

Cosumnes Subbasin Technical Advisory Committee

DRAFT Meeting Summary #2

Meeting held June 13, 2017

Prepared by the Consensus Building Institute

MEETING IN BRIEF

At its June meeting, the Cosumnes Subbasin Technical Advisory Committee (TAC) finalized the RFQ for Technical Advisor and developed recommendations to the Working Group on the Technical Advisor selection process. The Water Forum will share the selection process recommendations with the Working Group for confirmation at its next meeting. The TAC also brainstormed possible criteria for an administrative entity to be the applicant and contractual entity for Prop. 1 grant funding. The next TAC meeting was tentatively scheduled to take place on July 6, 9:00-12:00 or July 11, 10:00-1:00.¹

ACTION ITEMS

Who	What
TAC Members	Distribute final RFQ to potential candidates
TAC Members	Consider attending Sloughhouse RCD SGMA workshop (July 14 @ 2 p.m.)
TAC Members	Let Water Forum know of your GSA's interest in a SGMA workshop
TAC Members	Let Water Forum know if your GSA has staff able to support proposal drafting for Prop. 1 grant
Water Forum	Publish Technical Advisor RFQ -Include link/reference to alternatives study -Send final RFQ to TAC members for help in distributing to potential candidates.
Water Forum	Send TAC a list of Water Forum board members + DWR Prop. 1 applicant criteria.
Water Forum	Seek clarification on DWR guidelines re: JPA applying for Prop. 1; DWR requirements for administrative entity; need for subbasins to identify definitive model in PSP submittal
Water Forum	Develop modeling decision map that outlines models, tools + data; identify decision-points.
Water Forum	Prepare draft summary of administrative entity's tasks, responsibilities + oversight
Water Forum	Look at other subbasins to get sense of scope and cost of studies anticipated to support GSP development.
CBI	Develop draft Communication + Outreach Plan for discussion with Working Group
CBI	Prepare TAC discussion summary
Working Group	Review/finalize TAC Terms of Reference
Working Group	Finalize Framework Agreement
Working Group	Review + approve proposed Technical Advisor selection process
Working Group	Delineate administrative entity's tasks, responsibilities + oversight ; review TAC's

¹ Following the meeting, a decision was made to replace a July TAC meeting with a Technical Advisor selection committee instead.

	draft criteria
Working Group	Review and comment on draft Communication + Outreach Plan

DISCUSSION – KEY THEMES

Below is a summary of key themes discussed at the TAC meeting. This summary is not intended to be a meeting transcript. Rather, it focuses instead on the main points covered during the group’s discussions.

PROCESS RECOMMENDATIONS

Facilitator Bennett Brooks offered the following process recommendations to the group:

- Maintain a near-term perspective focused on immediate priorities.
- Document longer-term issues on a timeline to revisit at a later time.
- Remember that the group is in a sensitive moment -- currently in a start-up phase; participants are recommended to engage in ways that build trust and relationship.

City of Galt representative Mark Clarkson noted that he has been encouraged by the productive discussions-to-date.

UPDATED TAC TERMS OF REFERENCE

The Water Forum sent out an updated TAC Terms of Reference and received comments from Sloughhouse RCD. The Working Group will review the TAC Terms of Reference at its June meeting.

SGMA WORKSHOP AT JULY 14 SLOUGHHOUSE BOARD MEETING

The Water Forum will lead a SGMA workshop at the Sloughhouse board meeting on July 14 at 2 pm. Other GSAs were encouraged to attend the workshop, if possible, to concretely demonstrate a clear message of collaboration across the subbasin.

TECHNICAL ADVISOR RECRUITMENT

Tom Gohring with the Water Forum shared a draft Technical Advisor RFQ and outlined a proposed process for the Technical Advisor solicitation effort. The draft RFQ is the result of two rounds of review and comment by TAC members.

Discussion of the proposed Technical Advisor selection process clarified the following points:

- In selecting and hiring a Technical Advisor, the Water Forum must follow City of Sacramento HR and contracting rules.
- Water Forum staff will receive and log all responses to the RFQ.
- The Working Group will form a **selection committee** to review and score each submission.
 - Importance of **GSA parity** on the selection committee (i.e. an equal number of seats for each GSA).
- The Water Forum will forward **all applications** to the selection committee, along with a note of explanation for any applications that it deems incomplete or ineligible.

- The selection committee will determine whether **interviews** are required as part of the application process. If so, the selection committee will develop interview questions, and conduct and score interviews.
- Water Forum staff will assist the selection committee in scoring, ranking and interviewing applicants.
- The selection committee will develop **candidate recommendations** for Working Group consideration.
- The Working Group will make the **final hiring decision**.
- The Working Group may elect to reissue the RFQ after the application deadline.

