



San Francisco Estuary Institute

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RMP Steering Committee Meeting

April 19th, 2011

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

Members Present

Dave Allen, USS POSCO
Kevin Buchan, Western States Petroleum Association
Brad Eggleston, City of Palo Alto
Brian Hubinger, Chevron Richmond Refinery
Rob Lawrence, US Army Corps of Engineers
Adam Olivieri, BASMAA/EOA
Tom Mumley, SFRWQCB
Kirsten Struve (via telephone), City of San Jose
Dan Tafolla, Vallejo Sanitation and Flood Control District

Others Present

Jay Davis, SFEI
Kelleen Griffin, SFEI
Lawrence Leung, SFEI
Trish Mulvey (via telephone), SFEI Board
Meg Sedlak, SFEI

1) Approval of Agenda and Minutes

Meg Sedlak reviewed the action items from the previous meetings. Ms. Sedlak noted that a number of the items were on the day's agenda including a discussion of the factsheets, the S&T strategy, and the Annual Meeting. With regard to the program review, Kevin suggested that this be discussed at the next SC meeting and that SC members/ SFEI Board be contacted ahead of the meeting. With regard to SEP funding, Adam Oliveri indicated that a preliminary telephone meeting had occurred but that the group needed input on next steps. Adam indicated that he would include Lester McKee and Meg Sedlak on BASMAA monthly meeting summaries in an effort to improve coordination between SFEI and BASMAA stormwater projects. Regarding additional funding by USACE for RMP projects, Rob Lawrence indicated that given the current economic climate that this was unlikely.

Adam Oliveri motioned to approve the minutes from the January SC meeting, Brad Eggleston seconded, and the minutes were approved.

2) Information: Committee Member Updates

Kevin Buchan indicated that unfortunately his current responsibilities have increased to a point where he is no longer able to be an active participant in the program. To assure a smooth departure, Kevin has identified a new representative for the refineries, Brian Hubinger from Chevron and he and Brian will both participate in the SC meetings until the end of the year at which time Kevin will relinquish the chair. Kevin recommended that the memorandum on the method for selecting a chair be sent to the SC.

Action items

- Put Program Review on the next SC agenda and contact members prior to the meeting.

3) Information: Technical Review Committee Meeting summary

Meg Sedlak noted that the Technical Review Committee (TRC) meeting in March focused on many of the issues that were discussed at the day's SC meeting. Ms. Sedlak indicated that the Numeric Nutrient Endpoint for San Francisco Bay (NNE project) was part of a larger state-wide effort being overseen by SCCWRP. A draft version of the San Francisco NNE report will be available shortly. An update was also given at the TRC meeting on the status of modeling activities. Ms. Sedlak indicated that the SUNTANS 3D model report had been completed and was currently undergoing review; the Margins Conceptual Model is in draft form and will be sent out shortly; and the Bioaccumulation model will be finished in time for the May 12th CFWG meeting.

4) Information: Budget Status

Lawrence Leung stated that the RMP budget was on track. BACWA has provided an additional \$20,000 to off-set some of the cost associated with the June Nutrient Workshop and to develop a nutrient load model. With regard to participant fees, there is an \$8,009 shortfall as a result of a discrepancy between the Port of Oakland dredge data and the final numbers that were provided to the USACE/RWQCB. Lawrence indicated that because this number is used to develop a rolling average that there would be a shortfall each year for the next three years. Lawrence indicated that this shortfall will be deducted from the reserves set aside from prior surplus from the dredgers (currently \$54,113). Lawrence indicated that the RMP had not received participant fees from Emeryville marina from 2009; a suggestion was made that Lawrence follow up with John Coleman at BPC (*After the meeting, it was decided that Beth Christian should follow up on this issue.*) Lawrence indicated that the books for 2004 and 2008 are now closed (i.e., all subcontracts, direct costs, and labor have been paid).

