

CALIFORNIA WATER AND ENVIRONMENTAL MODELING FORUM

MINUTES OF THE STEERING COMMITTEE

For January 20, 2023

(This meeting was conducted as a hybrid meeting at Solano Irrigation District Offices in-person and via Zoom meeting online with call in number)

Action Items	<ul style="list-style-type: none">● Executive Director P. Hutton to follow up with Treasurer S. Tanaka to discuss researching possible investment options <i>e.g.</i> CD or money market options and report back to the SC.● Executive Director P. Hutton will review and update COVID disclaimer language used last year for inclusion with the registration website and email notification(s).● T. Kadir will work with Helen Dahlke on an in-memoriam poster for Mr. Hubert Morel-Seytoux and will take the lead on coordinating any in-memoriam posters for the 2023 CWEMF Annual Meeting.● J. Traum volunteers to moderate the Groundwater Grab Bag Session 34 and B. Bray volunteers to moderate Temperature Grab Bag Session 29; Executive Director P. Hutton to follow up with information including the session speakers and connect the speakers with the volunteer moderators.● Executive Director (P. Hutton) will open 2023 Annual Meeting registration including the program via email message to CWEMF members and will work with the Webmaster to get the registration page updated and active.● S. Chowdhury to notify nominators and awardee of the final decision on CWEMF awards from the Steering Committee and will provide the language for the award(s) certificate to Executive Director P. Hutton who will proceed with producing the award certificate and any necessary additional follow-up.● Executive Director P. Hutton to review prior correspondence on solicitations for CWEMF officer nominations and will send out a call for nominations for the CWEMF Vice Convener with an updated description of the role and responsibilities.● T. Kadir requests Executive Director P. Hutton to check and confirm that a 10-foot screen will be available for each room rented at Lake Natoma Inn.● N. Sandhu to work with Executive Director P. Hutton to call for a few additional volunteers recruiting from session moderators and Steering Committee member lists.● Executive Director P. Hutton to verify that Tetra Tech can provide three laptops for use at the annual meeting.● Executive Director P. Hutton to contact Greg Gartrell to offer the keynote speaker role the week of January 23 to 27 and will report back to the Steering Committee regarding the outcome.● R. Satkowski to assist Executive Director P. Hutton in developing a graphic to go with the 2023 Annual Meeting theme.
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Motions Passed	<ul style="list-style-type: none"> ● J. Medellin-Azuara makes a motion to accept the minutes for November 18, 2022, seconded by A. Huber, motion passes by unanimous vote (20-0-0). ● B. Bray moves to approve the Awards Subcommittee unanimous recommendation for the Hugo B. Fisher award, seconded by N. Johns which passes with 19 in favor, 1 abstention, and no votes against (19-1-0). ● J. Medellin-Azuara moves to approve the Logo Subcommittee’s recommended logo, seconded by J. DeGeorge, passes with 14 in favor, 2 abstentions, and no votes against (14-2-0).
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REFERENCES INCLUDED IN THE MEETING PACKET:

1. Attachment 2-1: Executive Director’s Report for the January 18, 2023 Steering Committee Meeting. 1p.
2. Attachment 2-2: Steering Committee Meeting Minutes for November 18, 2022. 10p.
3. Attachment 2-3: Treasurer's Report, FY2022 SC Meeting: December 31, 2022 (Mid-FY22). 1p.
4. Attachment 3-1: Preliminary Draft Summary of Sessions. 3p.
5. Attachment 3-2: 2023 Annual Meeting Sponsors. 1p.
6. Attachment 8-1: CWEMF Steering Committee Meeting January 20, 2023, Subcommittee on Workshops. 1p.
7. Attachment¹: Draft Annual Meeting Program and Schedule. 19p.

1. INTRODUCTIONS/DESIGNATION OF QUORUM

At 9:37A.M. T. Kadir started the meeting, followed by roll call, and declared a quorum with 7 individuals and the Executive Director (ED; P. Hutton) meeting in-person at the Solano Irrigation District meeting room, 11 individual members online via Zoom, and the following proxy: B. Bray has S. Tanaka's proxy and R. Satkowski has M. Deas's proxy².

2. CONSENT CALENDAR

- a. Executive Director’s Report (P. Hutton Attachment 2-1):

ED (P. Hutton) refers to Attachment 2-1. ED (P. Hutton) reports on his participation in an interview with a post-doctoral researcher doing a survey generally discussing the interaction of CWEMF with various other Delta organizations. ED announces that, as of the meeting, all Steering Committee (SC) members are current and up to date with respect to their 2023 dues. ED thanks the SC members for getting their dues paid and making an effort to stay current.

