

Action Items from 2/24/2022 Council Meeting

Agenda Item #	Action	Assigned to	Due Date	Status	Notes
8	Develop an agenda based on post fire monitoring for the May 24, 2022, Council Meeting.	Nick Martorano	May 24, 2022	Complete	
8	Develop a future agenda revolving around the Clean Water Act Integrated Report.	Nick Martorano	September 1, 2022	In progress	Working with Lori Webber and the Water Quality Assessment Unit to develop Agenda Items of interest to the Council.

Action Items from 11/10/2021 Council Meeting

Agenda Item #	Action	Assigned to	Due Date	Status	Notes
3	Write Council Recommendations letters and provide them to the Agency Secretaries for review and confirmation.	Nick Martorano	ASAP	Complete	Recommendation letters were drafted and presented to the Agency Secretaries in advance of our annual briefing.
5	Send out a call for the workgroups to identify liaisons to the new JEDI workgroup as well as potential co-chairs to help lead the workgroup moving forward.	Peter Vroom, Nick Martorano	February 24, 2022	Complete	Peter drafted a Charter and put out a call to the workgroups to identify liaisons and potential leads to the JEDI workgroup.
5	Schedule a 2022 JEDI meeting to review and approve the Charter and next steps.	Peter Vroom, Nick Martorano	February 24, 2022	Complete	Another email was sent requesting feedback. A meeting will be scheduled in the near future.
6	The finalized Resolution will be signed and sent to the treatment plants for recognition.	Nick Martorano Karen Mogus Mark Gold	ASAP	Complete	The letters have been sent to the identified treatment plants.
7	Convene a subcommittee to schedule the annual briefing with the Secretaries and identify a strategy for that briefing.	Nick Martorano	ASAP	Complete	A subcommittee was convened. The briefing was scheduled and briefing materials were developed as products of this subcommittee.
8	Create a Microplastics subgroup of the Trash Monitoring workgroup and schedule a kickoff meeting.	Scott Coffin Shelly Moore	ASAP	Complete	The Microplastics inaugural meeting was held in December of last year.
10	Schedule Meetings for 2022	Nick Martorano	ASAP	Complete	The Quarterly Council Meetings have been scheduled for February 24, May 26, August 25, and December 1.

Action Items from 08/12/2021 Council Meeting

Agenda Item #	Action	Assigned to	Due Date	Status	Notes
1	Identify nominees to fill the recently created Public Health and Scientific Community – Academic seats.	Karen Mogus and Mark Gold	ASAP	Complete	Karen Mogus identified Mark Starr from CDPH to fill the Public Health seat. Mark, Karen, and Nick identified Krista Kamer from CSU Coast to fill the Scientific Community – Academic seat.
3	Nick will continue to work with the Water Board Legislative Affairs Office regarding AB 1066 (Bloom, 2021). Nick will provide an update item at the next Council Meeting.	Nick Martorano	November 10, 2021	Complete	AB 1066 has been amended and approved by both the State House and Senate and is currently on Governor Newsom’s desk for signature. Nick has been preparing materials seeking resources to support the Council’s implementation of the legislation. An agenda item will be provided.
5	The Council Co-Chairs will develop a resolution to recognize the excellent and forward thinking work being achieved by the Wastewater Based Surveillance subcommittee.	Karen Mogus and Mark Gold	ASAP	Complete	A draft resolution has been written by Karen Mogus and is under review.
5	Report back at the next Council Meeting on a proposed process for Council recognition.	Karen Mogus, Mark Gold, and Nick Martorano	November 10, 2021	Complete	Karen, Mark and Nick will develop a proposal and report back to the Council.
6	The funding non state members of the funding subcommittee will finalize and send a letter to key legislative contacts seeking funding to support the Monitoring Council.	Steve Weisberg, Grant Sharp, Ray Heimstra, and Peter Vroom	ASAP	Complete	A letter was finalized and sent to a half dozen contacts on August 19, 2021. In addition, a separate letter was written and cosigned by several NGOs spear headed by Evelyn Wendel seeking funding to support the Council on August 25, 2021.
9	The JEDI subcommittee will meet again and develop a plan for moving forward	Peter Vroom, Nick Martorano, Anna Holder	November 10, 2021	Complete	The group met again on September 20, 2021 and decided to form a more open an inclusive workgroup. The process is moving forward for developing a charter, webpage, and other foundation elements before making a call for wide participation.
10	Work to identify agenda items for the next Council Meeting.	Nick Martorano	November 10, 2021	Complete	Nick will have items identified in above and look for additional items on Microplastics Monitoring, and the Safe to Eat Realignment.

