

CALIFORNIA WATER AND ENVIRONMENTAL MODELING FORUM

MINUTES OF THE STEERING COMMITTEE

For March 19, 2021

(This meeting was conducted via Zoom meeting with call in number due to social distancing requirements resulting from the COVID-19 global pandemic)

Major Items	<p>The CWEMF FY 2020 business meeting will be held at the end of the next Steering Committee meeting on May 21st, 2021. [Editorial note: After adjournment, the Steering Committee subsequently agreed to reschedule the next Steering Committee meeting and FY 2020 business meeting to Friday June 11th]</p>
Action Items	<ul style="list-style-type: none">• S. Chowdhury to draft an email to announce the annual business meeting and send to ED P. Hutton to distribute to the membership.• B. Bray requested that N. Sandhu help post the business meeting date on the CWEMF website calendar.• N. Sandhu to craft policy language with respect to the use of CWEMF's Zoom account such as a code of conduct and best practices through the website subcommittee to come before a future CWEMF steering committee meeting for approval.• ED P. Hutton to respond to H. Morel-Seytoux's inquiry regarding organizational member benefits that the circumstances described wouldn't be consistent with the organizational membership status.• ED P. Hutton to send out the notification to CWEMF members about the opportunity to participate in the special issue with a focus on decision support tools for water quality.• N. Johns, S. Chowdhury, and R. Stakowski formed an ad hoc subcommittee to work with ED P. Hutton to develop broader policy language to guide the decision making for requests to forward information to CWEMF members.• Ad hoc subcommittee on CWEMF Logo to finalize a letter to informally solicit ideas from the membership with a note that, exceptional contributions will be recognized at the annual meeting to be sent to ED P. Hutton for distribution to the CWEMF membership list serve.• Workshops subcommittee to make editorial revisions to the Technical Workshop Incentive Program, discuss the proposal with the subcommittee, and return to a future SC meeting with the revised and updated proposal for approval.• Workshops subcommittee to work with ED P. Hutton to survey CWEMF members to gauge interest and provide a rough estimate of possible attendance for a workshop on ethical decision making in partnership with staff from the Santa Clara University, Markkula Center for Applied Ethics.
Parking Lot Items	<ul style="list-style-type: none">• Defining CWEMF's role in connection to model user groups and consider whether CWEMF is willing to support, and define what support means in this context, as related to model user groups.
Motions Passed	<ul style="list-style-type: none">• S. Tanaka makes a motion to accept the minutes, N. Johns seconded, passes unanimously 20-0

REFERENCES INCLUDED IN THE MEETING PACKET:

1. Executive Director's Report for the March 19, 2021 Steering Committee Meeting (Attachment 2-1 1p).
2. Secretary's Report, Draft Minutes of the Jan. 15, 2021 SC meeting (Attachment 2-2 13p).
3. Treasurer's Report, FY 2020 SC Meeting: March 19, 2021 (Attachment 2-3 1p).
4. Email from Nigel Quinn to Paul Hutton, Subject: Special Issue of Water on Decision Tools for Water Quality Management (Attachment 5-1 1p).
5. California Water and Environmental Modeling Forum Operating Policies, Nov. 20, 2019. (Attachment 5-2, 8p.)
6. CWEMF Ad Hoc Modeling Protocols Committee Steps/Timeline (Attachment 9-1 1p.)
7. CWEMF Steering Committee Meeting March 19, 2021 Subcommittee on Workshops (Attachment 10-1 1p.)
8. CWEMF Technical Workshops Incentive Program Flyer, March 2, 2021. (Attachment 10-2 1p.)
9. Attachment 1: California Water and Environmental Modeling Forum Workshop/Activity Proposal Form.
Attachment 2: Steps in Organizing a CWEMF Technical Workshop. (Attachment 10-2 1p.)
10. Proposal: CWEMF workshop on ethical decision making led by Santa Clara University, Markkula Center for Applied Ethics (MCAE), March 2, 2021. (Attachment 10-3, 2p.)

1. INTRODUCTIONS/DESIGNATION OF QUORUM

At 9:00 with 16 participants as well as 3 proxies, a quorum was declared.

