

AGENDA | SOUTHERN SIERRA IRWMP PLANNING COMMITTEE MEETING

December 19, 2011, 1:00 – 5:00 pm

Location: Provost & Pritchard Consulting Offices, 130 N. Garden Street, Visalia, 93291-6362

Teleconference line – 1-877-405-4844, access code 2644178

Meeting Objectives:

- (1) Provide feedback on key areas of the draft Planning Grant application.
- (2) Review and refine as necessary existing Planning Committee policies, procedures, structure, and composition.

TIME	AGENDA ITEM	PRESENTER(S)
1:00 pm	Welcome and Opening Remarks Introductions, Agenda Review, and Ground Rules	Bobby Kamansky , Project Manager Dorian Fougères , Facilitator, Center for Collaborative Policy, CSUS
1:10	Project Manager Update	Bobby
1:20	Discuss Draft Objectives	ALL
2:30	Discuss Draft Tasks & Timelines	ALL
3:00	<i>Break</i>	
3:10	Discuss Draft Tasks & Timelines <i>continued</i>	ALL
3:50	Discuss of Draft Storyline	ALL
4:15	Review Select Policies, Procedures, Structure, and Composition <ul style="list-style-type: none">• New Coordinating Committee volunteers	Dorian ALL
4:40	Member Announcements	ALL
4:45	Public Comments	ALL
4:55	Action Items and Next Steps <ul style="list-style-type: none">• Coordinating Committee call in early January to prepare for January 13 Planning Cmte. meeting Closing Remarks	Dorian Bobby
5:00	ADJOURN	

Next Planning Committee Meeting: January 13, 2012, 9 am to 1 pm, Tulare County Resource Management Agency, 5961 S. Mooney Boulevard, Visalia, CA 93277.

MEETING GROUND RULES | SOUTHERN SIERRA IRWMP PLANNING COMMITTEE

1. **Electronics courtesy.** We ask for your attention during the full meeting, and seek to avoid disruptions when working. Please turn any electronics off or to a silent or vibrate mode.
2. **Be comfortable.** Please help yourself to refreshments, stretch as needed, and/or take personal breaks.
3. **Humor is welcome** and important, but should never be at someone else's expense.
4. **Stay focused on the group's charge, deliverables, and agenda.** There are many related topics that people care about. The committee cannot address all of these. The facilitator will help the group stay within scope and complete the work identified for each meeting.
5. **Use common conversational courtesy.** Don't interrupt others. Use appropriate language. Avoid third party discussions.
6. **Share the air.** We generally will have a large number of participants and limited time. Please work with the facilitator to ensure there is balanced participation.
7. **Treat each other with respect.** People are passionate about these issues and in many cases have invested their careers in this work. People offer their time, expertise, insight, and resources in these discussions. Please treat others as you would like to be treated.
8. **All ideas have value and will be documented.** You may hear something you do not agree with. This is okay, you are not required to defend or promote your own perspective. Seek to understand the perspectives of other participants, regardless of whether you agree. If you believe another approach is better, offer it as a constructive alternative or friendly amendment. All ideas have intrinsic validity, and will be documented in the meeting summaries.
9. **Avoid editorials.** Please avoid ascribing motives to or judging the actions of others. Please speak about your experiences, concerns, and interests.
10. **Honor time.** Follow the time guidelines provided by the facilitator to get through the agenda.

DISCUSSION MATERIALS
Southern Sierra IRWMP Planning Committee
December 19, 2011

1. Draft Objectives

These objectives were revised based on the November 17, 2011, conference call. Consider the following three questions when reviewing the objectives below:

- 1. Are there any objectives that are unrealistic or are irrelevant to the region?**
- 2. How should the objective be measured?**
- 3. What is the appropriate timeframe for meeting the objective?**

A. Water Supply Management

1. Ensure adequate water supply to meet the region's expected demand between now and **20** while minimizing environmental impacts
2. Assess and incorporate critical DAC water supply needs

B. Water Quality Management

3. Provide drinking water that meets customer expectations
4. Protect aquifers from contamination
5. Protect natural streams and recharge areas from contamination and uses which compromise integrity
6. Maximize beneficial use of recycled water
7. Assess and incorporate critical DAC water quality needs

