbon, SSC. Labs: USGS and UCD and a second pesticide lab to be named later.
Delta RMP (FY15/16)	CUP Monitoring	Quality Assurance Report for FY15/16 CUP Monitoring	Don Yee	12/31/16		QA report. Funded from Data Management budget.
Delta RMP (FY15/16)	CUP Monitoring	Annual Monitoring Report for FY15/16 CUP Monitoring	Thomas Jabusch	02/28/17		
Delta RMP (FY15/16)	Pathogens Study	Data Management of Year 2 Pathogens Data	Amy Franz	07/31/17		Data from BioVir and Eurofins. Formatting, transcribing field collection information, performing QA/QC review, and uploading field and analytical results to SFEI's RDC database and replicating to CEDEN.
Delta RMP (FY15/16)	Pathogens Study	Quality Assurance Report on Year 2 Pathogens Data	Don Yee	07/31/17		QA report. Funded from Data Management budget.

Delta RMP Action Items Report

Key to Status Colors:

Green indicates greater than 90 days until the deliverable is due. Yellow indicates a deliverable due within 90 days.

Red indicates a deliverable that is overdue.

	Primary	Meeting Date	Deliverable	Assigned To	Due Date	Status	Comments
1	TAC Action Items from 11/16/15	11/16/15	Draft strawman for the charge of the expert panel and distribute to the planning subcommittee	Philip Trowbridge	12/18/15	Complete	Charge drafted and distributed to planning committee.
2	TAC Action Items from 11/16/15	11/16/15	Convene planning subcommittee in the week after Thanksgiving	Philip Trowbridge	12/04/15	Complete	Meeting scheduled for 12/7/15.
3	TAC Action Items from 11/16/15	11/16/15	Present draft charge for the expert panel to the SC	Philip Trowbridge	12/18/15	Complete	Charge drafted and on SC agenda.
4	TAC Action Items from 11/16/15	11/16/15	Bring outline for the Nutrient Synthesis Workgroup to the SC and clarify that the proposed target date will be adjusted as needed to allow sufficient time for the development process	Philip Trowbridge	12/18/15	Complete	Workplan updated and on SC agenda.
5	TAC Action Items from 11/16/15	11/16/15	Plan a future discussion with the TAC to outline the process for updating the target analyte list and defining how risk should be considered	Thomas Jabusch	04/01/16		
6	TAC Action Items from 11/16/15	11/16/15	Distribute W. Fleenor's paper to the TAC	Stephen McCord	11/20/15	Complete	
7	SC Action Items from 10/23/15	10/23/15	Update SC roster	Thomas Jabusch	10/30/15	Complete	
8	SC Action Items from 10/23/15	10/23/15	Put an item on the next agenda to discuss the requests for additional Steering Committee seats for Phase I and Phase II stormwater and the State Board and the overall balance and composition of the committee	Philip Trowbridge	11/18/15	Complete	Recorded in list of potential agenda items
9	SC Action Items from 10/23/15	10/23/15	Provide a list of appropriate candidates from fisheries agencies for the vacant Resource Agencies seat	Tim Vendlinski	12/18/15	Complete	
10	SC Action Items from 10/23/15	10/23/15	Update minutes with edits requested by Val and post to Regional Board website	Thomas Jabusch	10/30/15	Complete	Updated summary sent to Regional Board staff to post
11	SC Action Items from 10/23/15	10/23/15	Update TAC summary with the correct station name for the Mokelumne on page 4 (New Hope Road)	Thomas Jabusch	10/30/15	Complete	
12	SC Action Items from 10/23/15	10/23/15	Get provisional pesticide data from USGS and post with the rest of the provisional data on the TAC website	Thomas Jabusch	10/30/15	Complete	
13	SC Action Items from 10/23/15	10/23/15	Get information on the DSP peer review process from Val Connor and share it with the Steering Committee.	Philip Trowbridge	10/30/15	Complete	
14	SC Action Items from 10/23/15	10/23/15	Talk to the Delta Science Program about getting an external review of the Monitoring Design. Coordinate with Val and Gregg on this item	Philip Trowbridge	12/18/15	Complete	
15	SC Action Items from 10/23/15	10/23/15	Convene the Finance and Revenue Subcommittees for kick-off meetings	Val Connor	12/18/15		