¹ Sent by CWEMF Executive Director (P. Hutton) to CWEMF Steering Committee January 19, 2023 as an addendum to the January 20 meeting agenda packet.

² At about 12:30P.M. towards the end of the meeting, Vice Convener J. Jankowski signs off via chat and gives his proxy vote to R. Graziano.

b. Secretary's Report (B. Bray Attachment 2-2):

B. Bray refers to Attachment 2-2, the CWEMF SC Meeting Minutes for November 18th. J. Medellin-Azuara makes a motion to accept the minutes in Attachment 2-2, seconded by A. Huber, motion carries by unanimous vote (20-0-0).

B. Bray reports out on one of the action items from the November 18 SC meeting. S. Tanaka reported that she researched the transcript feature with the Zoom license. She found that the transcript feature comes with a business license account, which has a 10-license minimum requirement. A business license cost is approximately \$2,000/year (each license is \$200/year). CWEMF's current Zoom One Pro Account has only one license with a base cost of \$150/year. The additional cost is not deemed worth the value of the additional functionality and no action is taken³.

c. Treasurer's Report (S. Tanaka Attachment 2-3)

ED (P. Hutton) provides the Treasurer report for S. Tanaka and refers to Attachment 3-2 of the agenda packet. ED (P. Hutton) relates that a federal statement of information was filed as is required annually.

ED (P. Hutton) raises the issue on the savings account balance. Interest rates are going up for the first time since 2008. He recommends keeping a lower account balance to receive more interest to the extent possible given the balance of about \$100,000 that is receiving 0.5% interest. CWEMF may want to look into CD⁴ interest rates for allocating a portion of the savings account balance, while keeping a fraction of funds available to cover typical cash flows. Historical analysis of annual cash flow patterns might be helpful to inform an appropriate reserve amount over a year. Some banks have investment ladders where the investment is spread out so that funds become available while some funds are going into the investment. The difference in interest received on the principle could be significant such as 0.4% for the amount in the savings account versus 4% for an amount allocated to a CD.

ED (P. Hutton) to follow up with Treasurer S. Tanaka to discuss researching some possible investment options *e.g.* CD or money market options and report back to the SC. (ACTION ITEM)

ACTION ITEMS

3. 2023 ANNUAL MEETING PREPARATION

ED (P. Hutton) announces that we are getting close to opening up the 2023 Annual Meeting (AM) registration. Typically a preliminary agenda is provided when registration for the AM is opened up.

³ T. Slawecki via chat adds that, "[i]f a specific need were to arise, I expect members with business licenses could host meetings on behalf of CWEMF. LimnoTech, for example, has the necessary license."

⁴ CD is an acronym for Certificate of Deposit, which is a certain type of investment vehicle.

- Venue Update (P. Hutton)

ED (P. Hutton) recaps the email vote asking for CWEMF SC to vote on approving a three-track AM versus staying with a two-track schedule. The outcome of the vote via email was approval of a three-track annual meeting with 21 affirmative votes, 1 abstention, and no votes against (21-1-0).

In terms of venue, CWEMF will rent out the Pavilion in addition to the other two rooms typically rented: the Sierra and Folsom/Natoma Rooms. The back area or extended Sierra room will not be rented out for full three-day meeting, only for one day (Tuesday April 18) to accommodate the poster session and the social at the end of the day. Last year the full Sierra room was rented out all three days to allow attendees to socially distance. It was noted that the back of the enlarged Sierra Room on Tuesday or the back of the Pavilion can be made available for in-memoriam posters.

T. Kadir asks whether there are any disclaimers or special considerations with respect to COVID. After some discussion it was decided that ED (P. Hutton) will review and update the COVID disclaimer language used last year for inclusion on the registration page and email notification for open registration. (ACTION ITEM)

T. Kadir inquires whether an email has been sent out to request any in-memoriam posters for this year. Such a solicitation has not been sent out. T. Kadir is working with Helen Dahlke on a poster for Hubert Morel-Seytoux for the annual meeting and will take the lead on coordinating any in-memoriam posters. (ACTION ITEM)

ED (P. Hutton) reports that he is in discussions with Cliff House for the business meeting reservation on Monday April 17. ED (P. Hutton) is working with a new person at the venue to make the appropriate reservation for our annual business meeting and social.