2. CONSENT CALENDAR

a. Executive Director's Report

ED P. Hutton referred the SC to Attachment 2-1. Several items were noted as agenda items to be discussed later in the meeting.

b. Secretary's Report

The January 15th Steering Committee minutes were cited as Attachment 2-2 in the agenda packet. B. Bray acknowledged the members that took the time to review and provide comments. No further discussion or proposed changes were made. S. Tanaka makes a motion to accept the minutes, N. Johns seconded, passes unanimously 20-0.

c. Treasurer's Report

The Treasurer Report to the Steering Committee (Attachment 2-3) was reviewed. Treasurer S. Tanaka filed CWEMF Statement of Information with the Secretary of State; a necessary requirement every 2 years. Our organization will now be compliance with this requirement until 2023. The only major source of revenue to CWEMF were the organizational dues in FY 2020-21. S. Tanaka noted that there is an associated filing fee of \$25 that is not reflected

in the report as this fee was incurred in the past week before this meeting but after the attached report was prepared.

ED P. Hutton took the opportunity to provide an update here regarding the USGS on this topic. The USGS paid in arrears their 2020 dues. The USGS point of contact is J. Traum although he has not participated in the last few SC meetings.

N. Sandhu inquired about the status of US Army Corps (USACE) as an organizational member. Convener S. Chowdhury responds that the organization is not currently an organizational member. N. Sandhu encourages Mr. Chowdhury to make an inquiry within the organization to see if it might be feasible. Additional discussion between T. Slawecki, S. Chowdhury, and B. Geske will be taken offline to make appropriate contacts between the USACE and CWEMF.

ED P. Hutton provides a list of the organizational members: There are two large organizations, CA DWR and the USBR. There are six medium organizations, the SWRCB, the USGS, CCWD, EBMUD, MWD, and DSC. There are five private organizations, ICF, Jacobs, Geosyntech, RMA, and Woodard and Curran.

ACTION ITEMS

3. 2021 ANNUAL MEETING

ED P. Hutton opens this item with a reminder that CWEMF bylaws require one business meeting per fiscal year at minimum. Recall that the annual meeting had been pushed back from spring 2021 to June 2021. Now that the Annual Meeting has been rescheduled to October 2021, a business meeting will need to be scheduled that will not be concurrent with the annual meeting given that our fiscal year ends on June 30th. Recall, last year (2020), CWEMF was in the same situation and an annual business meeting was held in June online. In addition to setting a date for the 2021 annual business meeting, it is also time for a new officer installation. T. Kadir has graciously agreed to step into the Convener role as S. Chowdhury will complete his term as Convener. However, we need to nominate a Vice Convener.

R. Satkowski proposes to hold the CWEMF business meeting on the same date as the next steering committee meeting scheduled for May 21st. Members discussed the proposal. Key recommendations that came from discussion were to have a hard start time for the business meeting. Also consider requiring registration for the business meeting which will provide and automated contact sheet. S. Tanaka and others to table further consideration of registration and other Zoom logistics for an offline discussion.

a. Schedule Meeting Date

S. Chowdhury summarizes the proposal to combine the date of the next steering committee meeting and business meeting though conducted via separate Zoom meetings. No objections were made to the proposal.

S. Chowdhury to draft an email to announce the annual business meeting and send to ED P. Hutton to distribute to the membership. (ACTION ITEM)

B. Bray requested that the meeting also be posted on the CWEMF website calendar with N. Sandhu's help. (ACTION ITEM)

b. Officer Nominations

CWEMF Vice Convener role was discussed. Traditionally the Vice Convener role is a two-year term. The individual serving as Vice Convener typically advances to the Convener role after the two-year term; hence it works out to a four-year commitment in a leadership role. S. Chowdhury urged steering committee members to consider making a nomination or volunteering for the role. ED P Hutton emailed out a 1-page description of the role to steering committee members while the meeting was in progress. No nominations were made.

4. WEBSITE UPDATE

The website subcommittee has started meeting regularly. From the previous SC meeting, there was an action item to move forward with the recommendations from ED P. Hutton's website review.

Restructuring of the website was deemed as a major effort requiring more significant resources that was tabled for later. But there was an abundance of smaller issues that were deemed correctable or fixable in the short term. The current webmaster was contacted to review the list of smaller items for fixing or updating the website. Pending his review, he will submit an estimate of time and resources to address. These bigger items, requiring a more significant effort, are still under active discussion with the subcommittee.