Action Items from 05/06/2021 Council Meeting

Agenda Item #	Action	Assigned to	Due Date	Status	Notes
2	Work with Win Cowger and the Trash Monitoring Workgroup to come up with an item to discuss data collection and reporting consistency.	Win Cowger Shelly Walther	08/12/21	In progress	Shelly reached out to Win, Tony Hale to have an item of discussion at the next trash monitoring workgroup meeting and ultimately the next Council meeting.
4	WBE subcommittee to continue its work and update the Council at the next meeting.	Steve Weisberg	08/12/21	Completed	The Subcommittee continues to meet and make progress.
5	Update the Council Governance and post information on mywaterquality.ca.gov	Nick Martorano	ASAP	Completed	Updates were made to the webpages to reflect the new governance document and the two new Council seats.
9	Create a funding subcommittee to look into strategies for finding funds to support the work of the Council and its workgroups.	Nick Martorano	ASAP	Completed	A subcommittee made up of Mark Gold, Karen Mogus, Steve Weisberg, Grant Sharp, Ray Heimstra, and Win Cowger has been called upon to meet and report back to the Council at the August meeting.
10	Coordinate the next Council Meeting agenda in Nick's absence.	Karen Mogus Greg Gearheart	ASAP	Completed	Nick provided Karen and Greg with key topics that could be pursued for the August meeting as well as draft template documents for the Notice and Agenda.

Action Items from 02/11/2021 Council Meeting

Agenda Item #	Action	Assigned to	Due Date	Status	Notes
3	Reach out to WateReuse CA to discuss the gaps in sector representation on the Council	Nick Martorano	May 6, 2021	Completed	Nick reached out via email to WateReuse to have a discussion. The WateReuse team said they would get back to him with detailed information on why they should have their

					own seat on the Council, but that information has not been received.
5	Keep up the work of the JEDI subcommittee and come up with recommendations for future trainings or other actions to support JEDI values on the Council and within the workgroups.	Shelly Walther, Peter Vroom	May 6, 2021	Delayed	The JEDI subcommittee has not met since January. Nick and others continue to add resources to the Google Drive folder for all to see.
7	Leverage the Safe to Eat workgroup to help with the successful implementation of AB 762.	Greg Gearheart, Nick Martorano, Jay Davis, and Anna Holder	Ongoing	In progress	Meetings with the various state agencies and the Division of Financial Assistance have occurred and we plan on utilizing the expertise within the Safe to Eat Workgroup to target the best locations for fish advisory postings.
8	Create a Governance subcommittee to review and provide recommended updates to the Monitoring Council Governance document.	Mark Gold, Karen Mogus, Nick Martorano, Jared Voskuhl, Evelyn Wendel	May 6, 2021	Complete	The subcommittee met several times over the quarter and came up with several updates for brevity, clarity and consistency with the Council's current status. The updates have been provided to the Council at large for review and feedback. The Council will vote on updates to the governance document at the May 6, 2021 Council Meeting.
9	The WBE subcommittee should continue to develop the team and work towards the goal of making WBE data used by Public Health agencies to impact decision making. Report back at the next Council Meeting	Steve Weisberg	May 6, 2021	Complete	The subcommittee roster has been finalized as have the goals and projects. There have been two surveys created and circulated to the wastewater plants collecting data and the labs analyzing the data. Steve will report on the progress next steps for the subcommittee.
10	The inventory of monitoring program subcommittee will continue to meet and try to develop a more detailed workplan.	Grant Sharp, Shelly Walther, Greg Gearheart, Helen Fitanides	N/A	Ongoing	The subcommittee has a meeting scheduled for April 22 to discuss next steps.
11	The May 6, 2021 meeting should have a focus on trash and plastics monitoring. Future Council Meeting should be shortened until the Council can meet in person again.	Nick Martorano	May 6, 2021	Complete	The agenda has been created and shortened to include topics focused around trash monitoring as well as short updates from the governance and WBE subcommittees.

Action Items from 12/3/20 Council Meeting

Agenda Item #	Action	Assigned to	Due Date	Status	Notes
4	Form a JEDI Subcommittee to explore how the Council can advance JEDI principles into the areas it and its workgroups can influence. Report back at the next Council meeting.	Nick Martorano	February 11, 2021	Complete	The JEDI subcommittee has been created and is being co-led by Peter Vroom and Shelly Walther.
5	Form a Wastewater Based Epidemiology Subcommittee to look at how the Council can bring collaboration across the various sewershed monitoring efforts to provide the most value and information to the State. Report back at the next Council meeting.	Nick Martorano	February 11, 2021	Complete	The WBE subcommittee has been created and being led by Steve Weisberg.
10	Form a subcommittee to explore what an inventory of monitoring programs would look like regarding scope, function, and value to better clarify this strategic priority and any potential actions. Report back at the next Council meeting.	Nick Martorano	February 11, 2021	Complete	The Inventory of Monitoring Subcommittee has been created and is being led by Grant Sharp.
11	Schedule the 2021 Council Meetings	Nick Martorano	ASAP	Complete	The Council Meetings will be conducted virtually until further notice and are scheduled for February 11, May 6, August, and November 10, 2021.

Action Items from 09/24/20 Council Meeting

Agenda Item #	Action	Assigned to	Due Date	Status	Notes
4	There are some updates need to the draft MOU and briefing document.	Karen Mogus Chad Dibble Steve Weisberg	ASAP	Complete	The MOU has been completed and signed
5	Write a letter of support for the COVID-19 sewershed monitoring otherwise known as wastewater based epidemiology and submit the letter to the agency Secretaries and Director of CDPH.	Steve Weisberg, Shelly Walther, Peter Vroom, and Nick Martorano	ASAP	Postponed	A subcommittee has been convened to look into more concrete actions including but not limited to a letter.