- Proposed Sessions (P. Hutton Attachment 3-1)

ED (P. Hutton) refers to the Draft 2023 AM agenda⁵ that has been vetted with the AM Subcommittee and includes their feedback. ED (P. Hutton) is looking for SC approval so the Draft program can be posted when registration is opened. ED (P. Hutton) reports that there was an overwhelming response to the call for sessions and talks from the CWEMF membership. There were so many submissions that the subcommittee felt a decision was needed to either accommodate the proposals by going to a three-track meeting, or would need to go through a process of eliminating and/or consolidating the proposals if planning were to move forward with a two-track format. There were just enough session proposals with four “Grab Bag” or mixed subject sessions to fit into a three-track format. The decision was put to the SC via an online vote and the outcome of the vote determined a preference for the three-track meeting format over the two-track format and session (see

⁵ ED (P. Hutton) sent up-to-date draft AM program to SC email list serve at 4:37PM on January 19, 2023, attachment was **2023 Draft CWEMF AM Agenda for SC Approval .pdf** (19p).

report under item Venue Update above). ED (P. Hutton) adds that he has been impressed with the proposals submitted where most submissions also included a preliminary abstract.

- Recommended Agenda

To lay out the program agenda, the topics submitted were broken up into 5 categories. ED (P. Hutton) then developed a three-track program looking to minimize overlapping sessions with similar topics. The predominant topic submitted is groundwater and integrated ground and surface water modeling. ED (P. Hutton) looked to combine individual talks into grab bag sessions by grouping speaker content that logically fit together as much as possible. ED (P. Hutton) asked the AM subcommittee to review and check for anything problematic in the initial layout. ED (P. Hutton) notes also there was some informed consideration of the potential popularity of some sessions where sessions anticipated to be more popular were assigned to larger rooms, though this expected to be less of an issue with the three-track format.

There was a question regarding how complete session proposals were and ED (P. Hutton) responded that most sessions were proposed with at least three talks, noting there were a couple with individuals listed as TBD though agencies were identified for the speaker role. ED (P. Hutton) continues noting there were a few sessions proposed with five and six speakers. ED (P. Hutton) adds that he would typically be concerned with five or six speakers in a session, however the few proposals received with as many speakers seem to be well planned and thoughtfully constructed lessening such concerns. ED (P. Hutton) plans to communicate with session moderators and emphasize the time keeping role they play in keeping the meeting on time and on schedule. The larger sessions have been slotted into the schedule such that a break or a lunch follows to lessen the impact on the overall program if these sessions end up running a little over the allotted time.

SC members express their appreciation for helping develop the AM agenda layout. ED (P. Hutton) expresses his appreciation for the memberships stepping up and doing a professional job in proposing talks and sessions for the 2023 AM.

A. Huber notes an apparent conflict where Session 9 has a talk related to Shasta Temperature⁶ with concurrent Session 11 in the same time slot that is all about Shasta operations including temperature management. Upon review and further discussion, the SC decided to trade scheduling locations for Session 9 and Session 23. ED (P. Hutton) clarifies that the session moderators would be given the finalized schedule approved by the SC and that it is possible for moderators to work out further schedule changes or so-called schedule swaps. No session moderators had expressed any preference for a particular date or time on the conference schedule with the exception

⁶ Listed as the fourth talk in session 9 titled, "TDM: Temperature Effects for Shasta TCD Operations" with USBR staff Alex Jensen giving the talk where TDM is an acronym for temperature dependent mortality.

with A. Khan with whom the ED (P. Hutton) worked with to schedule Session 3. ED (P. Hutton) commends the USBR for also stepping up in terms of the volunteer submissions for the 2023 AM.

- Volunteers for 4 Grab Bag Session Moderators

ED (P. Hutton) recalls that some members were assigned to help moderate the grab bag sessions last year, which did not work out well. ED (P. Hutton) states that two volunteers have already agreed to moderate two of four grab bag sessions, however, two additional volunteers are needed. J. Traum volunteers to moderate the Groundwater Grab Bag Session 34 and B. Bray volunteers to moderate the Temperature Grab Bag Session 29. ED (P. Hutton) to follow up and send information regarding the session speakers and put them in contact with the volunteer moderators. (ACTION ITEM)

- January Outreach/Registration (P. Hutton)

ED (P. Hutton) plans to open 2023 AM registration that will include a link to the 2023 AM program and will work with the CWEMF Webmaster to get the registration page up and email notifications sent out. (ACTION ITEM)

Starting this year, CWEMF will look to ensure all speakers and moderators register for the AM. The SC noted a few general exceptions to this rule which are invited panel members and/or the AM keynote speakers.