Another informational item related to the website is consideration of how the site is linked to the outside world. A lot of real estate on most websites is devoted to what's new or what is going on, and what is coming up. Another idea is to have the wiki developed, with the help of TetraTech, and integrated with or as a part of the website. This is another aspect under consideration as part of the bigger picture of revising or updating the CWEMF website. Integrating the wiki with the website can allow for members to post things without needing to go through the webmaster.

There was a question whether the website subcommittee should also be responsible for some of the technology owned or licensed by CWEMF such as the audio-visual equipment purchased, the video editing software, and management of the Zoom licenses. There were no objections or requests for clarification.

S. Halie-Selassie asked about the absence of archival materials with links to go to previous annual meeting presentations or information from the website; there are no links for historical annual meetings going back many years. Are there plans to add this information back in as part of the immediate clean-up effort? ED P. Hutton noted that this issue was captured in his review and is one of the items flagged on his list. This would be one of the items included for the webmaster to include in his estimate. The archival material has not been lost, rather the website needs to be updated with the information properly linked as had been done before.

There was another inquiry from the subcommittee regarding the use of the Zoom account. There was an email that was sent to CWEMF that inquired whether the CWEMF Zoom account can be used or loaned out for workshops. Similarly, there was a question about, whether CWEMF would host user group meetings. These questions are a policy matter, which led to the question of whether this is an issue for the Steering Committee to decide.

After discussion it was decided that if a Steering Committee member is present and participating in a workshop or user group meeting, the Zoom account linked to cwemf@cwemf.org can be used as a platform to facilitate the meeting. CWEMF views the Zoom account license as an organizational license that is accessible for official business by CWEMF SC members. However, it would clearly be a violation of the terms of service for CWEMF to provide account information to a third party for their use in facilitating a meeting, workshop or event. T. Slawewski provided the relevant language from the Zoom website as follows:

A host can hold an unlimited number of meetings but only one meeting at a time.

A host subscription may not be shared or used by anyone other than the individual assigned to be the host.

Technically, S. Tanaka is the only individual designated as host as it is tied with her credit card information, however she is reimbursed from CWEMF as it is intended to be an organizational license (CWEMF does not have an organizational credit card). T. Slawewski shares the approach that his firm (LimnoTech) has taken with respect to the number of professional accounts, basic accounts, and "shared" accounts noting his correspondence with the company behind Zoom on this matter.

N. Sandhu to craft some language around how the Zoom account will be used, as well as code of conduct and best practices, through the subcommittee and will bring it to a future Steering Committee meeting for approval to ensure a clear and explicit policy. (ACTION ITEM)

A. Khan shares his experience on this topic in another organization he is a part of (Sustainable and Resilient Resources Roundtable). This organization always has a member of the steering committee co-convening that perhaps can make this work and can be successful in promoting and building community.

N. Sanhdhu closes by inviting any Steering Committee members that are interested to join the next meeting of the website subcommittee.

5. MISCELLANEOUS EXECUTIVE DIRECTOR ITEMS

a. 2021 Individual Membership Renewal

Since CWEMF has decoupled the membership with the annual meeting, our organization seems to have fewer members registering. Thus far we have 29 individual annual memberships. Also, all Steering Committee members are in good standing.

b. Hubert Morel-Seytoux's Question Regarding Organization Membership Benefit

H. Morel-Seytoux is a long-standing Steering Committee member who has not participated in recent meetings. He sent an inquiry recently about having his firm become an organizational member. His consulting firm consists of only himself, however. H. Morel-Seytoux has inquired whether the organizational member benefit can be extended to other colleagues outside of his firm? The inquiry raised some issues about the definition of an organization, and also could be precedent setting.

Because H. Morel-Seytoux sent the initial request, he has agreed to become an organizational member. The fee for a small organization is \$1,000. R. Satkowski comments that some groups explicitly define what the membership benefit is good for, such as a specified number of memberships, and that CWEMF could do the same to clarify the benefit. S. Tanaka reports that the bylaws do not include a definition of organization in this context.