5	Schedule and update item on the progress of WBE and sewershed monitoring related to COVID-19.	Steve Weisberg, Shelly Walther, Peter Vroom, and Nick Martorano	December 3, 2020	Complete	The Council requested an update on this item at the next December Council Meeting. Karen Mogus will provide an update at the December meeting.
8	Discuss and provide feedback on the following SOPs: <ul style="list-style-type: none"> • Best practices • Water DNA sampling • Data reporting standards 	Council Members	ASAP	Complete	The molecular methods workgroup would like the council's input on the SOPs they have developed.
9	Council Member Shelly Walther requested the mywaterquality.ca.gov webpage have some sort of COVID-19 information available front and center for stakeholders.	Nick Martorano	ASAP	Complete	Nick updated the banner on the home page which now has a COVID-19 message. Also, on the About Us page a similar message was placed in the Announcement side bar. Nick chose to redirect stakeholders to the State Water Board's COVID-19 webpage because that is maintained by Water Board staff with important information.
9	Develop a way to focus the discussion on Strategic Prioritization based on the projects identified in the Strategic Summary	Nick Martorano Karen Mogus	ASAP	Complete	Nick met with Karen and discussed a strategy to gage the top priorities for Council Members and workgroups. Nick created and distributed a survey to the Council Members and Workgroup leads and received 19 responses. Nick and Karen will now digest the data and discuss next steps.
9	Explore the need for an Equity, Diversity and Inclusion Subcommittee of Council Members and Workgroup Leads and report back at the next Council meeting.	Shelly Walther Jay Davis	December 3, 2020	Complete	Shelly expressed interest in creating a subcommittee to help the Council and its workgroups address the needs associated with creating a more inclusive, equitable and diverse community within the Council and workgroups. Greg Gearheart has agreed to lead a discussion at the Council Meeting.
10	Work to develop an item at the December Council meeting that looks at the 3 different models being used for ocean acidification and how they can and should be used to inform monitoring and vice versa.	Shelly Walther Nick Martorano	December 3, 2020	Ongoing	Need to get in touch with Chris Edwards, Dave Senn, and Martha Sutula to see if they would be willing to present to the Council. Failed to get a coordinated message together to recruit the necessary speakers. This will get rescheduled for a future meeting in 2021.

Action Items from 07/01/20 Council Meeting

Agenda Item #	Action	Assigned to	Due Date	Status	Notes
4	Explore if and how the Strategic Plan Summary and related tools could be updated to better incorporate a core value focused on inclusion and equity, specifically related to underserved communities within California.	Nick	ASAP	Ongoing	Nick reached out to members of the CalEPA and Water Board that specialize in Environmental Justice and Communication with underserved communities and community groups for guidance. Not much direct feedback was received but there was discussion about not promising something that could not be fulfilled and to instead add this as a core value and explore ways to include and bring in these stakeholders on an ongoing basis.
4	Complete draft MOU and briefing for Agency Secretaries	Nick, OCC Attorney, Karen	ASAP	Complete	A Draft MOU and briefing document has been provided to Karen who is meeting with CalEPA to discuss scheduling a briefing with the CalEPA and CNRA Secretaries.
5	Stay in contact with the MPA workplan, facilitate connections, and get updates on an as needed basis.	Nick, Tova, Steve	N/A	Ongoing	
6	Be a resource for the Delta Science Action plan and make connections with the Wetland Workgroup and other workgroups	Nick and Applicable Workgroups	N/A	Ongoing	
7	Work to have a follow-up discussion related to modelling information including but not limited to Ocean Acidification	Nick, Steve	9/24/2020	Cancelled	Martha Sutula will be the presenter, but the timing is better to have this item in December when there will be more data and results to explore.
8	Develop the Agenda for the September 2020 Council Meeting	Nick, Council Members and Workgroup Leads	9/24/2020	Complete	

Action Items from 03/19/20 Council Meeting

Agenda Item #	Action	Assigned to	Due Date	Status	Notes
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6	The Council Members, Alternates and workgroup leads should review and provide feedback on the Council Strategic documents, tools, and visual aids.	Council Members, Alternates, and workgroup leads	4/10/2020	Complete	Nick created a google drive with the documents and tools to be reviewed and sent that to the group along with a due date of April 10, 2020.
6	Reconvene and schedule meetings of the Strategic Subcommittee of the Council to finish drafting the Strategic Plan and associated dynamic toolset.	Nick	ASAP	Complete	The Council Strategic Subcommittee met on 4/17, 4/30, and 5/29.
7	Work on creating two different agendas for the July 1 Council Meeting, one assuming we can hold an in person open house, and one with only virtual participation	Nick and Karen	June 5, 2020	Complete	July 1, 2020 Council Meeting was held and conducted virtually