16	SC Action Items from 10/23/15	10/23/15	Put an item on the agenda for the fall 2016 SC meeting to review the Program expenses compared to other similar programs, the goals of the Program, and the multi-year trajectory of the Program	Philip Trowbridge	10/31/16		

	Primary	Meeting Date	Deliverable	Assigned To	Due Date	Status	Comments
17	SC Action Items from 10/23/15	10/23/15	Follow up with Val and Mike about the Finance Subcommittee to find out what assistance they need from ASC	Philip Trowbridge	10/30/15	Complete	
18	SC Action Items from 10/23/15	10/23/15	Develop a proposal for an interlaboratory comparison study for pesticides for the TAC to review	Josie Tellers	11/09/15	Complete	
19	SC Action Items from 10/23/15	10/23/15	Review and provide comments on the draft Communications Plan	Steering Committee	11/06/15	Complete	No additional comments were provided.
20	SC Action Items from 10/23/15	10/23/15	Develop ideas for a fact sheet to support fundraising efforts	Val Connor	12/18/15		Val Connor and Finance Committee
21	SC Action Items from 10/23/15	10/23/15	Review and provide comments on the draft Program Planning Overview	Steering Committee	11/06/15	Complete	No additional comments were provided.
22	SC Action Items from 10/23/15	10/23/15	Add the July 7, 2014, version of the RMP-RB Interaction Flow Chart to the RMP Foundations document with an introduction that explains that this flow chart was a foundational document and the basis for language that was added to permits. The introduction should also explain that the purpose of the flow chart is to show mutual expectations that the RMP will be used to collaboratively study issues as much as possible to avoid additional study requests from the Water Board on top of the RMP	Thomas Jabusch	12/18/15	Complete	
23	SC Action Items from 10/23/15	10/23/15	Revise adequate participation language and work with co-chairs on edits	Philip Trowbridge	12/18/15	Complete	
24	SC Action Items from 10/23/15	10/23/15	Set next meeting date for December 18, reserve room, and send invitations to the SC	Thomas Jabusch	10/30/15	Complete	
25	TAC Action Items from 9/24/15	09/24/15	Follow-up with Jamie Anderson at DWR regarding funding for mercury monitoring to calibrate the DWR mercury model	Philip Trowbridge	10/23/15	Complete	
26	TAC Action Items from 9/24/15	09/24/15	Research options for collecting samples at Buckley Cove in the middle of the channel and report back to the TAC	Joe Domagalski	11/01/15	Complete	On the agenda for the Nov 16 TAC mtg.
27	TAC Action Items from 9/24/15	09/24/15	Search for modeling information about lateral mixing at Buckley Cove	Stephen McCord	11/01/15	Complete	
28	TAC Action Items from 9/24/15	09/24/15	Organize a teleconference of the TIE subcommittee to discuss further edits to the TIE guidance, the TIE treatment list, an update on the Ceriodaphnia issue at AHPL, and the cost per treatment for TIEs so that the group can manage its budget of \$40,000 for the year	Thomas Jabusch	10/16/15	Complete	
29	TAC Action Items from 9/24/15	09/24/15	Modify the Supplemental Budget Request with a required matrix spike sample, the schedule, and locations of the sampling	Thomas Jabusch	10/09/15	Complete	
30	Steering Committee Action Items from 06/16/15	06/16/15	Post all final minutes to the Regional Board's Delta RMP website and add a note to the website saying "Draft meeting summaries are available upon request from the Regional Board"	Selina Cole	06/30/15	Complete	
31	Steering Committee Action Items from 06/16/15	06/16/15	Update the Monitoring Design with changes approved at the meeting and then post as final on the website.	Thomas Jabusch	06/30/15	Complete	
32	Steering Committee Action Items from 06/16/15	06/16/15	Put an agenda item on the next SC meeting agenda to discuss the conflict of interest policy and the guidelines for issuing RFPs.	Philip Trowbridge	10/23/15	Complete	On agenda for 10/23 SC meeting.