After some discussion the following response was agreed upon. ED P. Hutton to respond that the circumstances described would not be consistent with the organizational membership status in that H. Morell-Seytoux's colleagues are not actual employees of his firm. (ACTION ITEM)

c. Operating Policy on email posts (Nigel's question): Attachment 5-1, 5-2

ED P. Hutton introduces the topic by directing the SC members to Attachments 5-1 in the packet. N. Quinn provides the background for his proposal. N. Quinn has agreed to serve as an editor with some other colleagues on a special issue publication with a focus on decision support tools for water quality. This is a subject N. Quinn has been working on for 20-30 years. The editorial team will be looking for enough good papers to fill the special issue. Because three on the team are in California, the special issue publication could have a slant towards water quality management in this State. There are no restrictions on page length or the number of papers that can be published as a part of the special issue. N. Quinn comments that one benefit of submitting a manuscript to a special issue is that it reduces the uncertainty of review process. With a special issue, there is an initial screening. Then the editorial committee will assist in putting together a publication that will withstand peer review. N. Quinn's request to the SC is to send an invitation to the membership to see if there is any interest in participating. With respect to this particular request, it was noted there is no financial incentive but is a great opportunity and a chance to showcase what we are doing in California. N. Quinn closed with the following comment, "good things can happen when people publish good papers... and there is a lot of talent in CWEMF."

ED P Hutton provides additional background on this topic in the bigger picture of requests for forwarding information to the CWEMF list serve. ED P. Hutton refers SC to Attachment 5-2 and points to the policies in place that help guide the type of information such as job announcements that are forwarded to our membership list serve. In the case of this particular request, while clearly something that may be of interest to our members, does not fit into the policy on the subject the matter as written because the later is too narrowly written. Hence the ED P. Hutton wanted to bring this example to address the bigger issue of needing some policy guidance on what types of information can be forwarded to the CWEMF list serve and what types of requests should be denied. While this agenda item is specific to this case, this is an indication of a broader issue that is an increasing number of requests to send other water related subject matter to the members, a potential issue of spamming our members and at some point, an administrative issue.

The consensus was to move forward with N. Quinn's request and also take action to develop clear policy for the ED P. Hutton to guide handling of requests of the use of the email list serve. (ACTION ITEM).

N. Johns, S. Chowdhury, and R. Satkowski form an Ad Hoc committee to work with ED P. Hutton to develop broader policy language to guide the decision making for requests to forward information to CWEMF members for SC approval. (ACTION ITEM)

6. CWEMF LOGO

A. Khan and A. Huber are designated to lead this discussion. A. Khan begins with providing some background information. Recall at the January 15th CWEMF SC meeting, an ad hoc CWEMF logo subcommittee was formed consisting of T. Kadir, A. Constantino, and A. Kahn. Since that time, the subcommittee has met twice, reviewed current logos and example logos from other organizations for ideas. The subcommittee found that the logo needs to reflect the mission and values of the organization. As part of the subcommittee deliberations, the mission statement was also reviewed, and some ideas discussed. The subcommittee members share (via screen share) a draft letter to send to the membership. A. Huber describes the substance of the letter as a proposed contest with financial award yet to be determined. Another option could be to send a letter or email soliciting entries without an award and might allow for more freedom to pick and choose the final version. Ideally the goal is to have a new logo design decided by the next annual meeting [in October].

A. Huber proposes a four-step process, with the last step being approval at the annual meeting. A. Constantino counters with another proposal, a more informal competition without monetary reward but more like some sort of recognition at the annual meeting. S. Chowdhury adds that the following language could be added, "exceptional contributions will be recognized at the annual meeting." Others concur with this direction. Ad hoc subcommittee on CWEMF Logo to finalize the letter that they will send to ED P. Hutton to informally solicit ideas from the membership with a note that, exceptional contributions will be recognized at the annual meeting. (ACTION ITEM)

A. Kahn provided some additional discussion. As part of the exercise in going through and reconsidering the organizational logo, the CWEMF mission statement was reviewed. He believes there are three themes or areas missing in the mission statement. The first is "data" where the second are concepts of building "resilience" and "sustainability"; in other words, connecting the reason for modeling, with a purpose. A. Khan is also looking for guidance from the SC; should another ad hoc subcommittee be formed to review the mission statement and come up with some suggestions? No further action was taken.

S. Chowdhury asks whether CWEMF or the subcommittee should solicit the assistance of a graphic designer. A. Kahn noted that was discussed by the subcommittee, however, before doing so they thought there might be members skilled in graphical design interested in working with the subcommittee. A. Huber noted that the process could start with concepts and, later, if help with the final physical design is needed, CWEMF could consider bringing in a graphic artist at that time.