Action Items from 12/05/19 Council Meeting

Agenda Item #	Action	Assigned to	Due Date	Status	Notes
4	Invite the Workgroup Co-Chairs the January 14 th all day strategic meeting.	Nick Martorano	ASAP	Complete	A calendar invite was extended to the Co-Chairs for the meeting.
6	Schedule the 2020 Council Meetings.	Nick Martorano	ASAP	Complete	<p>The Council Meeting have been scheduled for” March 19: Costa Mesa, CA July 1: Sacramento, CA September 24: Sacramento, CA December 3: Costa Mesa, CA</p> <p>A new Google Calendar is available and includes all Council Meetings, Workgroup Meetings, and other related events identified by the Council.</p> <p>https://calendar.google.com/calendar?cid=c2lxMDcwY29vcmRpbmF0b3JAd2F0ZXJib2FyZHMuY2EuZ292</p>

Action Items from 09/05/19 Council Meeting

Agenda Item #	Action	Assigned to	Due Date	Status	Notes
4	Send out a Draft MOU for Council Feedback	Phil Wyels Karen Mogus Nick Martorano	ASAP	Complete	Send draft to Council members requesting they identify any red flags. Focus should be on what should be added to the language. Do we want to call out specific organizations that should be represented on the Council i.e. more seats? Examples include the Ocean Protection Council, CDFA, CDPH and CDFW. The Office of Chief Counsel is still working on a draft MOU to distribute to the Council.
5	Advertise and promote the QA/QC trainings being developed by the Office of Information Management.	All Members	Ongoing	Complete	Melissa Morris will keep Nick informed of the progress regarding training development.
6	Schedule a Strategy Subcommittee Meeting	Nick Martorano Karen Mogus Greg Gearheart Peter Vroom Shelly Walther Grant Sharp	October - November	Complete	The group has a meeting planned for October 23 at SCCWRP to discuss next steps and to draft a complete strategic map to present to the larger Council for feedback.
6	<ul style="list-style-type: none"> Schedule a larger strategic planning meeting for the entire Council Identify facilitation resources 	All Members	January – February 2020	Complete	Host a one to two-day strategic planning effort. Need to identify some sort of facilitation resources to help with the process.
7	Follow-up with Jarma Bennet at OIMA to get a status update of pulling tribal data into CEDEN from the National Water Quality Portal	Nick Martorano Sarah Ryan Jarma Bennet	ASAP	Complete	This is an enhancement that has been identified as part of the development of a new database management platform. This is in the proof of concept face of our Division of Information Technology process.
9	Coordinate an item from the West Coast Ocean Alliance to explore partnership opportunities	Nick Martorano Karen Mogus	12/5/19	Complete	Suggestion by Steve Weisberg. Nick to reach out to the Alliance to see if they would be willing and able to make a presentation at the next Council Meeting.

					<p>Coordinate this with the Ocean Protection Council.</p> <p>Karen and Steve are meeting with Mark Gold on 12/19/2019 and Nick is meeting with the West Coast Alliance on 12/23/2019</p>
9	<ul style="list-style-type: none"> Describe what the Council Member Sponsor/Ambassador role is. Coordinate with the workgroups to provide the Council with their top needs and recommendations. 	Nick Martorano	12/5/19	Complete	Nick sent an email (9/10/19) describing the Monitoring Council Sponsor role and requesting the workgroup co-chairs provide a presentation to the Council at the December meeting.

Action Items from 06/06/19 Council Meeting

Agenda Item #	Action	Assigned to	Due Date	Status	Notes
11	Update the Workgroup Master Calendar	Nick Martorano	ASAP	Complete	<p>Nick placed a call out to the active workgroups soliciting meeting information and posted an updated schedule at https://drive.google.com/open?id=1HcRQnfU4YYi8KqmdB5ezUU4uu1_qdrJB</p> <p>Please contact Nick with any new events.</p>
11	Provide a summary of Workgroups and Ambassador Roles.	Nick Martorano	ASAP	Complete	<p>Nick developed a working spreadsheet of current workgroups, status, leads, and Council ambassadors. The document is located here: https://drive.google.com/open?id=17XZkPGdJBLfMoEpgxqxypHhNqgkABgo</p>
12	Add an item regarding Meeting Scheduling for the end of the year.	Nick Martorano	12/5/19	Complete	<p>Add an item to discuss the option of having 2 meetings a year in Southern California. Possibly at different venues. Meetings will occur twice a year outside of Sacramento when possible.</p>
12	Add an item for the next agenda for long form discussion about the Monitoring Council's	Nick Martorano	9/5/19	Complete	<p>Having a Council Member discussion on next steps.</p>

	strategy with an objective of developing an action plan.				
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Action Items from 03/07/19 Council Meeting

