

Santa Clara Basin Watershed Management Initiative Core Group Meeting

November 1, 2007

9:30 a.m. – 12:00 p.m.

City of San José, Watershed Protection Offices, Evergreen Conference Room
170 West San Carlos Street, San José CA 95113

MEETING MINUTES

- **Attendance:** Sarah Young, Nancy Bernardi, Larry Johmann, Lorrie Gervin, Jill Bicknell, Kristy McCumby Hyland, Trish Mulvey, Matt Krupp, Melody Tovar, Phil Bobel, Steven Osborn, Kirsten Struve, Ann Draper, John Stufflebean (part), and Sandra Freitas.

- **Meeting Agenda:**

<u>TIME</u>	<u>TOPIC</u>
9:30 a.m.	Welcome, Introductions, and Early Announcements (Trish)
9:35 a.m.	Review Meeting Minutes and Update Action Item from Core Group Meeting on September 27, 2007 (Trish)
9:40 a.m.	WMI Priorities and Organizational Structure (Melody) <i><u>Top 4 Priorities:</u></i> <ul style="list-style-type: none">▪ Trash▪ Erosive Forces/Riparian Setback▪ Stream Goals▪ Product Stewardship
11:00 a.m.	Review of WMI Organization Structure, Subgroups, and Work Groups <ul style="list-style-type: none">▪ Update on COS Chair
11:50 a.m.	Planning for Next Meeting December 6, 2007 (Trish) <ul style="list-style-type: none">▪ Holiday potluck▪ Ken Schreiber briefing on Countywide HCP/NCCP▪ Mary Ann Ruiz discussion of SCVWD Strategic Initiative and next steps▪ Other
12:00 p.m.	Adjourn

- **Action Items:**

#	ACTION ITEM	ASSIGNED TO	DUE DATE	STATUS
1	Provide staff change information at the Regional Water Quality Control board re Paul Amato	Trish Mulvey	ASAP	Done

Watershed Management Initiative

Core Group Meeting - November 1, 2007

Page 2

2	Coordinate Community Announcement	Sarah Young	12/6/07	
3	Convene with Mary Ruiz and Melanie Richardson regarding the SCVWD's commitment on the WMI	Sarah Young	12/6/07	
4	Connect with Paul Amato to clarify Plan for Stream Goals Simulation	Matt Krupp	12/6/07	Done
5	Provide information from SCVWD PIO on plastic water bottles	Sarah Young	12/6/07	
6	Check on GCRC's interest in serving as Chair for the WAMS Subgroup	Larry Johmann	12/6/07	Done
7	Check-in with Karin North on the SFEI meetings, correct name of SFEI committee, and dates	Phil Bobel	12/6/07	Done
8	Coordinate agenda for the POTW meeting on November 13 th	Kirsten Struve	12/6/07	Done
9	Organize Product Stewardship Subgroup Meeting	Melody Tovar	12/6/07	Done
10	Organize Trash Subgroup Meeting in conjunction with the SCVURPPP trash Ad Hoc Task Group	Phil Bobel	12/6/07	
11	Send out Charter template and model for workgroups	Sandra Freitas	ASAP	Done
12	Prepare information for outside speakers (Mary Ann Ruiz, Margaret Bruce, and Ken Schreiber) for the Core Group Meeting December 6 th	Sandra Freitas	ASAP	Done
13	Remind Core Group Members of the "green" potluck and to bring own utensils	Sandra Freitas	ASAP	Done
14	Check with Margaret Bruce about making presentation about the <i>Green Vision</i>	Matt Krupp	ASAP	Done. Request to defer.

- **Minutes:**

- 1. Welcome, Introductions, and Early Announcements**

- Trish Mulvey welcomed group and provided the following announcements, which involved staff changes in the Santa Clara Valley Water District's organization. Jim Fielder has been appointed as the Assistant General Manager for Water Resources. Melanie Richardson, Sustainable Organization Division, reports to General Manager Stan Williams.

- 2. Review Meeting Minutes and Update Action Items from Core Group Meeting on September 27, 2007**

- The group took a moment to review the Meeting Minutes from the last Core Group meeting on September 27th. The WMI Coordinator reviewed the action items from the last meeting; all items completed.