33	Steering Committee Action Items from 06/16/15	06/16/15	Schedule and hold a conference call between the Regional Board and MS4 Phase II communities regarding participation and fees for the Delta RMP.	Stephanie Hiestand	07/31/15		

	Primary	Meeting Date	Deliverable	Assigned To	Due Date	Status	Comments
34	Steering Committee Action Items from 06/16/15	06/16/15	Add Stephanie Hiestand to the QAPP as the representative for MS4 Phase II communities	Thomas Jabusch	06/30/15	Complete	
35	Steering Committee Action Items from 06/16/15	06/16/15	Use a doodle poll to schedule the next meeting in September or October.	Philip Trowbridge	06/30/15	Complete	
36	Steering Committee Action Items from 06/16/15	06/16/15	Schedule a discussion for the next meeting to identify the scope and panel for an external review of the Monitoring Design	Thomas Jabusch	10/23/15	Complete	Included on agenda for 9/24/15 TAC meeting.
37	Steering Committee Action Items from 06/16/15	06/16/15	Regional Board staff will set up an internal meeting with Diane Messina and Adam Laputz to discuss potential participation by Caltrans	Patrick Morris / Selina Cole	09/01/15		Regional Board staff will be contacting Caltrans to discuss potential participation
38	TAC Action Items from 5/27/15	05/27/15	Mike Johnson and Karen Ashby will provide comments on the Monitoring Design by June 1st. Debra Denton and Tessa will provide comments by June 4th.	TAC members	06/04/15	Complete	Debra Denton provided comments on June 1, 2015.
39	TAC Action Items from 5/27/15	05/27/15	ASC will revise the Design document and send it back out the TAC with 5 business days for review.	Thomas Jabusch	06/08/15	Complete	
40	TAC Action Items from 5/27/15	05/27/15	Stephen McCord will convene a conference call or online polling method before June 16th so that he can report to the SC whether the TAC recommends approval or provisional approval of the revised Monitoring Design.	Stephen McCord	06/15/15	Complete	
41	TAC Action Items from 5/27/15	05/27/15	Adam agreed to follow up with Rich Breuer to learn if the requirement for State Board approval of the QAPP only applied to SWAMP-funded part of the work or the full QAPP.	Adam Laputz	06/03/15	Complete	
42	TAC Action Items from 5/27/15	05/27/15	ASC should make sure the QAPP data management provisions are SWAMP compatible. Phil agreed to check with Cristina Grosso about this.	Philip Trowbridge	06/03/15	Complete	SFEI data management procedures are SWAMP compatible.
43	TAC Action Items from 5/27/15	05/27/15	After receiving comments from the laboratories by June 1st, ASC will revise the QAPP and send it back out to the TAC with 5 business days to review.	Thomas Jabusch	06/08/15	Complete	
44	TAC Action Items from 5/27/15	05/27/15	Stephen McCord will schedule a conference call or online polling tool before June 16th in order to determine whether the TAC recommends approval of the QAPP or provisional approval. Stephen McCord will provide a verbal report to the SC on June 16th.	Stephen McCord	06/15/15	Complete	
45	TAC Action Items from 5/27/15	05/27/15	Discuss with the SC co-chairs about having a joint meeting of the SC and TAC to decide about the funding allocations for FY15/16	Philip Trowbridge	06/03/15	Complete	Recommendation added the FY15/16 workplan report to the SC.
