

# Watershed Management Initiative

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## Santa Clara Basin Watershed Management Initiative Core Group Meeting

December 6, 2007

9:30 a.m. – 12:00 p.m.

City of San José, Watershed Protection Offices, McDaniel Conference Room

170 West San Carlos Street, San José CA 95113

### MEETING MINUTES

**Attendance:** Trish Mulvey, Melody Tovar, Matt Krupp, Kristy McCumby-Hyland, Steve Osborn, Luisa Valiela, Karin North (for Phil Bobel), Lorrie Gervin, Larry Johmann, Ken Schreiber, Kirsten Struve, Sarah Young, and Sandra Freitas.

- **Meeting Agenda:**

<b>TIME</b>	<b>TOPIC</b>
9:30 a.m.	Welcome, Introductions, and Early Announcements (Trish)
9:40 a.m.	Review Meeting Minutes and Update Action Item from Core Group Meeting on November 1, 2007 (Trish)
9:45 a.m.	Update on WMI Organization Structure, Subgroups, and Work Groups <ul style="list-style-type: none"><li>▪ Work Plans</li><li>▪ Chairs</li></ul>
10:10 a.m.	Outside Group Presentations <ul style="list-style-type: none"><li>▪ Ken Schreiber, Habitat Conservation Plan Update (40 minutes)</li><li>▪ Sarah Young, Santa Clara Valley Water District on Strategic Initiatives (40 minutes)</li></ul>
11:30 a.m.	Meeting Frequency (Melody) <ul style="list-style-type: none"><li>▪ Next Meeting: February 7, 2008; location to be determined</li></ul>
12:00 p.m.	Adjourn and Holiday Potluck— <i>Happy Holidays!</i>

- **Action Items:**

#	ACTION ITEM	ASSIGNED TO	DUE DATE	STATUS
1	Follow-up with responsible party for outstanding action items from the Core Meeting on November 1st.	Sandra Freitas	ASAP	IP
2	Follow-up with IT regarding access to updating the Web site	Sandra Freitas	ASAP	IP
3	Prepare and submit language for POTW subgroup mission and work statement.	Kirsten Struve	ASAP	IP
4	Schedule POTW Subgroup Meeting	Kirsten Struve	ASAP	

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5	Update Subgroup Table	Sandra Freitas	ASAP	Done
6	Invite Margaret Bruce to present information at Core on February 7, 2008	Sandra Freitas	January 2008	Done
7	Extend Core Group meeting invitation to SCVWD for February.	Sandra Freitas	January 2008	Done

- **Minutes:**

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

- Trish Mulvey and Melody Tovar welcomed group.
- The following announcement was made: Marcia Brockbank of the San Francisco Estuary Project is retiring and Judy Kelly (who worked for the EPA many years) will be taking over Marcia's role and is shadowing Marcia this month. For more information or questions, Kelly may be reached at [jkelly@waterboards.ca.gov](mailto:jkelly@waterboards.ca.gov).

- 2. Review Meeting Minutes and Update Action Items from Core Group Meeting on November 1, 2007**

- The group reviewed the Meeting Minutes from the Core Group meeting on November 1<sup>st</sup>. The WMI Coordinator reviewed outstanding action items and will be coordinating efforts to have them completed.

- 3. Update on WMI Organization Structure, Subgroups, and Work Groups**

- **Work Plans**
- **Chairs**

Attachment 1, the *Santa Clara Basin Watershed Management Initiative Subgroup Table*, guided the group's discussion. The table has been updated to reflect it as well as the mission, work statement, meeting frequency, and hosting chair/agency. The following notes are additional items from the conversation.

***Communications Subgroup***

- The WMI Coordinator reported out on the status of the WMI Web site. Due to technicalities, it has not been updated with current and past group activities/information; however, work is in progress to have it functional in the next month (January 2008).

***Land Use Subgroup***

- The group will not meet in the next couple months. Meeting frequency will remain the same.

***Watershed Assessment and Monitoring (WAMS)/SCVURPPP Monitoring***

- Meetings are on a needed basis only.
- The current Chair is looking for a replacement.

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## *POTW Subgroup*

- Mission and work statement language needs to be revised and submitted to the Coordinator. Also, a chair person needs to be identified.
- No all issues were covered under the Mission and Work Statement area. Recycled water is an issue and should be highlighted here.
- Subgroup meeting frequency has not been defined and the next meeting will be coordinated soon.

## *Emerging Contaminants Subgroup (ECS)/San Francisco Monitoring Program Emerging Contaminants Workgroup (SFEI-RMP)*

- The subgroup recently merged with the San Francisco Monitoring Program Emerging Contaminants Workgroup (SFEI-RMP).

## *Watershed Education and Outreach Subgroup*

- *Outreach*
- This area remains as is.

## *Trash Subgroup*

- This charter group met for the first time on December 3 and it included the Silicon Valley Anti-Litter priorities.
- Karin North discussed a novel about trash for children and it's very informative. It's titled: *Talking Trash: Flotsam, Jetsam, and the Science of Ocean Motion (Scientists in the Field)* by Loree Griffin Burns.

## *Product Stewardship Subgroup*

- The group's first project will revolve around pharmaceuticals.
- This group will help bolster current regulations, partnership such as with BAPPG (pharmaceutical take-backs), and more.