C. Integrated Flood Management

8. Develop integrated flood management strategies that improve environmental conditions in floodplain and riparian corridors and maximize natural floodwater retention strategies
9. Identify particular watersheds and downstream communities for projects that create

more resiliency to volatile flood and drought cycles expected with climate change

10. Incorporate integrated flood management strategies into transportation, land development, resource management and water resource use decision-making

D. Environmental Resource Management

11. Preserve open space and natural habitats that protect and enhance water resources and species in the SSIRWM Region
12. Integrate fire and fuel management with water management, including watershed health

E. Integrated Land Use and Water Management

13. Improve integrated land use planning to support water management
14. Promote best practices in range, forest and land use management
15. Align planning efforts with regional work on DACs

F. Stakeholder Involvement and Outreach

16. Provide an ongoing, inclusive framework for efficient intra-regional cooperation, planning and project implementation
17. Increase communication and engagement with California Native American Tribes
18. Build local and regional partnerships and relationships to develop local financing source, leverage resources and build capacity

2. Draft List of Tasks and Corresponding Timelines

There are two main tasks:

1. Prepare Drafts and Final IRWM Plan
2. Project Administration

The sub-tasks are organized to parallel the IRWM plan standards, which include:¹

- | | |
|---|---------------------------------------|
| 1. Governance | 9. Data Management |
| 2. Region Description | 10. Finance |
| 3. Objectives | 11. Technical Analysis |
| 4. Resource Management Strategies (RMS) | 12. Relation to Local Water Planning |
| 5. Integration | 13. Region to Local Land Use Planning |
| 6. Project Review Process | 14. Stakeholder Involvement |
| 7. Impact and Benefit | 15. Coordination |
| 8. Plan Performance and Monitoring | 16. Climate Change |

After reviewing the tasks and sub-tasks below, consider the following questions:

1. ***Does the restructuring along 2 major tasks make sense?***
2. ***What sub-tasks that should be combined, if any?***
3. ***Does the list of sub-tasks cover everything needed to develop the plan?***
4. ***Are there any sub-task timelines that seem problematic?***

¹ Details on all of these sections can be found at page 20-24 of the Guidelines: http://www.water.ca.gov/irwm/integregio_new10.cfm, and Appendix C - Guidelines for IRWM Plan Standards, starting on page 36.

Task 1: Prepare Drafts and Final IRWM Plan

Planning grant funds will be used to hire a planning firm that will be responsible for drafting and finalizing the IRWM Plan. The planning firm will have the following responsibilities related to the Work Plan Sub-Tasks:

- 1. Develop the Plan Management and Governance Structure**
Timeframe: Month 2 – Month 4
- 2. Develop the region description**
Timeframe: Month 2 – Month 4
Description: The planning firm will collect and summarize existing information about the region and the IRWM efforts to date, and will draft the individual chapters as set forth in the draft Table of Contents (or as later modified by the Planning Committee). Draft recommendations responding to current conditions will be proposed for each substantive chapter for response by the Coordinating and Planning Committees. A chapter will also be drafted which will fulfill the requirements for a basic regional Groundwater Management Plan. It is expected that each chapter will undergo 2-3 revisions before finalizing the document.
- 3. Develop Plan Objectives**
Timeframe: Month 2 – Month 4
Description: Plan Objectives will be developed during the first Committee meeting.
- 4. Develop Regional Management Strategies and Projects**
Timeframe: Month 10 – Month 16
- 5. Develop the Process for Review and Prioritization of Projects, etc.**
Timeframe: Month 14 – Month 16
- 6. Develop Integration Strategies**
Timeframe: Month 2 – Month 4
- 7. Develop Impact and Benefit**
Timeframe: Month 16 – Month 17
- 8. Develop Plan Performance Monitoring**
Timeframe: Month 2 – Month 4
- 9. Develop Data Management Plan**
Timeframe: Month 12 – Month 14
- 10. Finance**
Timeframe: Month 13 – Month 14

11. Technical Analysis

Timeframe: Month 10 – Month 16

12. Relation to Local Water Planning

Timeframe: Month 6 – Month 8

13. Relation to Local Land Use Planning

Timeframe: Month 6 – Month 8

14. Stakeholder Involvement

Timeframe: Month 2 – Month 24

a. Public Outreach

Timeframe: Month 1 – Month 24

Description: This task addresses the public outreach and input process that will be used to complete the IRWM Plan. Details are as follows:

i. Outreach/Input Meetings

Timeframe: Month 2 – Month 24

Description: The project staff will organize and facilitate outreach/input meetings for the IRWMP to educate and obtain input from stakeholders who are not able to attend Planning Committee meetings. This includes DAC representatives, staff from agencies without the resources to travel to PC meetings, etc. These meetings will be held every other month during the planning period. The planning firm will attend coordination and public input meetings to provide information about the process and drafts and to receive feedback.