46	TAC Action Items from 5/27/15	05/27/15	Revise the budget for the SC to show the available funding relative to the "bare bones" Monitoring Design funding levels so the SC can make the trade-off decisions.	Philip Trowbridge	06/05/15	Complete	
47	TAC Action Items from 5/27/15	05/27/15	Stephen McCord will send an email to the TAC with the proposal to officially approve the TIE subcommittee members as discussed in the May 27 meeting	Stephen McCord	06/03/15	Complete	
48	TAC Action Items from 5/27/15	05/27/15	ASC will receive comments on the TIE process memo. When all the comments have been received, ASC will send them to the TIE subcommittee to review and incorporate into the memo, which will be shared with the whole TAC.	Thomas Jabusch	06/10/15	Complete	
49	TAC Action Items from 5/27/15	05/27/15	Mike Johnson agreed to send Stephen McCord his notes with questions about the Hyalella test.	Mike Johnson	06/03/15	Complete	
50	TAC Action Items from 5/27/15	05/27/15	Stephen Clark agreed to send Stephen McCord information about possible special studies that could be done to resolve questions about the Hyalella test.	Stephen Clark	06/03/15	Complete	

	Primary	Meeting Date	Deliverable	Assigned To	Due Date	Status	Comments
51	TAC Action Items from 5/27/15	05/27/15	Brian Laurenson agreed to send Stephen McCord his comments on the last set of slides for the SC which had information on possible special studies.	Brian Laurenson	06/03/15	Complete	
52	TAC Action Items from 5/27/15	05/27/15	Stephen McCord agreed to write a memo to the SC with options regarding the Hyallella test.	Stephen McCord	06/09/15	Complete	
53	TAC Action Items from 5/27/15	05/27/15	Provide an update on any nexus between Delta RMP and Central Valley Pyrethroids TMDL	Tessa Fojut	03/31/16		
54	TAC Action Items from 4/22	04/22/15	Thomas and Stephen will develop a develop a full chronology of TAC decisions, in a format similar to Delta RMP Record of Decisions (SC).	Thomas Jabusch	05/22/15	Complete	
55	TAC Action Items from 4/22	04/22/15	Thomas will distribute SCCWRP study objectives and protocol to the TAC, when available	Thomas Jabusch	05/22/15	Complete	On agenda for 5/27/15
56	TAC Action Items from 4/22	04/22/15	Thomas and Stephen will compare and contrast study objectives to Delta RMP's interests and concerns regarding Hyalella, especially regarding the issue of environmental relevance	Thomas Jabusch	05/22/15	Complete	To be completed with Stephen McCord
57	TAC Action Items from 4/22	04/22/15	Thomas: Consider adding phenotype testing and supplying Delta environmental samples for 2nd round of testing	Thomas Jabusch	05/22/15	Complete	Re phenotype testing: Can create a running wish list of special studies such as the phenotype testing.
58	TAC Action Items from 4/22	04/22/15	Coordinate the TIE subcommittee	Thomas Jabusch	05/22/15	Complete	
59	TAC Action Items from 4/22	04/22/15	Linda (AHPL) will generate a treatment template to clearly describe TIE treatments to be performed	Linda Deanovic	05/22/15	Complete	
60	TAC Action Items from 4/22	04/22/15	Stephen will articulate a question to SC asking whether TIE's should track down non-pesticide causes of toxicity, if funds allow	Stephen McCord	06/16/15	Complete	To be discussed at SC meeting on 6/16/15.
61	TAC Action Items from 4/22	04/22/15	Cam will draft a document to accompany the TIE decision flow chart	Cam Irvine	05/22/15	Complete	Include communications protocols and additional insight on decision process. To be completed with Thomas Jabusch
62	TAC Action Items from 4/22	04/22/15	Joe and Jim will clean up the USGS pesticide sampling triggers	Joe Domagalski	05/22/15	Complete	Edits were provided by Stephen McCord and discussed at the TAC meeting
63	TAC Action Items from 4/22	04/22/15	Jim will add "alert" levels for the USGS to use to alert AHPL of possible events	Jim Orlando	05/22/15	Complete	In QAPP.