Agenda Item #	Action	Assigned to	Due Date	Status	Notes
3	<ul style="list-style-type: none"> Council Members will send to Nick a short bio and photograph of themselves so that Nick can create a more interactive Council Membership page that shows the quality of our members on the Council. 	All Council Members Nick Martorano	ASAP	Complete	<ul style="list-style-type: none"> Please see the new member page: https://mywaterquality.ca.gov/monitoring_council/members/
3	<ul style="list-style-type: none"> Create and distribute talking points for the Council Members to utilize when out at events that have a nexus with the Council activities. 	Nick Martorano	ASAP	Complete	Nick provided an updated factsheet to the Council Members.
3	<ul style="list-style-type: none"> Council Members should identify an alternate if they have not already. Ideally the alternate will have an interest in water quality and ecosystem monitoring and be located in an area of California that provides a wider representation of their sector. Council members should also act as an executive level sponsor for workgroups that are of particular interest to them and/or fit their expertise. 	All Council Members	ASAP as needed	In progress	<ul style="list-style-type: none"> Nick will update the Council on the progress at the June 6, 2019 meeting. Shelly Walther volunteered herself as the sponsor for the newly formed trash monitoring workgroup. Nick Created a Spreadsheet for the Council Members to see the workgroups and the sponsors. https://drive.google.com/file/d/17XZkPGdJBLfMoEpgxqxpypHHNqqkABgo/view?usp=sharing
4	<ul style="list-style-type: none"> Report back to the Council on the Measuring Microplastics Workshop being hosted by SCCWRP on April 4, 2019. 	Steve Weisberg Greg Gearheart Shelly Moore	June 6, 2019	Complete	http://new.sccwrp.org/about/research-areas/additional-research-areas/trash-pollution/measuring-microplastics-workshop/

5	<ul style="list-style-type: none"> The California Wetland Monitoring Workgroup will examine and reorganize to increase organization and usability. 	Shakoora Azimi-Gaylon, Cliff Harvey Nick Martorano	June 6, 2019	In progress	<ul style="list-style-type: none"> The Wetland Workgroup has developed a great set of useful tools but finding them and using them could be difficult given the current organization of the website. The Council suggested the workgroup take a look at the website and implement some changes to improve usability and accessibility. The Wetland Workgroup had a strategic meeting in May and identified the need to improve the webpage navigation and will address this in the future as time and resources allow.
5	<ul style="list-style-type: none"> Shakoora will share the Compendium of Monitoring Methods with the Council and Workgroups 	Shakoora Azimi-Gaylon Nick Martorano	June 6, 2019	Complete	<ul style="list-style-type: none"> Shakoora shared the Draft Compendium of Monitoring with the Council and its workgroups for feedback on March 13, 2019. The Council and its workgroups should build on the compendium to include all known monitoring method protocols to establish a resource for current and future monitoring efforts.
6	<ul style="list-style-type: none"> Create a Civic/Community Engagement sub-committee of the Council 	Helen Fitanides Steve Weisberg Grant Sharp Greg Gearheart Nick Martorano	June 6, 2019	Complete	<ul style="list-style-type: none"> Nick will help convene a group of Council Members to discuss ways to improve civic engagement. This was an outgrowth of the announcement that the Council will become a co-sponsor of the Water Board Data Science Symposium.
7	<ul style="list-style-type: none"> Create a Drinking Water Information sub-committee of the Council 	Karen Mopus Betsy Lichti Greg Gearheart John Borkovich Ami Gunasekara Nick Martorano	June 6, 2019	Complete	<ul style="list-style-type: none"> Nick will help convene a group of Council Members and subject matter experts to identify the best use of the Safe to Drink webpages. Ideas include expansion of resources, more question driven navigation, and rebranding the name or explaining what safe to drink really means.

8	<ul style="list-style-type: none"> Reach-out to the Estuary Monitoring Workgroup and enquire about adding information on sediment quality objective assessments in estuaries 	Nick Martorano Shelly Walther Sara Lesmeister Karen Gehrtz	June 6, 2019	Complete	<ul style="list-style-type: none"> During the update about the Estuary Monitoring Workgroup and it's lack of charge, Council Member Walther suggested that a ripe topic for expanding the portal would be to include information on the use of sediment quality objectives in California's estuaries. Nick attempted to reach out to the previous workgroup leads several times and received no response. This topic could be a good one if a new workgroup were formed.
8	<ul style="list-style-type: none"> Identify who in OEHHA maintains the fish advisory map. 	Nick Martorano BOG workgroup	June 6, 2019	Complete.	<ul style="list-style-type: none"> Look for continuous ways to improve the visualizations and information presented through the Safe to Eat portal. Huyen.Tran.Pham@oehha.ca.gov is the staff person that maintains the fish advisory map. Jay Davis was given the information to present to the BOG workgroup.
9	<ul style="list-style-type: none"> Form an ad-hoc group of Southern California Based Council Members to identify region specific topics for meetings that take place in Southern California. 	Grant Sharp Ray Heimstra Steve Weisberg Shelly Walther	ASAP	Complete	<ul style="list-style-type: none"> Nick will help facilitate a discussion and identification of agenda items for the June 6, 2019 meeting in Costa Mesa and for all future southern California meetings.

Action Items from 11/29/2018 Council Meeting

Agenda Item #	Action	Assigned to	Due Date	Status	Notes
4	<ul style="list-style-type: none"> Report back to the Council on the implications of the termination or suspension of the founding M.O.U. by the California Natural Resources Agency. Draft a Charter for the Council 	Karen Mogus Greg Gearheart Nick Martorano	March 7, 2019	Complete	The Draft Charter was finalized by the Council on March 7, 2019.