ii. Develop and Implement Issue-Specific Workshops

Timeframe: Month 4 – Month 10

Description: Six workshops will be held during the two-year IRWMP Planning process. These all-day workshops will be focused on issues that are critical to the region, as determined by the Planning Committee. Examples may be climate change assessment and response, flood control, vegetation management, small community infrastructure needs, etc. The workshops will be an opportunity for regional stakeholders to learn about best practices, receive training and technical assistance from experts in the field, work collaboratively on the issues, and make recommendations for multi-benefit, integrated strategies to be included in the IRWM Plan. Stipends will be provided to cover travel costs for representatives from DACs and other low-income stakeholders who would not otherwise be able to attend.

The sub-tasks for the workshops includes:

- Subtask a. Developing resources for workshop preparation
- Subtask b. workshop expenses
- Subtask c. professional facilitation
- Subtask d. expert presenters
- Subtask e. follow-up

b. Work with DACs to establish watershed committees

Timeframe: Month 18 – Month 20

Description: The IRWM Project Manager will encourage DACs and Tribes to form watershed committees and will provide assistance in the establishment of at least 5 such committees. The goal of this task is to create sustainable representatives of DACs to have a voice and to participate in resources management planning processes, including the IRWMP planning process and other plans and projects throughout the region.

i. Provide resources to build the capacity of these committees

Timeframe: Month X – Month X

Description: Seek additional resources, including grants, which would promote and strengthen such committees. At least 2 new committees will begin operations during the period of the grant.

15. Develop Regional Coordination

Timeframe: Month 3 – Month 7

16. Develop Climate Change Vulnerability Analysis

Timeframe: Month 6 – Month 10

17. Finalize Plan

Timeframe: Month 18 – Month 20

Description: The planning firm will create a draft final document that will receive final edits by the Planning Committee prior to the adoption process. The planning firm will be available for presentations regarding the adoption of the IRWMP as necessary. The planning firm will provide an electronic copy of the final Plan in the formats requested by the Planning Committee and will also provide 250 paper copies of the Plan.

Task 2: Project Administration

Direct Project Administration includes invoicing, ensuring that tasks are completed on time and within budget, reporting and any other tasks necessary for administering the grant and managing the public process in the committees. This task will be performed by the fiscal agent.

1. Administration

Timeframe: Month 1 – Month 24

Description: This includes contracting, invoicing and all general grant administration tasks.

2. Reporting

Timeframe: Month 3 – Month 24

Description: The fiscal agent will write and submit quarterly reports to DWR, as well as a final report at the conclusion of the project period.

3. General Project Management

Timeframe: Month 3 – Month 24

Description: This task includes but is not limited to:

- drafting quarterly and final grant reports,
- overseeing the planning firm's work in drafting the IRWMP and making regular presentations to the Coordinating Committee, Planning Committee, and other groups,
- working with stakeholders to build collaborations for related projects and funding opportunities,
- attending meetings within and outside the region to discuss the South Sierra IRWMP process and coordinate with other collaborative efforts (such as the Southern Sierra Conservation Cooperative),
- developing funding and staffing mechanisms to assure a sustainable IRWMP implementation process.

4. Management of the SSIRWMP Planning Committee/RWMPG.

Timeframe: Month 1 – Month 24

Description: The Committee will be responsible for the review and approval of the IRWMP chapters and the final IRWMP plan. The committee will meet every other month for the 24-month planning period (=12 meetings).

5. Management of the SSIRWMP Coordinating Committee.

Timeframe: Month 1 – Month 24

6. Website/data management system development and maintenance

Timeframe: Month 1 – Month 24

Description: A consultant will be hired to develop a SSIRWMP website/portal. The website/portal will include

- A description of the IRWM Planning and Implementation processes
- A calendar of meetings and events related to the planning process and to other IRWM issues,
- Educational presentations on the IRWM effort and other related issues
- Current drafts of the IRWMP chapters as they are developed
- A searchable database of documents and studies linked to the IRWMP (citations and references)

The applicant, project staff and/or consultants will be responsible for maintaining and updating the website during the period of this grant.