Outcome

- The TAC approved the Technical Advisor RFQ
 - John Lowrie will include a link/reference to an alternatives study, per Jay Schneider's request.
- The RFQ will be published on Friday, June 16 and posted for ten days.
- The Water Forum will share the TAC's selection process recommendations with the Working Group for approval at its June 26 meeting.

PROPOSITION 1 DEVELOPMENT

DWR recently provided additional details on the Proposition 1 PSP. The PSP is expected to be open for a 9-week period from August to October. Each subbasin may submit only one application. Only GSAs are eligible to apply for GSP funding. GSA applicant(s) must comply with **DWR requirements**. One such requirement: A GSA previously required to develop a Groundwater Management Plan must demonstrate that it did so successfully. However, a JPA consisting of GSAs may apply if the JPA was formed with the direct purpose of SGMA compliance (the TAC requested further clarification on this guideline). Prop. 1 funding is for the subbasin, not for the individual applicant.

Components of a Competitive Application

- The subbasin should demonstrate a high level of **cooperation and coordination**. Thus, the **Framework Agreement** is critical.
- DWR prefers an **integrated, single GSP effort**, though PSP funding can be awarded to subbasins developing multiple GSPs
- **Outreach and engagement** to all interested water users is essential.

Technical support for PSP development

John Lowrie and Virginia Smith of the Water Forum will provide technical support for PSP development. The Water Forum will look to the County's existing contract with HDR and GEI for additional review support. TAC participants requested ample time for the GSA to review and comment on the application. The Water Forum will share pieces of the application as they are developed, and the full PSP will undergo multiple rounds of review. Water Forum was encouraged to assess whether any GSAs have staff available and able to support the PSP-development process.

Cost-Share Approach

The Water Forum drafted a first-cut cost-share draft that outlines high grant (\$1 million) and low grant (\$600k) scenarios. The draft cost-share document includes three examples of how the five GSAs could divide costs: each covering an equal 1/5 share or determining cost-share by population or acreage. A next step is to further break out the cost estimates by category. The TAC did not attempt to make a recommendation on the cost-share approach.

Administrative Entity Criteria and Selection Process

A GSA will need to serve as the administrative entity (fiscal sponsor) for the grant. The TAC brainstormed the candidate criteria below for an effective administrative entity. The list was not prioritized and is not intended to reflect a consensus view. Rather, it is intended to inform future Working Group discussions.

- Satisfies DWR's requirements;
- Has a demonstrated ability to work cooperatively;
- Ability to enter into long-term commitment;
- Stability;
- Financial resources and capacity;
- Flexibility in staffing (cost, time);
- Contractual management/technical capacity (invoicing, documentation);
- Available time (staffing/contracting);
- Working knowledge of SGMA and groundwater science;
- Transparency/accessibility.

Outcome

- The Water Forum will summarize and share DWR's applicant criteria.
- At its next meeting, the Working Group will discuss the above preliminary criteria.
- The Working Group will delineate **tasks** and **responsibilities of the administrative entity**, as well as **oversight** (how the administrative entity interfaces with the Working Group).

BASIN MODELING APPROACH

In its Prop. 1 grant application, the group may need confirm its intent to use a specific model in GSP development. At the last TAC meeting, participants expressed a preliminary preference for the County-wide modeling effort, in part because of the shared timeline (GSP completion by 2022). A participant reminded TAC members of the distinction between the **model** and the **data that populates the model**. For example, conductivity values are inputs into the model and are independent of the type of model used. The group affirmed the importance of locally ground-truthing data.

Outcome

- Water Forum to develop a **decision map** that outlines models, tools, and data and identifies key modeling decision points.

TAC SCHEDULE

TAC members are asked to hold **July 6**, 9:00 am - 12:00 pm and **July 11**, 10:00 am - 1:00 pm for the July TAC meeting. (See footnote on Page 1.) In the near-term, the TAC will continue to meet on a monthly basis, approximately one to two weeks in advance of the monthly Working Group meeting.

MEETING PARTICIPANTS

Mike Israel, Amador County

Gene Mancebo, Amador Water Agency

Damon Wykoff, Amador Water Agency

Mark Clarkson, City of Galt
Rick Wohle, Clay Water District
Sue Wohle, Clay Water District
John Mulrooney, Galt Irrigation District
Leo Van Warmerdam, Galt Irrigation District
Kerry Schmitz, Sacramento County
Jay Schneider, Sloughhouse Resource Conservation District
Amanda Watson, Sloughhouse Resource Conservation District
Mike Wackman, Omochumne-Hartnell Water District
Tom Gohring, Water Forum
John Lowrie, Water Forum
Bennett Brooks, CBI
Julia Golomb, CBI

For questions regarding this meeting summary, please contact Tom Gohring at the Water Forum or Julia Golomb at the Consensus Building Institute.