

CALIFORNIA WATER QUALITY MONITORING COUNCIL

**California Estuary Monitoring Workgroup
Meeting Agenda**

Wednesday, January 8th – 9:00 AM to 12:00 PM

Delta Conservancy Conference Room
1450 Halyard Drive, Suite 6, West Sacramento



IMPOTANT INFORMATION!!

REMOTE ACCESS: Available via **WebEx**. Please visit <http://www.webex.com/> **Meeting number: 196 749 047**
Call-in number **888-861-1254** Participant access code: **104035**

Item	1	Approx. Time
Title of Topic:	Introduction and Announcements	10 min
	1) Introductions 2) Review notes from last CEMW meeting 3) Review agenda for today	
Desired Outcome:	Approve meeting notes	
Attachment:	pdf: Longterm planning notes	

Item	2	Approx. Time
Title of Topic:	Liaison Reports	45 min
Background:	<p>The Monitoring Council and the Council’s workgroups are actively working on several items (SB 1070). This agenda item is for the routine update on key activities or decisions made by other workgroups or the Council, followed by a brief discussion of how the activities would impact the CEMW.</p> <ol style="list-style-type: none"> 1. CA WQMC and audit: Jon Marshack and Kris Jones 2. CA Wetland Monitoring Workgroup: Kristal Davis Fadtke and Kris Jones 3. Healthy Streams Partnership: Lori Webber 4. Data management Workgroup: Tony Hale? 5. BOG workgroup for “Is it safe to eat fish?”: Jon Marshack 	

	6. Safe to Swim Workgroup: Jon Marshack Ocean/Rocky Intertidal Workgroup: Kris Jones
Desired Outcome	Information Exchange and ideas to integrate existing Portals
Contact Person:	Jon Marshack jmarshack@waterboards.ca.gov Kris Jones Kristopher.Jones@water.ca.gov

Item	3	Approx. Time
Title of Topic:	Coordination with Next State of the Bay Report	45 min
Background:	Judy Kelly will be here to tell about the planning and efforts to assemble SFEP's next State of the Bay Report. We based our Portal framework on the SOTB Report; and share an interest in making estuary-wide assessments, rather than Bay-specific and Delta-specific assessments (as have been more common in the past), so it makes sense to collaborate. This is for some initial idea sharing, and we will plan for a more detailed discussion of actions for collaboration at the March meeting.	
Desired Outcome	Information share and idea building	
Contact Person:	Stephanie Fong sfong@sfcwa.org Judy Kelly Judy.Kelly@waterboards.ca.gov	

Item	4	Approx. Time
Title of Topic:	Roles and Responsibilities	20 min
Background:	As the CEMW has grown, the Roles and Responsibilities have changed. Bill has drafted a new Roles and Responsibilities document that more accurately reflects our evolution. Please review the materials	
Desired Outcome	Decision: Approve updated Roles and Responsibilities with minor revisions Action: Volunteer or recommend leads	
Contact Person:	Stephanie Fong sfong@sfcwa.org Bill Templin William.Templin@water.ca.gov	
Attachment:	RolesandReposibilities_010814.docx (not yet attached)	

Item	5	Approx. Time
Title of Topic:	Worker Bee Tools	10 min
Background:	We have demonstrated Asana, the project management tool and how it can be used to keep worker bees on track. In an attempt to document the various tools we	

	can use, we shared the SOP Emily put together at the last meeting. I propose we use the attached 1-page workplans to track progress and resources used. What are other priority tools people would like documented?
Desired Outcome	Information share and support for workplans
Contact Person:	Stephanie Fong sfong@sfcwa.org
Attachment:	Workplan_template.docx (not yet attached)

Item	6	Approx. Time
Title of Topic:	Long-term Planning	45 min
Background:	At our last meeting, we agreed to review our Roles and Responsibilities (which has now been updated), charter, historic decisions document, and example strategic plans. This discussion is to determine if others feel the charter and historic decisions documents need to be updated and to get suggestions on how best to do so. We are also hoping to get suggestions on strategic planning process that have been successful.	
Desired Outcome	Discussion of issues and shared suggestions on other strategic plans or planning processes that have worked for others.	
Contact Person:	Stephanie Fong sfong@sfcwa.org	
Attachment:	Charter CEMW junedraft.docx, CEMW History of Decisions.docx	

Item	7	Approx. Time
Title of Topic:	Wrap up	5 min
Background:	Recap of any suggestions/decisions made, tasks assigned along with due dates for those tasks, and next steps.	
Desired Outcome	Clear communication and expectations	
Contact Person:	Stephanie Fong sfong@sfcwa.org	

Parking Lot: Items not addressed during this meeting, but should be brought back for discussion at a later date. This list is not prioritized.
Title of Topic: <ul style="list-style-type: none"> • Performance measures • Climate change • Jellyfish in the zooplankton story • Other living resources (e.g., mammals, plants, etc) •

Important Dates:	Likely Contact Person:
Update to the State of Science Report	Darcy Austin
2015 State of the Estuary Report	Judy Kelly
Future MAST Report?	Matt/Anke/Larry/Gregg
Future IEP Newsletter?	Bill/Randy/?