Watershed Management Initiative

Core Group Meeting - November 1, 2007

Page 3

3. WMI Priorities and Organizational Structure

The *Focus Table* (see Attachment 1) guided the discussion for the 4 priorities listed below. The table has been updated to reflect the discussion. The following notes are additional items from the conversation

Trash

This topic raises many other concerns that relate to homelessness issues as well as local government assistance programs for homeless individuals as well as reoccurring trash concerns in our creeks. Some stakeholders indicated that government agencies have not been sharing the appropriate information (i.e., updates on plans for the eradication of trash and homelessness along creeks). Several ideas/suggestions were raised to address this large dilemma, including:

- Currently, there is a SCVURPPP Trash Ad Hoc Task group that meets to discuss urban runoff trash concerns and there is lots of representation in this group.
- There is a need to identify more specifically what the sources are, which variables have a greater impact on sources and controls, and who is ultimately responsible (i.e., which government agency).
- Currently, the City of Palo Alto employs homeless individuals to clean-up trash along streets; could local communities do the same for trash clean-ups in our creeks?
- Could vouchers for food or services be provided to homeless volunteers for cleanups?
- The Silicon Valley Anti-Litter Campaign will be meeting soon and Trish will address the group to direct attention to the issue of trash in creeks.
- The City of San Francisco currently recruits volunteers to assist with trash concerns as well.

Erosive Forces/Riparian Setback

The Stream Protection, Restoration, and Erosive Forces group (SPREF) will continue to plan to conduct 2 or 3 workshops a year, which is consistent with what they have been doing in the past year. The Creeks Coalition group (which leads SPREF) is not interested in being a WMI signatory, but the group has requested continued WMI support for its efforts. The WMI will explore how to coordinate our assistance and workshop participation.

Stream Goals

There are two efforts nested under this item. The first is an inventory of watershed planning activities in this area. Water District staff support the value of this activity, noted that the organization does not have resources to dedicate to it as a large effort, and noted that the work already done under their Comprehensive Plan development may serve as an information resource. Melody suggested that the scope of work could be a group team effort and the WMI would not rely on any one entity to have the job accomplished. Trish agreed to help advance this activity.

Watershed Management Initiative

Core Group Meeting - November 1, 2007

Page 4

The second item under this discussion is a Stream Goals project. It has been the subject of discussion of a “Wednesday Group” in collaboration with SFEI for some time. SFEI has a multi-tiered grant, including mapping, and protocols for assessments (Bay-area wide), and is seeking another grant for Simulation projects including developing a watershed vision for riparian corridors and creeks. Three pilots are being considered - in Napa River Valley, a Marin or Contra Costa Creek, and Coyote Creek. These efforts will take into consideration existing plans (in conjunction with local Green or Sustainability Plans and Area Specific Master Plans). Ann Draper, Water District, indicated that doing the Simulation/Table Top exercise is not included in the SCVWD’s budget for the coming year and such an effort also would take a partnership with the City and County, so any expectations about local participation in Stream Goals needs to be recalibrated. Trish indicated that she would recalibrate with the Wednesday Group. The LUS and WAMS Subgroups will be asked to explore their roles in support of these efforts locally and the Wednesday Group will focus on the tabletop Simulation exercise. Trish and Matt Krupp agreed to connect off-line to develop a one page description of what the Table Top / Simulation would comprise to illicit interest.

Product Stewardship

This priority will be addressed by the newly created Product Stewardship Subgroup, which was originally conceived as a spin-off of the Emerging Contaminants Subgroup (ECS) to lead WMI efforts in piloting take-back initiatives, such as those for pharmaceuticals. Regarding ECS, Palo Alto’s Karin North will continue to serve as chair; San Jose’s Jessie Denver is now working with the a different unit and will not longer sit on ECS. The ECS will continue to conduct research about pollutants of concern as well as continuing the white paper function on emerging contaminants.

This new subgroup will also support Extended Producer Responsibility. Jill Bicknell will check with SCVURPPP to see if they can support the new group’s efforts as well. Currently, the SCVURPPP Household Hazardous Waste work group - including the WE&O Subgroup - met and organized recommendations about participating in the California Product Stewardship Council, supporting Extended Producer Responsibility legislation and environmental procurement policies, and exploring various options for increasing HHW funding. A memo from the work group will be presented to the SCVURPPP Management Committee for review.

Lastly, this subgroup could include coordination among WMI members on product/procurement actions, such as discontinuing the use of single-serving bottled water.

Various members expressed interest in different aspects. It may be that this group has a couple of work groups operating within it to focus the right individuals on different aspects.