Meg Sedlak clarified that the dredger reserves resulted from years in which the dredgers had a surplus contribution as a result of a number of dredging projects (above the 17% that they are

responsible for contributing to the program). The unencumbered reserves are different and result from program costs closing out under budget (e.g., reduced number of samples analyzed by the lab, etc.). Tom Mumley stated that in the past the unencumbered funding had been used for select projects; however, given the projected shortfall for the RMP special studies that the group may want to consider using these funds to augment the program funds. Use of the reserve should be tied into the priorities and strategies articulated in the Master Plan.

Kevin indicated that he appreciated the simplicity of the current memo and spreadsheet.

Following up on a comment made at the Master Planning meeting in which a request was made for more information on the 40% of the budget spent on program management, Meg Sedlak presented an updated graphic of the program management costs that more clearly differentiated costs among the program: communications, data management, workgroups and program management. Tom Mumley requested that titles be given with each segment and that in addition to percentages that the costs be included in the new graphic for the RMP Master Plan. Ms. Sedlak also presented a table that delineated the direct costs among the various program management elements. Tom Mumley indicated that he had no additional comments on the direct cost table.

Action items

- Lawrence Leung to contact John Coleman at Bay Planning Coalition and/or Beth Christian at the Water Board to provide assistance in obtaining delinquent fees from Emeryville Marina.

5) Information: RMP Master Plan Update

Jay Davis walked the group through the Master Plan noting that in future years there is a shortfall for special studies. This shortfall does not reflect the additional requests for funding that are likely to come from program elements that are currently under development. For example, he indicated that for mercury and PCBs, no funds are set aside for 2013 and beyond; however, it is likely that additional studies will be proposed. Jay outlined funding for each of the strategies: dioxin, emerging contaminants, tributary work, exposure and effects, forecasting and nutrients. Tom Mumley asked about the aquatic life synthesis; he had understood the focus of this project to be on sediment. Jay indicated that it had been expanded to include aquatic life to address water column toxicity. Mike Connor indicated that the dischargers conduct WET water column toxicity at a considerable expense and it would be helpful to evaluate the utility of this effort.

Jay Davis indicated that approximately \$400,000 was “locked in” for planning purposes for stormwater sampling over the next three years. Adam Oliveri indicated that this was important because the municipal stormwater agencies need some certainty for planning purposes and to meet the requirements of their permits. A discussion ensued regarding the fact that approximately 75 percent of the budget was allocated to tributary studies, which appeared to meet the permit needs of only one constituency. It was pointed out that nonpoint source characterization and loads are a high priority for the Water Board and important for all of the

participants. Mike Connor stated that understanding Se loads from tributaries will be important for the refineries and wastewater community. In addition, it was noted that a number of the RMP participants represent multiple constituents (e.g. stormwater and wastewater agencies).

The group then discussed the process by which the funds were “locked in” for long term planning purposes. Jay Davis suggested that the outcomes from the February Master Planning meeting come to the SC for approval. Tom Mumley indicated with fees remaining constant, it will be a significant challenge to meet all of the needs of the program.

Adam Oliveri made a motion to approve planning budget; Tom Mumley seconded. Additional discussion ensued. Kevin Buchan suggested that these multi-year projects be reviewed each year to assure that they are still meeting the goals envisioned by the participants. Tom Mumley made a motion to approve the Master Plan budget for 2012 as reflected in the Master Plan minutes, specifically recognizing that the tributary loading studies require a multi-year commitment. Though Kevin Buchan expressed reluctance to support expending such a considerable amount each year for the benefit of one member, because there was consensus support from the other SC members to do so, he said he would not oppose approval of the Master Plan budget and the motion passed unanimously.

Tom Mumley requested that the SC review its planning cycle to make sure that the flow makes sense. Rob Lawrence noted that the dredging community has a number of issues that may warrant RMP special studies – mercury, PCBs, and PAHs remain very important issues for this community. Rob Lawrence also indicated that it would be good if the RMP would coordinate efforts with USGS and USACE regarding modeling. Jay Davis indicated that both the USGS and the Corps will be presenting their modeling work at the next Contaminant Fate work group meeting.

Action items

- Review planning cycle to assure that it makes sense.

