

San Francisco Estuary Institute

7770 Pardee Lane, 2nd Floor • Oakland, CA 94621-1424
Office (510) 746-SFEI (7334) • Fax (510) 746-7300



RMP Steering Committee Meeting

January 19th, 2011

**San Francisco Estuary Institute
Second Floor Conference Room
7770 Pardee Lane, Oakland, CA**

DRAFT MINUTES

Members Present

Brad Eggleston, City of Palo Alto
Kirsten Struve, City of San Jose
Adam Olivieri, BASMAA (EOA, Inc)
John Coleman, Bay Planning Coalition
Tom Mumley, SFB RWQCB
Dan Tafolla, Vallejo Sanitation and Flood Control District

Others Present

Rachel Allen, SFEI
Meg Sedlak, SFEI
Jay Davis, SFEI
Lawrence Leung, SFEI
Trish Mulvey, SFEI Board of Directors

1) Approval of Agenda and Minutes

Kevin Buchan, the Steering Committee (SC) Chair, was not present. Adam Olivieri served as interim chair in his absence.

Meg Sedlak reviewed the action items from the previous meetings. She noted that Jay Davis would present the draft of the triclosan fact sheet, which Amy Chastain and the Water Board have already commented on, and the SC would have a chance to comment on at this meeting. Craig Jones and SFEI staff are working on the Margins Conceptual Model. Meg Sedlak is working with the SFEI information technology team to create a web tool for uploading metals data from the wastewater treatment plants, which will be implemented in the summer of 2011. John Coleman announced that he is the new Executive Director of Bay Planning Coalition, replacing Ellen Johnck, and would follow up on items that were assigned to Ellen. Meg Sedlak is planning on developing the RMP status and trends (S&T) strategy in the 2nd quarter of 2011.

Tom Mumley noted that the SC will have an opportunity to discuss the scope of the S&T strategy at the Planning Workshop.

Tom Mumley motioned to approve the minutes from the November SC meeting, Kirsten Struve seconded, and the minutes were approved.

2) Information: Committee Member Updates

There were no committee member updates.

3) Information: Technical Review Committee Meeting summary

Meg Sedlak noted that the Technical Review Committee (TRC) meeting in December 2010 largely focused on what was accomplished in 2010. One issue of note was the change in direction of the modeling strategy, which was addressed in more detail later in the meeting.

In general, Kirsten Struve thought that shorter minutes would be acceptable; however Trish Mulvey and Brad Eggleston considered the level of detail appropriate for communication and new members.

Action items

- Update the TRC minutes to reflect Adam Olivieri's comment on the total budget for upcoming Sources, Pathways and Loadings (SPL) projects.

4) Information: Budget Status

Lawrence Leung gave an update on the status of the RMP budget. Tom Mumley noted that he prefers to transfer unspent money from previous years to the current year, so that only 1 year need be kept track of. Lawrence clarified that the 2010 surplus includes dredgers, subcontracts, and direct costs, and totals to about \$206,000. With these funds, he will set up two reserves. One of the reserves will be exclusively for dredgers to help balance out fluctuations in revenue from dredging activities.

Lawrence Leung indicated that 99% of RMP fees for 2011 were received, with the exception of Caltrans. The Caltrans fees for all years up to 2011 have been paid. Meg Sedlak thanked Tom Mumley for his hard work in obtaining the delinquent funds.

5) Information: Modeling Update

Jay Davis noted that in hindsight the forecasting strategy now seems to have advocated the wrong approach. In 2010, the RMP started developing the SUNTANS model for contaminant fate with researchers at UC Berkeley and Stanford. The decision to pursue this approach was made with a lot of review, and though there were reservations, the CFWG and the TRC decided to move ahead with this strategy, in part due to John Oram's expertise in that area. With John Oram's departure from SFEI, the organization no longer has that in-house expertise. Additionally, the Master Planning process has helped highlight the modeling needs of the RMP, including providing better models for the next iterations of the Mercury and PCBs TMDLs. SUNTANS is slow moving and highly dependent on its partners, does not include sediment, and is not tailored to long-term predictions. In working with Craig Jones, RMP staff members have learned about other modeling approaches, such as the Delft3D model by USGS that recently became open source. Craig Jones suggested that with a \$100,000 per year investment in an alternative platform for the next 2-3 years, the RMP could have a useable product at the end of that time frame. These considerations will be discussed with the TRC and the Contaminant Fate Workgroup (CFWG) before any changes are implemented.