INFORMATION ITEMS

7. MODEL USER GROUPS

N. Sandhu report that the Delta Modeling User Group (DMUG) had a virtual user group meeting earlier in the week with almost 50 attendees. There were several presentations. One

by Lee Bergfeld on a Delta outflow conceptual model. User group meetings are generally a good forum for such ideas. Presenters in the user group meeting also reviewed the plans for new model developments planned for DSM2 and SCHISM. A question that has come up is whether the DMUG can partner with CWEMF for posting user group presentations on the CWEMF website. No proposal was presented, and further discussion tabled.

8. INTEGRATED MODELING STEERING COMMITTEE (IMSC) UPDATE

B. Geske reports that he is looking to make a better connection between IMSC and CWEMF SC. Since the TetraTech summary documents and memos came out of the workshop efforts, the IMSC has really tried to focus in on a good strategy going forward and implementing the ideas and suggestions that came from the effort. The IMSC has had one meeting since the workshop. In that meeting an idea came up as an immediate step to take to move forward with that was to open up an online forum, like Reddit. Modelers could get online and talk about issues and ideas on the “collaboratory”, for example. In order to grow the effort from the ground up, the IMSC thought it would be a good idea for members of the modeling community to get online and start talking ideas and vision. the IMSC has formed a subcommittee of three individuals consisting of himself (B. Geske, DSC), D. Smith (USACE), and V. Sridharan (NOAA Fisheries). The subcommittee met and discussed a few different options. The Reddit platform does not look like a viable platform. However, a possibility that does look feasible so far is a platform called Discourse. The next step is to meet with the DSC executive team to secure funding to purchase access to Discourse and for a staff a position to develop and launch the forum.

In parallel to the efforts for funding, B. Geske also asks for volunteers to help expand the initial group of three individuals up to around 10 to 12 people that can be the visionaries. This advisory group would work with the new staff to code in Discourse to stand up the application. Also, to help get key members of the modeling community to be a planning community to help be a “taste tester” group, for lack of a better terminology. Some individuals in the community may be invited to participate, but if others are interested they are welcome to join. The group would be addressing questions like: what should the platform look like and what are some topic areas to organize information or content around. They are looking to grow this team to build an application and represent the modeling community who are the targeted end users. B. Geske is hopeful it can serve to archive these discussions and capture the ah ha moments so the community can better build on them and increase momentum opposed to relying on smaller incremental steps. The platform can also serve as a place to capture and share institutional knowledge. For more info members can go to <https://www.discourse.org/>.

A. Khan requests to be involved in the broader effort.

N. Sandhu describes his experience of using Discourse as more of a forum. N. Sandhu expresses his concern briefly about the platform. Discourse seems to be a good first step, but he feels that something more will be needed. There will be multiple parallel threads, but the platform may not provide focus you are looking for. N. Sandhu also requests to be a part of the discussion.

B. Geske responds that there are a lot of plugins that allow for calendar or other functions like social media feeds. The platform is all open source, so the sky is the limit. This initial effort will be focused on the forum to get the key discussions rolling. For example, take discussions about the virtual "collaboratory" where everyone seems to have a different vision for this thing. Here is the place to put in their visions. Then the folks that are implementing can build it with input for the targeted end users rather than something that they interpret as the modeling community needs. The idea is that it is a platform to build digital communities around. B. Geske also clarified that Discourse and Discord are two different platforms (they are similar but not interchangeable).

B. Geske adds A. Kahn and N. Sandhu to his team roster and will extend meeting invites to the IMSC to A. Kahn as well.

9. MODELING PROTOCOLS

R Satkowski reviews attachment 9-1 with the SC and provides an overview of the updated project schedule. With the annual meeting being pushed back to October, the schedule has been adjusted to allow more time for document development and reviews with the final step in the planning process being the presentation of the final report at the annual meeting.

10. WORKSHOPS

A. Constantino provides a report out for the Workshops Subcommittee. Attachment 10-1 lists the workshops in the planning and conceptual stages with no significant updates since the last SC meeting.

The next item taken up is attachment 10-2. R. Satkowski begins by noting in the last SC meeting the subcommittee was authorized to move forward with a proposal now titled the Technical Workshop Incentive Program (TWIP) that would provide an incentive via a scholarship to individuals or organizations that partner with CWEMF to organize a workshop. Attachment 10-2 includes the draft language to send to the membership, a draft copy of the Workshop/Activity Proposal form, and lays out some detailed guidance on the procedural steps to planning and executing a workshop.