- Awards Subcommittee (S. Chowdhury)

Subcommittee received three nominations for the Hugo B. Fischer Award. The Awards Subcommittee met January 13 to review the nominations and develop a recommendation. The criteria for the Hugo B. Fischer Award, the nominations received, and the rationale for the subcommittee's unanimous vote on the recommendation to the SC were discussed further. There was some additional discussion of developing a rubric based on each award criteria that could be used for subcommittee members to score the nominations that could improve transparency in the selection process. All three nominations for the Hugo B. Fischer were very strong this year. ED (P. Hutton) reminds the subcommittee that any submissions received can rollover to the next year with the concurrence of the nominator. There has also been precedent established to give an award to more than one member such as to a team or a pair of individuals.

The Awards Subcommittee reports that there were no nominations for the Career Achievement Award received this year.

B. Bray moves to approve the Awards Subcommittee unanimous recommendation for the Hugo B. Fischer award, seconded by N. Johns. With no further discussion there were 0 nay votes, 1 abstention, and the remaining members voted to approve (19-1-0). S.

Chowdhury to follow-up to notify nominators and awardee of the outcome and will provide the language for the awards certificate to ED (P. Hutton). (ACTION ITEM) ED (P. Hutton) will proceed with the award certificate and appropriate notifications.

- Nominations for Distinguished Life Member Award

R. Satkowski nominates Secretary B. Bray for the Distinguished Life Member Award seconded by A. Huber.

[Secretary B. Bray leaves the room. The nomination was discussed and voted upon by SC approving the nomination.]

SC and ED (P. Hutton) request a correction to the website to update information related to the Distinguished Life Member Award *[K. Nam via chat confirms the requested correction is made to the website]*.

- Officer Candidates—Vice Convener (All)

CWEMF is still looking to receive nominations for the Vice Convener. Convener T. Kadir asks other SC members to consider the position and discuss interest in this role with other CWEMF members and colleagues. The current Vice Convener role and responsibilities were reviewed including the connection between the role and the Workshops Subcommittee⁷. J. Jankowski shares his experience as Vice Convener over the past two years.

ED (P. Hutton) adds that the current arrangement with T. Kadir as chair of the Workshops Subcommittee—given his passion and dedication to the subject—has served CWEMF well, however, in the future the CWEMF SC may need to revisit the division of labor or responsibility between the Workshops Subcommittee and Vice Convener role.

Workshops are an important function for CWEMF. CWEMF has been lucky where we have benefitted from volunteers helping with the logistics for the few workshops organized and promoted in recent years given limitations on gatherings with the COVID pandemic. However, in the future, there may be space or even a need for the Vice Convener to play a more active role in workshop planning and logistics along with the Workshops Subcommittee. Further discussion on the matter was tabled.

ED (P. Hutton) to review prior correspondence on this topic and will send out a call for nominations for the CWEMF Vice Convener with an updated description of the role and responsibilities. (ACTION ITEM)

- Screencast Recording Volunteers (N. Sandhu)

Regarding equipment for capturing audio and video (AV) recordings for the AM sessions, CWEMF currently owns three sets of the recording equipment components. In the past, one set of the components serves as a backup with the other two sets in use during the two-

⁷ ED (P. Hutton) locates the updated Vice Convener description that is screen shared as part of the meeting.

track meeting. With CWEMF now going to the three-track format, there is enough equipment to cover each track without any components available as a backup. Upon further discussion, the SC decided it would be preferred to purchase another set of the AV components to serve as a backup. The SC approved N. Sandhu for an appropriation not to exceed \$300 to purchase an additional set of screen casting AV components including any necessary incidentals such as batteries to be reimbursed through submission of receipts.

N. Sandhu comments that the equipment lanyard or necklace passed from speaker to speaker was not popular in the past few AMs, however, with AV capability included as part of the room reservations with the venue, the equipment necklace will not be needed as the audio recording can be taken off a line from the wireless PA system. N. Sandhu clarifies that he will not need a reservation to stay the night of Sunday April 16th, but will need to visit the venue the day before. ED (P. Hutton) responds that he plans to be at the venue on Sunday April 16th and will ensure N. Sandhu has the access he needs to test or verify proper functioning of any AV equipment components.

T. Kadir requests ED (P. Hutton) to confirm that a 10-foot screen will be available in each room rented. (ACTION ITEM).

N. Sandhu announces that he will need about four volunteers to assist in monitoring the equipment in the rooms at the venue during the AM. Volunteers are needed to check that the recording equipment is on and functioning at the beginning of each session and monitor the AV equipment functioning to ensure the content is captured without interruption. W. Anderson volunteers to assist as a monitor for one of the rooms. J. Medellin-Azuara volunteers to assist as a monitor on Monday April 17th. N. Sandhu to work with ED (P. Hutton) to call for additional volunteers recruiting from session moderators and SC members with some flexibility on the timing (*i.e.* day and time of day). (ACTION ITEM)

N. Sandhu is also looking for volunteers that can assist with the editing and post-processing of the AV screen capture recordings to prepare and upload the approved talks to the CWEMF website. N. Sandhu would like to turn around the recordings quickly, within a week of the 2023 AM if possible. A. Khan and B. Bray volunteer to assist with post-processing and editing. J. Medellin-Azuara adds that he may be able to get one or more student volunteers to assist if more volunteers are needed.