In the meantime, the RMP is still working on the Margins Conceptual Model and the Bioaccumulation Conceptual Model, both of which will be released soon.

Meg Sedlak noted that the RMP money and effort spent on this project was not wasted – it helped establish collaborations and funding, and in the long term, the RMP has the framework for making use of the final modeling product. Tom Mumley suggested that the SUNTANS model may be the best model of the Bay in the long term, and by establishing connections with it now, the RMP may be better able to make use of it once its full capacities are developed. The hydrodynamic platform of the SUNTANS model exists and is in use, but the sediment platform is still being developed. In contrast, the Delft3D sediment module is in use, and the USACE is using it in the North Bay, in lieu of their in-house model. Close coordination with the Corps is needed on our modeling work. Jay Davis suggested that the RMP include someone from the USACE at the CFWG meeting when these models will be discussed. The USACE (Megan Kaun and others) has already begun participating in Modeling Team meetings.

Chris Sommers asked that a table presenting the pros and cons of the available models be created. Jay Davis confirmed that these options would be discussed at the next CFWG meeting, and the modeling workplan would be brought back to the TRC in June and the SC in July.

Action Items

- Include a representative from the USACE at the CFWG meeting.
- Develop a table comparing the various possible contaminant fate models.

6) Information: Nutrients and Phytoplankton

Meg Sedlak updated the SC on Jim Cloern's future retirement from USGS. She described the monitoring program in its current state and elaborated on its significance to the understanding of the Bay. Unfortunately, Jim Cloern will retire in 3 to 4 years, and USGS is likely not interested in continuing this work after his retirement. The RMP is starting to develop a strategy for how this important work can continue. In June 2011, the Nutrient Strategy Team will hold a workshop to inform the community about this issue and articulate key needs. A goal will be to encourage participation by POTWs and other stakeholders. Jim Cloern is interested in being involved in this process and being available as a resource. (*The first Nutrient Strategy meeting will be held on April 22nd.*)

Tom Mumley agreed that Jim Cloern's work needs to be sustained, and that SFEI is an appropriate home for the program. John Coleman offered the Bay Planning Coalition's assistance in establishing the workshop. Jay Davis suggested that the outcomes of the workshop form the basis for an RMP Nutrient Strategy. Because the program will be larger than the RMP can sustain on its own, the Strategy will address the broader plan and take into account the RMP's stake in it.

Meg Sedlak mentioned that SFEI may be able to identify a new senior staff member with experience in nutrients. (*Note added March 15, 2011: SFEI has recruited Dr. David Senn of the Swiss Technical University who will assist in the development and implementation of a nutrients strategy.*)

Brad Eggleston asked about the numeric nutrient endpoint (NNE) process, and expressed concern about possible redundancy. Meg Sedlak noted that it is underway, and the planning process will be finished this summer. The SC agreed that pursuing a Nutrient Strategy now is important to meet RMP needs while not forcing it to bear the full costs of the effort in the future. Tom Mumley suggested that other collaborators, such as IEP, be brought into the discussion. Adam Olivieri recommended that the Strategy be short and sweet, and suggested trying to obtain funding from the Water Quality Improvement Fund.

Action Items

- Develop a Nutrient Strategy based on the outcome of the Nutrient Workshop.

7) Action: RMP Master Plan Workshop

Jay Davis outlined the agenda for the upcoming Master Planning workshop. The goals of the meeting will be to provide guidance on anticipated information needs and broadly paint the RMP budget for 2012 special studies. He asked that the SC members review the Master Plan before the meeting, and assess whether it is accurate and up to date. Adam Olivieri asked that an updated version of the Master Plan be distributed at least one week before the workshop.