There was a question regarding the specific language of, "up to \$400 value" as to whether we decided to be explicit about a monetary value. The following language was proposed to be inserted in its place in the first paragraph, "to attend the annual meeting". B. Bray reviewed briefly the discussion on the matter from the January SC minutes included in the packet on pages 6 and 7. R. Satkowski noted that in response to the discussion, the following language was added to the wording at the end of the paragraph near the bottom of the page. "The scholarship is valid for two years and may be transferrable." The subcommittee will take the proposal back given the discussion, will revise the wording draft accordingly, and will bring back to the SC for approval.

A. Constantino refers to attachment 10-3 that is a proposal for a workshop on ethical decision making. The concept would be a 1-2 hour workshop that is led by contacts with the Santa Clara University, Markkula Center for Applied Ethics on the proposed topic that was raised during the CWEMF annual meeting in the machine learning session. If the Steering Committee thinks it would be an acceptable workshop proposal, the next step proposed is a

survey to the membership to gauge interest and provide a rough estimate of possible attendance. The fee for the instructor's participation would run about \$1,000 per hour, however they may offer a 30-40% discount for an organization like ours. Nonetheless, there would be a cost to attend. If the Steering Committee is on board, the subcommittee would like to proceed with the survey and assess willingness to pay to attend. For those that would like to learn more about the Markkula Center for Applied Ethics, they have a website with information and slides from previous workshops that is accessible to the public.

S. Chowdhury expresses his support for the workshop concept. N. Johns asks what the past practice is, are CWEMF workshops free or there been a registration fee in the past? B. Bray responds that workshops are typically designed to be revenue neutral or err a little bit on the net positive revenue side because it takes resources to organize the workshop including registration. B. Bray voices his support for the proposal and net steps as well. S. Tanaka comments that we've also constructed workshop registration such that it is free [or discounted] to members with a fee for non-members that wish to participate. This could be another option to consider as workshop planning moves forward. S. Tanaka also voices her support for the proposal and plan to proceed.

T. Slaweki poses the following question via chat, "[l]ogistical detail question - would MCAE provide a platform or would the use CWEMF Zoom?" A. Constantino responds that this is a good question and she's not sure of the answer at this time; this would have to be one of the logistical details to work through in planning the workshop.

Workshops subcommittee to work with ED P. Hutton to survey CWEMF members to gauge interest and provide a rough estimate of possible attendance for a workshop on ethical decision making in partnership with staff from the Santa Clara University, Markkula Center for Applied Ethics. (ACTION ITEM)

11. OTHER BUSINESS

T. Kadir reports through N. Sandhu that Mark Arax has accepted the invitation as the Keynote Speaker for the 2021 Annual Meeting. CWEMF would extend the same facilitation for on-site book selling as previously agreed on.

12. NEXT STEERING COMMITTEE MEETING

The next SC meeting will be May 21st, 2021, online via Zoom with call-in/teleconference option. It was noted that the majority of this meeting will be taken up with starting preparations for the 2021 CWEMF Annual Meeting in scheduled for October.

S. Chowdhury closes the meeting by appealing to all attendees to consider stepping up to the role of Vice Convener.

13. ADJOURN – 12:02 pm

Respectfully Submitted
Ben Bray, Secretary, CWEMF

ATTENDANCE

Shyamal Chowdhury	Convener	US Army Corps of Engineers
Paul Hutton	Executive Director	Tetra Tech
Stacy Tanaka	Treasurer	Watercourse Engr.
Ben Bray	Secretary	EBMUD
Abdul Khan		DWR
Anna Constantino		FlowWest
Anne Huber		ICF
Ben Geske		DSC Delta Science Program
Chuching Wang		MWD
Greg Reis		Bay Institute
Jesse Jankowski		SWRCB
Katherine Heidel		Tetra Tech
Kijin Nam		DWR
Nicky Sandhu		DWR
Nigel Quinn		LBL/USBR
Norman Johns		DWR
Rich Satkowski		Public Member
Samson Halie-Selassie		DWR
Tad Slawecki		LimnoTech
Will Anderson		CCWD

Proxies: R. Satkowski is designated as proxy for J. DeGeorge. N. Sandhu is designated as proxy for T. Kadir. B. Bray is designated as proxy for M. Deas.

Parking Lot Items	<ul style="list-style-type: none"> • Peer Review Process - Development of peer review administrative process. • Equipment Inventory – Needs to be updated. • Storage of Documents – What and where needs to be formulated.
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