4. Review of WMI Organization Structure, Subgroups, and Work Groups

- The new Chair person for the COS group is Melody Tovar; Phil Bobel will be assisting. This group will continue to focus on steering and preparation for the Core Group and the outreach component.

Watershed Management Initiative

Core Group Meeting - November 1, 2007

Page 5

- The SCVURPPP monitoring Ad Hoc Task Group is interested in continuing joint meetings with the WAMS Subgroup.
- The new WMI POTW subgroup is a consolidation of three former groups, and their first meeting will take place on November 13th in Sunnyvale. Kirsten Struve is heading this effort.
- The group identified a meeting date for all Core group meetings and it will take place during the even months of the year (i.e., February, April, June, August, October, and December).

5. Planning for Next Meeting December 6, 2007

- In preparation for the next Core Group Meeting in December, the core group identified specific topics of discussion. In celebration of the holiday season, there will be a festive “green” potluck; attending participants are asked to bring a dish of their choice with serving utensils to share as well as their individual plate(s), cup(s) and eating utensils. Drinks will not be provided and attendees have been asked to bring their own or purchase one from the vending machine that is available at the meeting location. A kitchen facility is available so hot dishes are an option this year
- The following presenters will be invited to provide updates on their projects:
 - Ken Schreiber briefing on Countywide HCP/NCCP
 - Melanie Richardson/Mary Ann Ruiz discussion of SCVWD Strategic Initiatives and next steps
 - Margaret Bruce/Matt Krupp briefing on the City of San José’s “Green Vision”

6. Adjourn

- Meeting adjourned at 12:00 p.m.

The WMI's role will be to continue to serve as a stakeholder forum for watershed initiatives, to facilitate problem-solving processes, and to support and encourage agency actions in the direction of the nine strategic policy objectives.

WMI Work Plan Priorities Update

1. *Conduct education and outreach to planning officials and decision makers.*
2. *Develop citizen participation in watershed stewardship.*
3. *Continue the development of watershed health indicators.*
4. *Pursue on the ground stream enhancement, preservation, and restoration activities.*
5. *Foster information sharing among those involved in modifying and implementing local ordinances, guidelines, and standards.*

Watershed Management Initiative

Core Group Meeting - November 1, 2007

Page 6

Attachment 1

FOCUS TABLE FOR THE FOUR PRIORITIES OF THE WATERSHED MANAGEMENT INITIATIVE

Revised November 28, 2007

PRIORITY	NEW SUBGROUP (Y/N)	SUBGROUP	FOCUS	KEY PEOPLE
Trash	Yes	Trash Subgroup <i>(Will help identify and create strategy and determine gaps, and put on workshops.)</i>	Trash in creeks and consider all items listed on edited matrix; identify partners, determine gaps, put on workshop, and potentially create [WMI] strategy.	SCVURPPP Ad Hoc Task Group, City of San José, County, GCRCD, Trish Mulvey, SCVWD
Erosive Forces/Riparian Setback	No	LUS?—but not to be the lead	Riparian setback/erosive forces, climate change, sea level rise impact, consider items on priority list in formulating plan	GCRCD, Larry Johmann, and Richard McMurtry
Stream Goals	No	(LUS/WAMS- maybe later)	Action by others, figure out how WMI can help support Stream Goals project. Inventory of watershed planning of activities.	Trish Mulvey, SFRWQCB rep, Ann Draper, Mitch Avalon, Josh Collins, Sarah Young, Paul Randall, Rainer Hoenicke, Melody Tovar, and Matt Krupp, Larry Johmann?
Product Stewardship	Yes	Product Stewardship	(a) Encourage participation in Calif. Product Stewardship Council, (b) Piloting specific programs (pharmaceutical take-backs, (c) coordinate on product/procurement actions, e.g., bans on bottled water, plastic bags, Styrofoam, plastic food containers.	Roberta Dunlap, Trish Mulvey, Lorrie Gervin, Julie Weiss, Karin North, Santa Clara County Health (Rob D'Arcy), and Kate Slama

List of Active Subgroups:

- Land Use Subgroup (LUS)
- Emerging Contaminants Subgroup (EC)
- Watershed Assessment and Monitoring (WAMS)
/SCVURPPP Monitoring Subgroups
- Communications and Outreach Subgroup (COS)
 - Outreach Workgroup
- Watershed Education and Outreach Subgroup (WE&O)
- POTW Subgroup

New Subgroups:

- Trash Subgroup
- Product Stewardship Subgroup