5a	<ul style="list-style-type: none"> Council Members should publicize the availability of the Final Citizen Monitoring Group Survey 	All	Continuous	On going	https://docs.google.com/forms/d/e/1FAIpQLSfexyGhSdMzAd1gknV7cy1w6lzCfwBpt82sY_x4UEbvyyuuO-g/viewform?usp=sf_link
5b	<ul style="list-style-type: none"> The Communications subcommittee should continue to flesh out the comprehensive communications plan. Draft a Council Workplan for 2019 	Karen Mogus Shelly Walther Ray Heimstra Nick Martorano	March 7, 2019	Complete	As discussed at the March 7, 2019, Nick will focus his efforts on drafting a new set of dynamic strategic documents which will include a communication element.
5c	<ul style="list-style-type: none"> Report back to the Council on the Search Engine Optimization Pilot Project for the CCHAB Network. 	Becky Stanton Dan Caron Sarah Ryan Marissa Van Dyke Nick Martorano	June 6, 2019	Complete	The CCHAB Network is currently busy with the freshwater HAB sampling and incident response but intends to implement and release more webpage updates.
5c	<ul style="list-style-type: none"> Look into using a web-based challenge to determine how Council Webpage navigation can be improved 	Greg Gearheart Nick Martorano Ali Dunn	June 6, 2019	Complete	Utilize the public and other stakeholders to innovate and communicate how to best utilize the mywaterquality.ca.gov webpages.
6e	<ul style="list-style-type: none"> The Safe to Swim workgroup as an AB 1755 related use-case to help define and explore the roles between the Council and the AB 1755 group. 	Greg Gearheart Karen Black Alisha Wenzel Nick Martorano	March 7, 2019	Complete	How to best communicate risk related to fecal indicator bacteria and it's impacts to water contact recreation will be addressed by the rebranded Safe to Swim Network.
6i	<ul style="list-style-type: none"> Report back on the future of the Data Management Workgroup moving forward. 	Tony Hale Greg Gearheart Karen Mogus Steve Weisberg Nick Martorano	March 7, 2019	Complete	The Strategy Subcommittee will meet with Tony Hale from the Data Management workgroup to help determine how to best utilize them as a support group for the other Workgroups.
7	<ul style="list-style-type: none"> The Workgroups should compile a list of "asks" or "challenges" they are facing along with recommendations. 	Workgroup leads	September 5, 2019	Complete	The workgroups can present the information to the Council who can in turn provide guidance and choose a top set of challenges and recommendations to provide to the Agency Secretaries.

Action Items from 9/5/2018 Council Meeting

Agenda Item #	Action	Assigned to	Due Date	Status	Notes
Public Forum	<ul style="list-style-type: none"> Provide Mark Johnson with information for subscribing to the California Water Quality Monitoring Council workgroups that have a nexus with the Salton Sea 	Nick Martorano	ASAP	Complete	Nick provided Mr. Johnson with the information for participating in the Healthy Watersheds Partnership, California CyanoHarmful Algal Bloom Network, and California Water Quality Monitoring Collaboration Network.
3b	<ul style="list-style-type: none"> Provide feedback to Susie Theroux on potential workgroup members for the Molecular Methods Workgroup. 	All Council Members	September 19, 2018	Complete	Susie has a good group of technical contacts but could use the Council's help identifying applicable workgroup members to represent the regulated community, state agencies, federal agencies, and public. Please email Susie at susannat@sccwrp.org
3b	<ul style="list-style-type: none"> Susie will hold the first Molecular Methods Workgroup Meeting to review and finalize the workgroup Charter and begin conversations about product development and timeline. Provide a progress update at the next Council Meeting. 	Susie Theroux Kris Jones Nick Martorano Nicole Hack	November 29, 2018	Complete	The first meeting is scheduled for December 17.
4a	<ul style="list-style-type: none"> The Strategy Subcommittee will develop a briefing on the Council and its new strategic direction for the Agency Secretary's including but not limited to setting Council Member expectations, impacts to its workgroups, and recommendations for increased future Agency Secretary interaction. 	Karen Mogus Taryn Ravazzini Steve Weisberg Greg Gearheart Nick Martorano Kris Jones	October 8, 2018	Complete.	The subcommittee will draft documents in September and solicit feedback from the Council prior to conducting the Agency Secretary Briefings.
4b	<ul style="list-style-type: none"> Provide feedback to the Coordination with Non-Agency Monitoring Group Subcommittee on the Draft Monitoring Group Survey. 	All Council Members	September 30, 2018	Complete	Beth Christman, Helen Fitanides, Terry Fleming, and Erick Burress have developed a survey intended to reach the small regional and local monitoring groups that have yet to engage with the Council. Please email Helen Fitanides with feedback and suggestions for improvement at helen@thewatershedproject.org