64	TAC Action Items from 4/22	04/22/15	Jim and Joe will add a field to the field log to document sampling conditions	Jim Orlando	05/22/15	Complete	Part of USGS standard practice. The sampling conditions log will be used to improve event triggers based on experience.
65	TAC Action Items from 4/22	04/22/15	Thomas will provide a clean draft final monitoring design to the TAC for review	Thomas Jabusch	05/22/15	Complete	On agenda for 5/27/15
66	TAC Action Items from 4/22	04/22/15	Review the draft QAPP	TAC members	05/01/15	Complete	Notify Thomas Jabusch of any delays
67	TAC Action Items from 4/22	04/22/15	Identify points in data flow chart when TAC members can access data, and clarify frequency of QA review for monthly sampling e vents	Cristina Grosso	05/22/15	Complete	In QAPP.

	Primary	Meeting Date	Deliverable	Assigned To	Due Date	Status	Comments
68	TAC Action Items from 4/22	04/22/15	Set up a password-protected space for provisional data on the CA Estuaries Workgroup portal	Stephanie Fong	05/22/15	Complete	SFEI-ASC will make provisional data files available by posting them to the TAC website, from where they can be viewed and downloaded by TAC members and transferred to the worker bee space of the Estuaries portal.
69	Steering Committee Action Items from 03/27/15	03/27/15	ASC will revise the minutes from the 1/22/15 SC meeting. The paragraph on Hyalella on page 7 and the second action item underneath it should show that there were concerns about the lab methodologies and interlaboratory comparability for the Hyalella test procedure in water.	Thomas Jabusch	04/30/15	Complete	
70	Steering Committee Action Items from 03/27/15	03/27/15	Adam Laputz will share the decision-making flow chart with ASC.	Adam Laputz	04/30/15	Complete	Linda Dorn has shared the flow chart with Thomas Jabusch.
71	Steering Committee Action Items from 03/27/15	03/27/15	Patrick Morris will find out if the SWAMP contract with ATL can fund participation in the SCCWRP interlaboratory comparability study.	Patrick Morris	04/30/15	Complete	SWAMP contract manager confirmed that funds can be used to analyze samples for the study.
72	Steering Committee Action Items from 03/27/15	03/27/15	ASC and the TAC Co-Chairs will prepare a 1-hour agenda item for the next SC meeting on the interpretation and application of monitoring results, with a focus on pesticides monitoring. The TAC recommendations, the draft decision-making flow chart, and the TIE decision matrix will be included in the presentation.	Thomas Jabusch	05/31/15	Complete	On the agenda for the 6/16/15 meeting
73	Steering Committee Action Items from 03/27/15	03/27/15	Schedule agenda item to discuss and resolve any changes that were made by the TAC to the Management Questions on page 6 (Pesticide Table 1) of the revised Monitoring Design.	Thomas Jabusch	05/31/15	Complete	On the agenda for the 6/16/15 meeting
74	Steering Committee Action Items from 03/27/15	03/27/15	ASC will make sure the TAC website is up to date and ensure that the April 22 TAC meeting is publicly noticed.	Thomas Jabusch	04/08/15	Complete	
75	Steering Committee Action Items from 03/27/15	03/27/15	ASC will contact Val Connor at SFCWA to get documentation about previous work by SFCWA, USGS, and RB5 to develop target analyte lists for pesticides.	Thomas Jabusch	04/30/15	Complete	
76	Steering Committee Action Items from 03/27/15	03/27/15	ASC will work with the TAC, ILRP, and RB5 to come up with the recommended list of target pesticides for the FY15/16 workplan. The list will reside in the Monitoring Design.	Thomas Jabusch	05/15/15	Complete	ASC has compiled a master list that compares the target pesticides for ILRP and the different labs. RB5 and ILRP met to discuss the list.
