

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	In Progress	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.
5	Advertise and promote the QA/QC trainings being developed by the Office of Information Management.	All Members	Ongoing	In Progress	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	In Progress	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	ASAP	In progress	
9	Coordinate an item from the West Coast Ocean Alliance to explore partnership opportunities	Nick Martorano Karen Mogus	12/5/19	In Progress	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. Coordinate this with the Ocean Protection Council.

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	In Progress	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.
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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	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 Please contact Nick with any new events.
11	Provide a summary of Workgroups and Ambassador Roles.	Nick Martorano	ASAP	Complete	Nick developed a working spreadsheet of current workgroups, status, leads, and Council ambassadors. The document is located here: https://drive.google.com/open?id=17XZkPGdJBLfMoEpgxgxpyPHHNqqkABqo
12	Add an item regarding Meeting Scheduling for the end of the year.	Nick Martorano	12/5/19	In Progress	Add an item to discuss the option of having 2 meetings a year in Southern California. Possibly at different venues.
12	Add an item for the next agenda for long form discussion about the Monitoring Council's strategy with an objective of developing an action plan.	Nick Martorano	9/5/19	Complete	Having a Council Member discussion on next steps.

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/17XZkPGdJBLfMoEpgxgxpypHHNqqkABqo/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_x4UEbvyuuO-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	In progress	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	In progress	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	In progress	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.
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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/197t54vGfnHMFky6nnBwmHKFZJaSG4VyPmWkUD01cQ18/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	On-going	<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	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. An email was sent to Jay Davis the chair of the Bioaccumulation Oversight Group.
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.	The idea of a third party facilitated workshop was offered by Greg Gearheart including the potential to provide resources to pay for the facilitator. Josh Collins added to provide a workgroup perspective. An expanded strategy subcommittee meeting was held and on August 27, 2018 and an update was provided at the September 5 Council Meeting.
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	Stalled	Cyndi offered to take a leadership role in advancing this conversation. Cyndi Dawson has since left the Ocean Protection Council. We will re-engage with her replacement.

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 Burres 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.	Provide an initial questionnaire to the workgroups to get feedback. Leverage the efforts associated with the portal subcommittee to work more efficiently.
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 Burress 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.	<p>Ray stated this was of significant interest and he had contacts from Orange County that would like to participate.</p> <p>Steve mentioned an effort in San Diego and potential contacts that would also like to participate.</p>