7. Develop public education materials.

Timeframe: Month 1 – Month 22

Description: Electronic and print materials will be developed outlining the IRWMP process, its significance and benefits, and opportunities to participate.

3. Draft Storyline

The application is supposed to tell a story. The story will emphasize a series of themes and messages that emphasize what is unique about and what is important to the region. After reading the draft story elements below, consider the following questions:

A. Are there additional messages or themes that need to be conveyed?

B. Are there additional qualities and/or regional needs to identify?

1. The headwaters of the seven primary watersheds in the region provide drinking water to millions of people and irrigation water for millions of acres of agricultural land.
2. Residents and stakeholders in these watersheds also require water to live and thrive.
3. Maintaining the integrity of the watersheds and water flowing from these headwaters is essential not only for the region's residents, but also for the Tulare Lake Hydrologic Region as a whole.
4. The region needs public meetings in the small communities in the watersheds. Holding these meetings in the communities will encourage greater local support and involvement in planning and project implementation from those who live and work in the region and for those for whom travel to regular Planning Committee meetings is a hardship or logistically impossible.
5. Professional facilitation and plan writing will codify the needs, assets and stakeholder visions for the region.
6. Planning will help identify resource management strategies that will conserve natural resources, projects and their funding to address regional needs, capitalize on the assets and realize the visions of the region.
7. The region also urgently needs resources for disadvantaged communities such as infrastructure for water supply and foundational studies and reports.
8. Coordination among the existing water management entities to synthesize and coordinate existing knowledge, water management planning and implementation will enable protection and restoration of the region's natural resources.
9. The region needs information about water resources in order to adequately plan for them.
 - Planning can help bring more information from sources such as DWR and other partners to provide a basis for sustainable management efforts.
 - Planning for the region in an integrated manner culminates in a list of water management implementation projects that will further serve critical needs of communities and resources.

SELECT POLICIES FOR REVIEW

Southern Sierra IRWMP Planning Committee

December 19, 2011

The following policies are extracted verbatim from the Memorandum of Understanding, Southern Sierra Regional Entity, 2009.

2.4 Joining and Leaving the Southern Sierra IRWMP Planning Committee

Any water stakeholder organization may join the Southern Sierra IRWMP as part of the Planning Committee (see below for description). Water stakeholders could include, but are not limited to such organizations as: water agencies, conservation groups, agriculture representatives, businesses, tribal groups, land use entities, and local, state, federal agencies and private entities with an interest in the Southern Sierra. A group who wants to join the Southern Sierra IRWMP should notify the Planning Committee of their intent to join and sign this MOU to signify their good faith effort to join.

Any entity who would like to discontinue their participation in the Southern Sierra IRWMP may do so at any time. This MOU is non-binding and non-regulatory. The Southern Sierra IRWMP Planning Committee only asks that any member who wants to leave, notify the rest of the Planning Committee at which point they will no longer be a member of the Planning Committee of the Southern Sierra IRWMP.

3.1 Planning Committee

The Planning Committee is the decision-making body during the SSIRWMP formation process. In that context it will oversee and approve major programmatic decisions such as funding applications and performance measures. The Planning Committee will set the overall strategic direction for formation of the IRWMP. During the planning phase, the Planning Committee or its designated Work Groups will meet at least every other month.

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Planning Committee members agree they will strive to support the Southern Sierra IRWMP through a variety of supporting activities, which may include in-kind contributions and/or funding.

3.2 Coordinating Committee

The Coordinating Committee, appointed by the Planning Committee, is a smaller, representative group of the Planning Committee that meets between Planning Committee meetings to assist staff with process planning, recommendations for process modifications, communications, and other issues for which staff needs advice. The Coordinating Committee may also provide more consistent fiscal oversight in helping to manage the IRWMP with the fiscal sponsor. Ultimate decision-making still resides with the Planning Committee. Membership in the Coordinating Committee may change to accommodate evolving circumstances (such as changes in individual organizational capacity or participation history) by consensus of the Planning Committee. The Coordinating Committee meets every month during planning stages and then every other month thereafter. This schedule could change again during implementation planning.

The Coordinating Committee may play a role in developing substantive proposals and policy, at the request and subject to the approval of the Planning Committee, but has no decision-making authority.