4b	<ul style="list-style-type: none"> The Non-Agency Monitoring Group Subcommittee will distribute the monitoring group survey and report back on the results at the following Council Meeting. 	Helen Fitanides Beth Christman Terry Fleming Erick Burress	November 29, 2018	Complete	
4c	<ul style="list-style-type: none"> Provide feedback on the Draft Comprehensive Communication Plan developed by the Communication Subcommittee. 	All Council Members and their sectors, and media experts	October 22, 2018	Complete	<p>The Communications Subcommittee would like to get feedback from the Council and any media or communication experts they may have access to.</p> <p>The Draft Comprehensive Communication Plan is available for comment and suggestion at: https://docs.google.com/document/d/197t54vGfnHMFky6nnBwmHKFZJaSG4VyPmWkUD01cO18/edit</p>
4c	<ul style="list-style-type: none"> The Communications Subcommittee will incorporate the feedback and suggestions and report back at the next Council Meeting. 	Ray Heimstra Shelly Walther Karen Mogus Kris Jones Nick Martorano	November 29, 2018	Complete	Council Member Ray Heimstra provided feedback from his media contact.
4d	<ul style="list-style-type: none"> Determine the best course of action for the Safe to Drink Portal and the Safe to Drink workgroup. 	Karen Mogus Greg Gearheart Nick Martorano Betsy Lichti Dorian Beland	November 29, 2018	Complete	<p>Discussions between Chair Mogus and the Deputy Director of the Division of Water Quality are ongoing.</p> <p>A presentation from the Source Water Protection Plan was given at the March 7, 2019 which led to an interesting discussion.</p> <p>As of now it seems the Safe to Drink portal will act less as a data portal and more of an informational set of resources to help guide people to the appropriate location to answer their specific questions.</p>
4d	<ul style="list-style-type: none"> Revisit the Safe to Eat Portal issues including providing clear information to the public and incorporating other data sets. 	BOG Greg Gearheart Terry Fleming Shelly Walther Ali Dunn	November 29, 2018	Complete.	See the action item from May 30. Jay Davis is developing a new mock-up of the Safe to Eat Portal to better communicate the different visualization and to highlight the OEHHA advisories as the source of information for fish consumption.

5	<ul style="list-style-type: none"> Explore opportunities to kickstart the Healthy Watersheds Partnership utilizing current and renewed efforts. Report back at the next Council Meeting 	Pete Ode Ken Schiff Karen Mogus Terry Fleming Jeanette Howard	November 29, 2018	Complete.	<p>There is a meeting scheduled in January to discuss next steps.</p> <p>Ali Dunn gave an update on this at the March 7, 2019 meeting. The group has been convened under Ali's leadership. They have submitted a grant proposal to the EPA Healthy Watersheds Initiative. They are working to provide updated resources and tools on the webpages and to update the general navigation and flow of the websites to have the Healthy Watersheds partnership act as a hub for the other workgroups to operate on watershed wide issues.</p>
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Action Items from 5/30/2018 Council Meeting

Agenda Item #	Action	Assigned to	Due Date	Status	Notes
3	<ul style="list-style-type: none"> Update the information provided on the Safe to Eat Portal. 	Jay Davis Nick Martorano Kris Jones	ASAP	Complete	<p>The safe to eat portal provides several tools for determining if it is safe to consume fish. One tool is SFEI's step map which includes information on recent fish sampling. The information could be misinterpreted to show that based on the fish samples it is safe to eat the fish in a waterbody with an OEHHA fish advisory in place.</p> <p>An email was sent to Jay Davis the chair of the Bioaccumulation Oversight Group.</p>
4	<ul style="list-style-type: none"> Discuss the logistics and agenda for a Council Workshop to examine the implication of the Top 5 strategic areas and to establish an action plan. Report back to the Council at the next meeting. 	Karen Larsen Taryn Ravazzini Steve Weisberg Greg Gearheart Josh Collins	ASAP	Complete.	<p>The idea of a third party facilitated workshop was offered by Greg Gearheart including the potential to provide resources to pay for the facilitator.</p> <p>Josh Collins added to provide a workgroup perspective.</p> <p>An expanded strategy subcommittee meeting was held and on August 27, 2018 and an update was provided at the September 5 Council Meeting.</p>

4	<ul style="list-style-type: none"> • Council Communication Strategy Subcommittee to meet and begin the development of a comprehensive communications strategy for the Council and its workgroups. • Report back to the Council at the next meeting. 	Shelly Walther Karen Larsen Ray Heimstra Nick Martorano Kris Jones	September 5, 2018	Complete	A key piece of the Council's updated strategy is a comprehensive communication plan which includes both internal and external communication roles, responsibilities, and protocols.
5	<ul style="list-style-type: none"> • Create a formal linkage between the Ocean Protection Council and the Monitoring Council 	Cyndi Dawson	September 5, 2018	Complete	<p>Mark Gold as Co-Chair establishes this linkage.</p> <p>Cyndi offered to take a leadership role in advancing this conversation.</p> <p>Cyndi Dawson has since left the Ocean Protection Council. We will re-engage with her replacement.</p>
5	<ul style="list-style-type: none"> • The three presenters will reconvene and develop a strawman for how coordination should occur within the context of the Monitoring Council. • Report back to the Council at the next meeting. 	Cyndi Dawson Clarissa Anderson Karen McLaughlin	September 5, 2018	Stalled	<p>To develop use-cases and the potential need for providing useful information related to ocean monitoring on mywaterquality.ca.gov.</p> <p>Cyndi Dawson has since left the Ocean Protection Council. We will re-engage with her replacement.</p>
6	<ul style="list-style-type: none"> • Coordinate a conversation with the CEDEN team, the Data Management Workgroup, and the SWAMP Clean Water Team. 	Jarma Bennett Tony Hale Erick Burres Helen Fitanides Nick Martorano Kris Jones	September 5, 2018	Complete.	<p>One of the three general areas that were identified as needs by non-agency monitoring groups was help getting data into CEDEN.</p> <p>The non-agency monitoring groups subcommittee presented at the July Data Management Workgroup meeting along with CEDEN and Clean Water Team representatives in attendance to give feedback on refining the group survey.</p>