6) Information: Status and Trends Strategy

Meg Sedlak gave a quick overview of the Status and Trends strategy. The strategy will largely focus on sediment and water. A handout was distributed that presented draft priority questions for water and sediment. Ms. Sedlak asked for input from the group on the questions. She explained that she would be presenting the strategy to the Water Board for comment and input on May 5th and would welcome the opportunity to meet with other groups to obtain additional comments. Adam Oliveri suggested that Meg contact him after the meeting to determine which group within BASMAA to give the presentation to. He also requested that the questions be sent out electronically to the group.

Tom Mumley indicated that the Water Board would review the S&T strategy to determine what is necessary for regulatory purposes as well as other monitoring needs such as information for the development of models.

7) Information: Annual Meeting and Pulse

Jay indicated that the Pulse was coming along well; three of the articles have been written. He anticipates sending out the drafts to the TRC/SC in the next week or two. Kevin requested that specific permit language be included in the Pulse; he will provide Jay with this language. Mike Connor indicated that Jim Cloern would be a great keynote speaker.

8) Information: Water Quality Report

Jay Davis gave a quick overview of the Water Quality Report card that is being developed. He indicated that the assessment was being distilled into three categories: Are the fish safe to eat?; Is the Bay safe for swimming?; and Is the Bay safe for aquatic life? Each indicator will go into a category. The indicators will be rated on the degree of risk and the length of time to achieve attainment.

Adam Oliveri indicated that risk encompasses both probability and severity (e.g., acute, chronic, or nuisance). He commented that the Bay is relatively clean compared to other urbanized estuaries and laypeople may misinterpret the risk that has been assigned. He suggested that the word concern be substituted for risk. Mike Connor suggested including national data such as the NOAA Mussel Watch data to provide context for the San Francisco Bay results.

Jay Davis indicated that Andy Gunther is developing a practitioner's report as a companion document to the report card.

Action Items: SC Meetings (updated 7/29/2011)

#	Action Items – April 2011	Who?	When?	Status
1	Include Program Review on next SC agenda. Discuss with SC members prior to meeting	Meg	August 2011	On agenda for August SC meeting
2	Beth Christian to provide assistance in obtaining delinquent fees from Emeryville Marina	Lawrence		Completed. Follow up enforcement letter led to payment of fees.
4	Review planning cycle to assure comments from Master Plan are included	Meg	August 2011	Discuss at next SC meeting

#	Action Items – February 2011 (Master Planning Meeting)	Who?	When?	Status
1	Revise Master Plan per SC comments	Jay	April SC meeting	Pending
2	Develop S&T strategy and inform the SC of the timeline	Meg	September TRC	Presentation to TRC in March, follow-up discussion at June TRC meeting
5	Develop a Nutrient Strategy	Jay	April 22nd first Strategy Team meeting	Nutrients workshop held on June 30th. Strategy meeting scheduled for September 2011
6	Evaluate modeling needs	CFWG	May 12, 2011	Discussed at CFWG meeting
7	Form a SC subcommittee to submit proposals to SEP funding	Adam	Discuss status at April SC Meeting	Discussed at SC – follow up?
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	Not discussed at May SPLWG due to time constraints. On agenda for October 2011 SPLWG meeting.

#	Action Items – January 2011	Who?	When?	Status
10	Create a list of priority pollutants for future fact sheet topics for the San Francisco Estuary	Jay	2011	On agenda for August SC meeting

#	Action Items – November 2010	Who?	When?	Status
3	Develop website tool for uploading of WWTP metal loads	Meg	Summer 2011	On hold, pending funding. IT team is working on a site for the 2011 invoicing.

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	P		
POTW-Med	Dan Tafolla	Vallejo Sanitation and Flood Control District	P	P	X	P	X	P	X	P	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	P		
Refineries	Kevin Buchan	WSPA	X	(2)	P	P	P	P	P	P	X	P		
Industry	Dave Allen	USS POSCO	X	P	P	P	X	P	P	P	X	P		
Cooling Water	Steve Bauman	Mirant Delta, LLC	X	X	X	X	X	X	X	P	X			
Stormwater	Adam Olivieri	BASMAA (EOA, Inc)	P	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	P		
SF-RWQCB	Tom Mumley	SFB RWQCB	P	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	P		