77	Steering Committee Action Items from 03/27/15	03/27/15	ASC will develop a process for reviewing and updating the list of target pesticide analytes as part of the Communications Plan in FY15/16.	Thomas Jabusch	09/30/15	Complete	The process was included in the draft Communications Plan and Project Planning Cycle.
78	Steering Committee Action Items from 03/27/15	03/27/15	Joe Domagalski will send ASC the final report from a recent USGS study of pesticides.	Joe Domagalski	04/30/15	Complete	
79	Steering Committee Action Items from 03/27/15	03/27/15	ASC will revise the FY14/15 workplan as directed by the SC: (1) update Section 5 to be refer to the SCCWRP interlaboratory comparability study; (2) update the Vendor Selection Form for the USGS Pesticide Lab; and (3) update the Vendor Selection Form the USGS nutrient synthesis.	Philip Trowbridge	04/03/15	Complete	

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80	Steering Committee Action Items from 03/27/15	03/27/15	ASC will revise the Financial Management Plan as directed by the SC: (1) attach the process for RFPs; (2) require SC approval for sole source contracts; and (3) refer to the Implementing Entity generically.	Philip Trowbridge	04/03/15	Complete	Items 2 and 3 are complete. The RFP process has been revised but needs SC review at the next meeting before being attached as guidance to the Financial Management Plan.
81	Steering Committee Action Items from 03/27/15	03/27/15	Linda Dorn and Patrick Morris will revise the Adequate Participation language and will bring it back to the SC at the next meeting.	Linda Dorn	05/31/15	Complete	
82	Steering Committee Action Items from 03/27/15	03/27/15	ASC will include an option for external science advisers or a program review in the FY15/16 workplan. ASC will research whether the Delta Science Program's science panel can serve this role.	Philip Trowbridge	05/31/15	Complete	There may be a way for the DSC to facilitate the review but (a) the SC will still need to budget some funds for it and (b) the review would most likely consider the Delta RMP within the broader context of all Delta monitoring programs.
83	Steering Committee Action Items from 03/27/15	03/27/15	Tim Vendlinski will attend the April 22, 2015 TAC meeting.	Tim Vendlinski	04/22/15	Complete	
84	Steering Committee Action Items from 03/27/15	03/27/15	Selina Cole will update the Delta RMP website and publicly notice the TAC meeting via the Delta Water Quality lyrics list	Selina Cole	04/10/15	Complete	
85	Steering Committee Action Items from 03/27/15	03/27/15	ASC will work with Stephen McCord and Joe Domagalski on options for TAC Co-Chairs in FY15/16. The three options are (1) to continue with Stephen and Joe as Co-Chairs providing coordination and leadership; (2) to have ASC provide coordination and Stephen and Joe provide leadership; and (3) to have ASC provide coordination with an unpaid Chair. The value of the in-kind service by the unpaid Chair should be part of the calculation.	Philip Trowbridge	05/31/15	Complete	
86	Steering Committee Action Items from 03/27/15	03/27/15	ASC will send out a list of Decisions and Action Items from the 3/27/15 meeting by 4/3/15.	Thomas Jabusch	04/03/15	Complete	
87	Steering Committee Action Items from 03/27/15	03/27/15	ASC will send a doodle poll for the next SC meeting. The meeting must be before 6/16/15 and may need to be even sooner depending the time needed for any RFPs that may be needed.	Thomas Jabusch	04/03/15	Complete	
88	Steering Committee Action Items from 01/22/15	01/22/15	ASC will provide draft SOTER indicator write-ups when they are ready to the TAC and SC for review and comment.	Jay Davis	03/27/15	Complete	
89	Steering Committee Action Items from 01/22/15	01/22/15	ASC will provide a pdf version of the Delta RMP poster to the SC	Thomas Jabusch	01/29/15	Complete	
90	Steering Committee Action Items from 01/22/15	01/22/15	ASC will revise the minutes of the last two SC meetings to correct inaccuracies.	Thomas Jabusch	03/27/15	Complete	