Kirsten Struve asked that the agenda include a discussion on criteria for prioritizing funding before specific priorities are addressed. She also suggested that the Master Plan note and anticipate permit requirements. Adam Olivieri noted that his priorities are fulfillment of permit requirements, investigatory work (on elements that may end up in permits, or that meet management needs), and research, in that order. Meg Sedlak relayed an inquiry from an ECWG panel member: "where do technical experts get a chance to comment on the Master Plan?". She wanted to be sure that the RMP is not missing an opportunity to have experts weigh in on strategic planning. Jay Davis suggested that this should happen at the workgroup meetings, and that the agendas be tailored to ensure that this discussion occurs.

Tom Mumley outlined some of the concerns that will be addressed at the Master Plan meeting. He noted that if all the proposed studies were to be accepted the RMP would be in the red for 2012. The information needs table on page 6 of the Master Plan currently focuses on Water Board needs. He asked the other agencies to consider their information needs for the Master Planning workshop.

Action Items

- Update the Master Plan and distribute it to SC members at least 1 week before the planning workshop.
- SC members to review the master plan and consider their information needs.

8) Discussion: Joint CTAG-TRC meeting

Meg Sedlak presented the proposed agenda for the upcoming joint meeting with the TRC and the Commission's Technical Advisory Group (CTAG) of the Southern California Coastal Water Research Project. This year will focus on nutrients and contaminant effects to aquatic life. Adam Olivieri suggested that recycled water would be another potential topic.

9) Discussion: RMP Annual Meeting

Meg Sedlak suggested Tuesday, October 4th as a possible date for the RMP Annual Meeting. If the SC is interested in considering venues other than the Oakland Museum, the Water Board auditorium (free) is a worthwhile option. She noted that the Oakland Museum costs about \$5,000 to rent the facility. Kirsten Struve noted that the San Jose Council meetings are held in the afternoon on Tuesdays, which could be a conflict if the RMP is interested in attracting elected officials or senior managers to the Annual Meeting. Meg Sedlak asked if the RMP was interested in teaming up with the State of the Estuary (SOE) Conference. Tom Mumley noted that the SOE conference is only two days this year. Meg Sedlak will follow up with Karen Taberski on the costs of appending the RMP

annual meeting as a third day to the SOE conference. Tom Mumley suggested that this collaboration be considered again for the 2013 SOE conference.

Action Items

- Look into combining the RMP annual meeting with the SOE conference in 2011 and beyond.
- Consider other venues for the RMP 2011 annual meeting.

10) Information: Pulse and RMP Annual Meeting Speakers

Jay Davis informed the SC that six articles are scheduled for the 2011 Pulse. Four of the articles have confirmed lead authors. He will be asking for volunteers from the TRC representatives to help on the articles. He will also include the EEWG panel members on some of the articles.

As keynote speakers for the Annual Meeting, Jay Davis suggested Jim Cloern or Dan Schlenk. Other presenters would be article authors and coauthors, and upper management would be included as panel members or speakers. Adam Olivieri suggested that Dan Schlenk could also give a good talk about the CEC ocean estuary effort, and offered to ask him about speaking. Adam Olivieri also suggested that Nancy Denslow (University of Florida) would be a possible speaker.

Tom Mumley asked how the articles would maintain consistency in scope and tone. Jay Davis confirmed that he would communicate closely with the authors as they write.

Meg Sedlak mentioned that SFEI is developing a Facebook strategy, partly in response to the lunchtime dot voting from the 2010 Annual Meeting. Kirsten Struve commented that it was not clear that the voting was intended to give recommendations on communication with RMP participants. Given that, she did not think that Facebook would be a useful platform for communication.

Action Items

- Adam Olivieri to contact Dan Schlenk about speaking at the RMP annual meeting.