## **4. Outside Group Presentations**

- Ken Schreiber, Habitat Conservation Plan (HCP) Update (40 minutes)
  - Presenter conducted a PowerPoint (PPT) update on current HCP efforts. (PPT is available upon request.)
  - HCP specifically deals with new developments and protection of species within a given area in which construction will take place. The organization only permits new activities and does not contract urban-runoff issues.
  - HCP will address some component of erosive forces and will participate in the stream goals effort.
  - The WMI will have an opportunity to comment on the Habitat Plan in March and April 2008. The Public Review session will take place in 2009 from January to March.
- Sarah Young, Santa Clara Valley Water District on Strategic Initiatives (40 minutes)

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- Information on the Strategic Initiatives was presented, but there was no reference to sustainability, but a comprehensive list of items was provided.
- The WMI will have an opportunity to comment on the 2-Year Plan and comments will be forwarded to Sarah Young.
- Trish Mulvey expressed concern for the legislation that was presented at the Joint Study Session (i.e., floodplain issues) and would also like the Water District to look into a 50 year plan.
- Would it be feasible to incorporate erosive forces and stream goals into the plan, which will help address the Core Services for the WMI.
- A summary was requested, which would give an overview of the Key Strategic Initiatives.

## 5. Meeting Frequency (Melody)

- The next Core Group meeting will be held on February 7, 2008; location to be determined.

## 6. Meeting adjourned at 12:30 p.m.

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*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

## Attachment 1

### SANTA CLARA BASIN WATERSHED MANAGEMENT INITIATIVE SUBGROUP TABLE

Revised December 12, 2007

Subgroup (Acronym)	Mission and Work Statement	Status/Meeting Frequency	Chair/Agency
Communications* (COS)	<ul style="list-style-type: none"> <li>• Oversee administrative and personnel matters of the WMI. Ensure that the WMI has a comprehensive, overall work plan and the resources to implement the plan</li> <li>• Provide guidance to Project Coordinator</li> <li>• Evaluate structure, functions, and effectiveness of the WMI and propose appropriate changes</li> <li>• Ensure effective communication across all stakeholders, core group, subgroups and key decision-makers</li> <li>• Identify, coordinate and initiate effective outreach programs</li> <li>• Create and disseminate public outreach materials for the WMI. Establish, track, and document WMI expenditures</li> <li>• Establish work priorities and recommend expenditures to conduct that work</li> </ul>	Active  Meets on odd months of the year; first Fridays of the month?	Melody Tovar City of San José Environmental Services
Land Use (LUS)	<ul style="list-style-type: none"> <li>• Identify and address land use planning interests and issues that need to be considered within the Watershed Action Plan</li> </ul>	Active Meets monthly <i>(will not meet in January and February 2008)</i>	Matt Krupp City of San José Environmental Services
Watershed Assessment & Monitoring	<ul style="list-style-type: none"> <li>• Provide a solid scientific foundation for watershed planning and land use decisions</li> <li>• Identify existing data resources, assemble available data, evaluate</li> </ul>	Active – Meeting times vary	Kristy McCumby-Hyland City of Sunnyvale <i>(looking for replacement)</i>

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(WAMS)/ SCCVURPPP Monitoring	the quality of existing data, identify data gaps, develop and implement strategies for data acquisition and management and implement data interpretations which will lead to effective planning decisions.		
POTW	<ul style="list-style-type: none"> <li>• Serve as a stakeholder group for development of NPDES permits for the Basin's three wastewater treatment plants</li> <li>• Review issues associated with NPDES permit issuance and work toward consensus issuance of those permits</li> <li>• Regional cooperation</li> </ul>	Active - Meets when NPDES Permits are being developed	Kirsten Struve; Chair: TBD City of San José Environmental Services
Emerging Contaminants (ECS) and San Francisco Estuary Institute- Regional Monitoring Program Emerging Contaminants Workgroup (SFEI- RMP)	<ul style="list-style-type: none"> <li>• Develop information and recommendations on issues associated with pollutants just being recognized as potentially problematic. Such pollutants can include pharmaceuticals, anti-bacterial agents, personal care products, and other low-level contaminants now being found in surface waters.</li> </ul>	Active – Meeting times vary	Karin North City of Palo Alto  Meg Sedlak SFEI-RMP
Watershed Education & Outreach (WE&O)	<ul style="list-style-type: none"> <li>• Identify and change behaviors that adversely affect water quality.</li> <li>• Increase the understanding and appreciation of streams and the San Francisco Bay.</li> <li>• Promote public involvement in watershed stewardship activities.</li> <li>• Administer the award-winning Watershed Watch campaign (<a href="http://www.MyWatershedWatch.org">www.MyWatershedWatch.org</a>)</li> <li>• WE&amp;O is a partnership between WMI and Santa Clara Valley Urban Runoff Pollution Prevention Program's Public Information and Participation (PIP) Ad Hoc Task Group.</li> </ul>	Active – Meeting times vary	Mary Morse City of San José Environmental Services

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Outreach	<ul style="list-style-type: none"><li>• Convenes on an as needed basis to produce WMI specific outreach pieces.</li><li>• Group makeup changes depending on the focus of the project.</li><li>• Takes direction from and receives work-product approval from the Communication and Outreach Subgroup.</li><li>• A representative from this group sits on the Watershed Education and Outreach Ad Hoc Task Group.</li></ul>	On Call – meets as needed	Bruce Frisbey City of San José Environmental Services
Trash	<ul style="list-style-type: none"><li>• TBD</li></ul>	TBD	Phil Bobel, City of Palo Alto (chartering group only); Chair: GCRCD (Larry Johmann/Nancy Bernardi)?
Product Stewardship	<ul style="list-style-type: none"><li>• TBD</li></ul>	TBD	Melody Tovar, City of San José, Environmental Services (chartering group only); Chair: TBD