91	Steering Committee Action Items from 01/22/15	01/22/15	ASC will report back to the SC about whether the proposed contractors for the FY14/15 workplan would be in compliance with the State Contracting Manual and if there is any appearance of conflict of interest. In particular, ASC will check the legality of contracting USGS for the pesticide analyses, high-frequency data analysis, and potentially field sampling, with Joe Domagalski (USGS) as one of the co-chairs.	Philip Trowbridge	03/27/15	Complete	
92	Steering Committee Action Items from 01/22/15	01/22/15	ASC will sign up members of the TIE subcommittee	Thomas Jabusch	03/27/15	Complete	

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93	Steering Committee Action Items from 01/22/15	01/22/15	The TAC will provide the SC with information about evaluating and interpreting Hyalella data, recommendations regarding the Hyalella strain to be used, and identify the scientific issues involved with interpreting and/or qualifying test results.	Stephen McCord	03/27/15	Complete	
94	Steering Committee Action Items from 01/22/15	01/22/15	ASC will revise the Monitoring Design document based on comments received from the SC.	Thomas Jabusch	05/31/15	Complete	
95	Steering Committee Action Items from 01/22/15	01/22/15	ASC will send the Monitoring Design document (11/3/14 draft) and the list of identified changes to the SC mailing list and ask participants to submit additional revisions by 1/30/15.	Thomas Jabusch	01/29/15	Complete	
96	Steering Committee Action Items from 01/22/15	01/22/15	ASC and Brock Bernstein will convene conference calls, if there are conflicting comments that get to the core of the design and are high priority to resolve.	Thomas Jabusch	03/27/15	Complete	
97	Steering Committee Action Items from 01/22/15	01/22/15	ASC will develop a new document that defines the Delta RMP's process for data analysis and interpretation, reporting, and application of results to address the management questions. This document should also contain an annual schedule for coordinating with deadlines of different organizations.	Thomas Jabusch	12/31/15	Complete	Communications Plan. Program Planning Overview.
98	Steering Committee Action Items from 01/22/15	01/22/15	ASC will add sole source justifications to the FY14/15 Annual Workplan	Philip Trowbridge	03/27/15	Complete	
99	Steering Committee Action Items from 01/22/15	01/22/15	ASC will follow up with Gregg Erickson to find out if there is an existing contract between ASC, DWR, and USGS.	Philip Trowbridge	03/27/15	Complete	
100	Steering Committee Action Items from 01/22/15	01/22/15	Since there will not be an RFP, ASC will subtract \$4,500 from the pesticide/toxicity budget.	Philip Trowbridge	03/27/15	Complete	
101	Steering Committee Action Items from 01/22/15	01/22/15	Patrick Morris will investigate whether FY15/16 onwards SWAMP funds can be used for other purposes, such as pesticides analyses.	Patrick Morris	03/27/15	Complete	Currently the only SWAMP contract that could be used for the Delta RMP is for toxicity analyses.
102	Steering Committee Action Items from 01/22/15	01/22/15	ASC will prepare a process for FY15/16 and onwards to ensure that selection of contractors complies with the public contracting code and avoids any actual or apparent conflict of interest.	Philip Trowbridge	03/27/15	Complete	
103	Steering Committee Action Items from 01/22/15	01/22/15	ASC shall implement appropriate funding mechanisms (e.g., invoice, contract) as needed to meet the needs of different Delta RMP members.	Philip Trowbridge	03/27/15	Complete	
104	Steering Committee Action Items from 01/22/15	01/22/15	ASC will assist the SC in developing a longer-term funding mechanism (e.g., MOU) that will lower administrative costs and provide a more formal basis for participation	Philip Trowbridge	03/31/16	Complete	The MOA was added as a deliverable for the FY15/16 workplan.
105	Steering Committee Action Items from 01/22/15	01/22/15	Val Connor will review the Financial Management Plan with SFCWA's attorney.	Val Connor	03/27/15	Complete	Action item deleted.
106	Steering Committee Action Items						
107	TAC Action Items						