11) Information: Fact Sheets

Jay Davis presented the RMP fact sheet plan. It is designed to give quick information on specific contaminants, and would be targeted at reporters, agency staff, decision makers, and scientists, as well as interested public, that is, people who are in communication with the general public. This would enable the fact sheets to strive for clarity and simplicity, but not be completely non-technical. The first fact sheet has been developed for triclosan, and needs input from the water board.

Kirsten Struve suggested that the summary be presented in bullets, rather than as a paragraph. Tom Mumley suggested that the summary may be unnecessary, as the document itself is intended as a summary. Given that triclosan is one of many contaminants we could focus on, Tom Mumley suggested that the RMP develop a list of priority pollutants for SF Bay, and develop fact sheets on all of the contaminants.

Kirsten Struve suggested that the fact sheet be united with a press release, in order to get the story out in as straightforward a manner as possible.

Adam Olivieri asked that the "Occurrence" section be renamed to "Occurrence and Potential Sources". He also asked that the toxicity thresholds include more than one measure. Tom Mumley suggested that the on-line version include electronic links to further RMP information on the subject.

The SC confirmed that the target audience is acceptable and that a 2 or 4 page document would serve the intended purpose – the length need not be limited to 2 pages. The fact sheet should be updated every few years, as new data and management is available.

The SC emphasized that the overall message - that the Bay Area community should not be using triclosan - should be highlighted.

Jay Davis and Steve Weisberg of SCCWRP are staying in touch about the development of fact sheets, and working together.

Action Items

- Develop a list of RMP priority pollutants.

12) Information: Program update

Meg Sedlak reviewed workgroup activities from the 4th quarter of 2010. Tom Mumley asked about the time frame for the 2011 project developing a CEC synthesis. Meg Sedlak noted that it would begin in June of 2011, following the recommendations from the SCCWRP science advisory panel on Recycled Water and Ambient Ocean.

13) Review Action Items/ Plus Delta/ Set Date for next meeting

The next meeting is scheduled for April 19th, 2011. Trish Mulvey noted that Adam Olivieri did a great job as chair.

Action Items: SC Meetings

| # | Action Items – January 2011 | Who? | When? | Status 4/12/2011 |
|----|--|-----------------------|--|---|
| 1 | Correct Adam Olivieri's comment on page 5 of the TRC minutes | Rachel Allen | January 2011 | Done |
| 2 | Include a rep from the USACE at the CFWG meeting | Rachel Allen | May 12, 2011 | Megan Kaun (USACE) is invited to the CFWG meeting |
| 3 | Develop a table comparing the various possible contaminant fate models. | Jay Davis | May 12, 2011 | To be discussed at next CFWG meeting |
| 4 | Begin to draft an RMP nutrient strategy | Jay Davis, Meg Sedlak | Summer 2011 | Preparing after June 29 th nutrients workshop |
| 5 | Include John Coleman in the discussions of the future of nutrient monitoring | Meg Sedlak | January 2011 | Included in list of invitees. |
| 6 | Stakeholders to review the RMP Master Plan and report on whether their information priorities are reflected in it | SC members | By SC Master Planning workshop (Feb 7, 2011) | Completed |
| 7 | Investigate other venues besides the Oakland Museum for the RMP Annual Meeting | Meg Sedlak | Present at March TRC meeting | Completed |
| 8 | Contact Dan Schlenk about being a keynote speaker at the RMP Annual Meeting | Adam Olivieri | January 2011 | Dan Schlenk confirmed to Meg Sedlak that he would speak at the RMP annual meeting |
| 9 | Incorporated comments on the triclosan fact sheet from the SC and Naomi Feger, and distribute it to the TRC for review. Continue to coordinate fact sheets with SCCWRP | Jay Davis | January 2011 | Completed |
| 10 | Create a list of priority pollutants for future fact sheet topics for the San Francisco Estuary | Jay Davis | 2011 | On agenda for the next SC meeting |

