



Item 1: SC Action Items Updated: Friday, January 13, 2012

Action Items - November 2011

#	Action Item	Who?	When?	Status
1	Distribute a prior memo on duties of the SC chair to the SC	Meg Sedlak	November 8th	Distributed to SC
2	Re-invoice the other industrial dischargers for the shortfall due to Dow Chemical's permit repeal. Lawrence to follow up with a phone call explaining why they are receiving an additional invoice	Lawrence Leung	January	Will be completed by January SC meeting
3	Revise the Master Plan, send it out to the SC for review by Dec 9, and receive comments and modify it for final approval at the January SC meeting	Jay Davis	January SC meeting	Will be completed by January SC meeting
4	Send out a memo on the pros and cons of the current approach to RMP communications, focusing on the Pulse	Jay Davis	by January SC meeting	Completed
5	Use surveymonkey (or another online survey tool) to poll the RMP stakeholders about their use of the Pulse and what needs it fulfills	Rachel Allen		Postponed pending discussions with SC on communications
6	Work with Meg Sedlak to redraft the memo on the proposed RMP fee increases	Kirsten Struve	by January SC meeting	Completed
7	Distribute more details on the management task of Nutrients Proposal 1 to the TRC and SC	David Senn		David Senn presented details on the coordination of the nutrients strategy (funded by the RMP and BACWA jointly) at the December TRC meeting

Action Items - November 2011

#	Action Item	Who?	When?	Status
8	Include an annual set aside for NIST billing every 2 years	Meg Sedlak		
9	Improve the electronic version of the Pulse to make it more dynamic and user friendly	Jay Davis		RMP staff are reviewing options
10	Determine a strategy for editing and improving the draft fact sheet by USGS for RMP publication	Jay Davis		Completed a draft fact sheet
11	Brief the SC chair prior to the next SC meeting	Meg Sedlak	on-going	

Action Items - October 2011

#	Action Item	Who?	When?	Status
5	Finalize an external version of the Master Plan	Jay Davis	for release Jan 1, 2012	For approval at Jan SC meeting
6	Discuss communications, data management, and program management as part of the Master Plan item at the next SC meeting	Jay Davis	November 2011 SC meeting	Communications and Data Management will be discussed at January and April SC meetings, respectively

Action Items - August 2011

#	Action Item	Who?	When?	Status
1	Discuss using SEP funding for specific RMP Special Studies, including a prioritized list of potential special studies	Meg Sedlak	Next SC meeting	Submitted 3 SEP ideas to the RWQCB
2	Discuss the pros and cons of continuing to hold joint TRC/ CTAG meetings. Elaborate on the SFEI interest in the meeting with respect to the RMP interest in it. Evaluate whether this interaction should be undertaken by SFEI.	TRC	Master Planning meeting	On agenda for January SC meeting

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		
9	Discuss factsheets as a platform for information dissemination with Dave Schoellhamer, and let him know the SC is open to proposals on this front.	Jay Davis		Prepared a fact sheet based on suspended sediment monitoring in the Lower South Bay

Action Items - February 2011

#	Action Item	Who?	When?	Status
7	Form a SC subcommittee to submit proposals to SEP funding	Adam Olivieri	Discuss status at April SC Meeting	Submitted SEPs
9	Have the SPLWG make recommendations for Central Valley loads monitoring (Mallard Island) and the need for follow-up atmospheric deposition work	SPLWG	May 12-13, 2011 SPLWG meeting	Discussed at May SPLWG. Final decision to be made at May 2012 SPLWG meeting

Action Items - November 2010

#	Action Item	Who?	When?	Status
3	Develop website tool for uploading of WWTP metal loads	Meg Sedlak	Summer 2011	Web page design underway. Should be completed for April meeting