6	<ul style="list-style-type: none"> Coordinate a conversation with the OIMA QA team, the SWAMP Clean Water Team, and the Data Management Workgroup. 	Renee Spears Tony Hale Erick Burren Helen Fitanides Nick Martorano Kris Jones	TBD	In progress	<p>One of the three general areas that were identified as needs by non-agency monitoring groups was access to training on data collection and quality assurance/quality control.</p> <p>The OIMA QA group is currently developing a training series for agency staff and that will be made available to the public via webinar and YouTube. Once the training is developed it will be presented to the non-agency monitoring sub-committee via the Data Management Workgroup.</p>
7	<ul style="list-style-type: none"> Develop a charter for a new Molecular Methods workgroup. Report back to the Council at the next meeting. 	Susie Theroux Nicole Hack Nick Martorano Kris Jones	September 5, 2018	Complete	<p>There is interest in forming a molecular methods workgroup which in line with strategy focus area number 3.</p> <p>A Draft Charter was presented at the September 5, 2018 meeting.</p>

Action Items from 2/23/2018 Council Meeting

Agenda Item #	Action	Assigned to	Due Date	Status	Notes
4	<ul style="list-style-type: none"> Hold a workgroup summit to discuss the successes, failures, and needs of the workgroups. Report back to the Council of the summit findings and recommendations on how the council can help improve the workgroups. 	Kris Jones Nick Martorano	May 30, 2018	Complete.	<p>Provide an initial questionnaire to the workgroups to get feedback.</p> <p>Leverage the efforts associated with the portal subcommittee to work more efficiently.</p>
4	<ul style="list-style-type: none"> Develop Top 5 needs and recommendations from the Council for discussions with the Agency Secretaries and Legislature. 	Karen Larsen Taryn Ravazzini Steve Weisberg	May 30, 2018	Complete.	Utilize the findings from the summit to help inform the Top 5.
4	<ul style="list-style-type: none"> Develop specific next steps and recommendations for engaging monitoring groups throughout the state. 	Terry Fleming Beth Christman	May 30, 2018	Complete.	Recommend engaging with Erick Burren with the Clean Water Team.

5	<ul style="list-style-type: none"> Charge the Clean Water Team and Healthy Watersheds Workgroup to interact with the National Hydrography Dataset (NHD) Steward to determine if there is data or opportunities to provide data to DWR to bolster the NHD efforts. 	Kris Jones Nick Martorano	May 30, 2018	Complete.	
6	<ul style="list-style-type: none"> Provide Comments to DWR on the Draft Strategy documents. https://www.water.ca.gov/Programs/All-Programs/AB-1755 	The Council	March 16, 2018	Complete.	Provide comments to: ab1755@water.ca.gov ATTN: Christina McCreedy Fax: 916-651-9289
6	<ul style="list-style-type: none"> Provide spring AB1755 finance letter to the Council. 	Greg Gearhart	May 30, 2018	Complete.	Outgrowth from discussion on funding for the AB1755 efforts.
6	<ul style="list-style-type: none"> Discuss and better flesh out the nexus between AB1755 and SB1070 and opportunities for collaboration and coordination. 	Steve Weisberg Chris McCreedy Greg Gearhart	May 30, 2018	Complete.	Greg will ensure participation from the CEDEN QA group, Also engage Steering Committee Co-Chair, Karen Minor (DFW), as well as Council staff for these discussions.
7	<ul style="list-style-type: none"> Work with Greg on website implementation to ensure the new portal meets the Water Board format requirements. 	Kris Jones Amye Osti	March 5, 2018	Complete	34 North used the i-frame and this process should be smooth.
7	<ul style="list-style-type: none"> Contact Phil Markle regarding the estuary portal subcommittee meeting information. 	Kris Jones	ASAP	Complete	Provide the information prior to the meeting time.
8	<ul style="list-style-type: none"> Develop the Marine Protected Areas item. 	Ray Heimstra Steve Weisberg	May 11, 2018	Complete.	Ray stated this was of significant interest and he had contacts from Orange County that would like to participate. Steve mentioned an effort in San Diego and potential contacts that would also like to participate.