| # | Action Items – November 2010 | Who? | When? | Status 4/12/2011 |
|---|--|------------|--|--|
| 3 | Develop website tool for uploading of WWTP metal loads | Meg Sedlak | Summer 2011 | IT team is working on a site for the 2011 invoicing. |
| 7 | Include a Program Review as a potential task for 2012 at the Planning Workshop | Meg Sedlak | To be included in Feb 7 th agenda | Time limitations at 2011 Master Planning meeting |

| # | Action Items – August 2010 | Who? | When? | Status 4/12/2011 |
|---|--|----------------------------------|-------|---------------------|
| 1 | Speak with Rob Lawrence to encourage more participation by the USACE in the RMP. | John Coleman | | Pending |
| 4 | Speak with the USACE about RMP and USACE coordination and funding collaboration. | John Coleman and Rainer Hoenicke | | Pending |

| # | Action Items – January 2010 | Who? | When? | Status 4/12/2011 |
|----|--|------------|-------------|---------------------|
| 5. | Develop a Strategy for Status and Trends | Meg Sedlak | Summer 2011 | Pending |

RMP SC Meeting attendance

Notes:

1. Dave Tucker elected to SFEI Board, June 2008
2. Marcus Cole filled in for Kevin Buchan
3. Replaced Dave Tucker as Large POTW Rep in May 2010
4. Replaced Arleen Navarret as Large POTW Rep in Sep 2010
5. Replaced Ken Kaufman as Small POTW Rep in Nov 2010
6. Karin North filled in for Brad Eggleston
7. Replaced Ellen Johnck as Executive Director of Bay Planning Coalition

| | |
|----------------------------------|---|
| P = present | C = call-in |
| X = not present | W* = provided input at RMP master planning workshop 4/21/10 |
| - = not a rep at time of meeting | |

| RMP Water Qual represented | MEMBER | Affiliation | 2009 | | | | 2010 | | | | 2011 | | | |
|----------------------------|-------------------------|---|------|-----|----|----|------|----|----|-----|------|----|----|----|
| | | | 1Q | 2Q | 3Q | 4Q | 1Q | 2Q | 3Q | 4Q | 1Q | 2Q | 3Q | 4Q |
| POTW-Large | Dave Tucker (1) | City of San Jose | X | X | P | P | P | P | - | - | - | | | |
| POTW-Large | Arleen Navarret (3) | SFPUC | - | - | - | - | - | - | P | - | - | | | |
| POTW-Large | Kirsten Struve (4) | City of San Jose | - | - | - | - | - | - | - | P | P | | | |
| POTW-Med | Dan Tafolla | Vallejo Sanitation and Flood Control District | P | P | X | P | X | P | X | P | P | | | |
| POTW-Small | Ken Kaufman | South Bayside System Authority | X | X | X | X | X | X | X | X | X | | | |
| POTW-Small | Brad Eggleston (5) | City of Palo Alto | - | - | - | - | - | - | - | (6) | P | | | |
| Refineries | Kevin Buchan | WSPA | X | (2) | P | P | P | P | P | P | P | X | | |
| Industry | Dave Allen | USS POSCO | X | P | P | P | X | P | P | P | X | | | |
| Cooling Water | Steve Bauman | Mirant Delta, LLC | X | X | X | X | X | X | X | X | P | X | | |
| Stormwater | Adam Olivieri | BASMAA (EOA, Inc) | P | P | P | P | P | P | P | P | P | | | |
| Dredgers | Ellen Johnck | Bay Planning Coalition | X | X | X | P | P | W* | P | P | - | | | |
| Dredgers | John Coleman (7) | Bay Planning Coalition | - | - | - | - | - | - | - | - | - | P | | |
| SF-RWQCB | Tom Mumley | SFB RWQCB | P | P | P | P | P | P | P | P | P | | | |
| SF-RWQCB | Karen Taberski (backup) | SFB RWQCB | - | - | - | - | - | - | - | - | - | | | |
| US Army Corps of Engineers | Rob Lawrence | | X | X | X | X | X | X | X | X | X | | | |