



Item 1: SC Action Items Updated: Tuesday, October 08, 2013

Action Items - July 2013

#	Action Item	Who?	When?	Status
1	Meg Sedlak will talk to BASMAA and BACWA about obtaining alternative flame retardant samples from WWTPs and stormwater.	Meg Sedlak		Completed.
2	Meg Sedlak will put together a two to three page memo on the RMPs internal and external review process	Meg Sedlak	October SC meeting	Postponed to January meeting.
3	Jay Davis will include a discussion of the RMP communication strategy in the October 2013 SC/MYP agenda.	Jay Davis	October SC meeting	Postponed to January meeting.
4	Jay Davis will reach out to Estuary News to see if they could subcontract with the RMP to write the Estuary Insert.	Jay Davis		Estuary News Insert completed by SFEP staff.
5	Jay Davis will send the SC the draft Estuary Insert when it is completed.	Jay Davis		Forthcoming.
6	Jay Davis will create a list of possible Estuary News topics to send to the SC.	Jay Davis	October SC meeting	Postponed to January meeting.

Action Items - April 2013

#	Action Item	Who?	When?	Status
6	Dave Senn will develop a process for reviewing the loading study in the absence of a nutrient work group.	David Senn		Loading study distributed to TRC, SC, and other external partners for review.

Action Items - January 2013

#	Action Item	Who?	When?	Status
1	Meg will include Tom Mumley and a BACWA representative when organizing a meeting on the RMP's contribution to USGS monthly monitoring, and will keep Tom informed about the annual meetings with stakeholder groups.	Meg Sedlak		On-going. Met with LTMS and refineries. Working with BACWA and BASMAA to set dates.
2	Lawrence Leung will produce a revised RMP Budget Summary every quarter that will be included in the agenda package.	Lawrence Leung	04/23/2013	On-going
8	The SC will send Jay Davis comments regarding the Multi-Year plan by February 4th and he will email the revised version to the committee for their final approval.	Jay Davis	02/18/2013	None received
10	Tom Mumley will consider talking with Feinstein's office or a senior USGS manager about the importance of USGS continuing the monitoring program.	Tom Mumley		In progress
13	Meg Sedlak will make sure the Dioxin Strategy Team supports the proposal to use 2012 Dioxin Strategy sediment funds to monitor dioxins and other contaminants in the Bay margins.	Meg Sedlak		On TRC Agenda.
14	Jay Davis will follow through as needed with distribution of the RMP communications survey and present the results at the next SC meeting.	Jay Davis	April SC meeting	Deferred to January 2014 meeting.

Action Items - October 2012

#	Action Item	Who?	When?	Status
7	Arrange a meeting with USGS, including Jim Cloern, EPA and RMP to discuss proposed increases in RMP contribution to USGS monthly monitoring	Jay Davis		

Action Items - August 2012

#	Action Item	Who?	When?	Status
4	Meg and Emily send master pdf for agenda package items (everytime there is an update), include link to meeting web page in e-mails about agenda package	Emily Novick		On-going

Action Items - April 2012

#	Action Item	Who?	When?	Status
3	Compile a list of relevant projects to the RMP that are important for the SC and TRC to be aware of, and include it in the workgroup update and Multi-Year Plan	Jay Davis		On-going

Action Items - January 2012

#	Action Item	Who?	When?	Status
3	Keep the SC up to date regarding the status of projects pertaining to permit requirements	Meg Sedlak	ongoing	On-going

Action Items - August 2011

#	Action Item	Who?	When?	Status
7	Initiate discussions with SFEP to more broadly distribute technical information generated by the RMP	Tom Mumley		

Action Items - June 2011

#	Action Item	Who?	When?	Status
2	Discuss developing a plan for monitoring after a catastrophic event to the Bay	Meg Sedlak	September 2011 TRC meeting	
4	Discuss the management questions and frequency of sampling at Mallard Island at the next SPLWG meeting.	Lester McKee	Spring 2013 SPLWG meeting	Discussed at May SPLWG. Final decision to be made at Spring 2013 SPLWG meeting