T. Kadir adds that the name and contact information for each designated volunteer should be clearly available in each room during the AM. In the event that something does go wrong, the point person may need to be notified quickly to resolve any potential issue in a timely manner.

N. Sandhu comments that the most frequent problem with the equipment last year where the batteries in the wireless microphones running out. It then took some time to find LNI staff to obtain, and then replace the 9V batteries, whereas we should have some batteries on hand this year in anticipation of this problem occurring again. ED (P Hutton) asks that N.

Sandhu remind him of this particular request when they meet at the venue the day before on April 16th or the morning of Monday April 17th.

ED (P. Hutton) to verify that Tetra Tech will be able to provide three laptops for use at the annual meeting. (ACTION ITEM)

ED (P. Hutton) alerts the SC that he has sought and secured assistance from other Tetra Tech staff to assist in the name tags and other general logistics for the AM.

[As a point of order, before continuing with the meeting, Convener T. Kadir alerts the SC that the meeting is likely go over the scheduled time.]

- Keynote Speaker Selection (All)

ED (P. Hutton) opens the agenda item proposing as keynote Dr. Greg Gartrell, former assistant to GM at CCWD and is now an adjunct fellow with the Public Policy Institute of California. Dr. Gartrell has broad experience in California water. Dr. Gartrell was involved with CWEMF in the early years this organization was formed and has been involved in Delta and Delta modeling issues throughout his career. ED (P. Hutton) notes that Dr. Gartrell was an early Fischer Award winner and R. Satkowski adds that he was also the first CWEMF Convener.

R. Satkowski comments that *next* year (2024) will be CWEMF's 30th year anniversary; in past decadal anniversaries CWEMF has invited back individuals that were involved with the early years when this organization was formed to attend and participate in the AM. Dr. Gartrell could, therefore, be a nice fit for the keynote next year if not this year. R. Satkowski wonder if perhaps a keynote speaker that is more directly involved with groundwater would be a better fit given the number of sessions on the topic this year. A. Khan agrees and proposes Mr. Carl Hauge. Although Mr. Hauge is no longer with the California Department of Water Resources (DWR) and may have moved out of state, he can give an amazing, historical perspective regarding groundwater management and sustainability over the past 30 to 40 years. A. Khan volunteers to be on point for reaching out to Mr. Hauge at the SC's direction. T. Kadir notes that Mr. Hauge was T. Kadir's second supervisor and agrees with the proposal. T. Kadir counters asking whether Paul Gosselin Deputy Directory on Statewide Groundwater Management may be available for the keynote. A. Khan responds that he would be willing to follow-up with Kamyar Guivetchi and others at DWR to check on his availability and willingness to speak at the SCs direction.

ED (P. Hutton) proposes some additional names for consideration. After further discussion, the SC decided to pursue the following individuals to gage their interest, (1) Greg Gartrell, (2) Francis Chung, (3) Carl Hauge. ED (P. Hutton) will begin the process by reaching out to Greg Gartrell the following week to offer the keynote opportunity that would be inclusive of travel accommodations and conference registration and would report back to the SC. (ACTION ITEM)

- Sponsors (P. Hutton Attachment 3-2)

ED (P. Hutton) refers to attachment 3-2 noting CWEMF has affirmative sponsorship commitments from seven firms and organizations. Payments have been received from four of the seven firms already. A. Huber reports that she is working on the funding disbursement with ICF, but it is a slow process. ED (P. Hutton) adds that once registration opens, the sponsors tend to get more active.

- Theme Program Cover Graphic (All)

Two themes proposed, 1. Modeling for Integrated Water Management, 2. Innovations in Modeling to Improve Resource Planning in California. The SC decided to work with the first option. If anyone has thoughts on modifying or revising the title of the theme, send your comments to R. Satkowski. R. Satkowski to assist ED (P. Hutton) in developing a graphic to go with the AM theme. (ACTION ITEM)

4. LOGO SUBCOMMITTEE (T. KADIR)

T. Kadir opens the item reporting that the logo subcommittee has met and finalized their recommendation for an updated CWEMF logo [*inset to the right*]. The logo subcommittee is looking for the SC to approve of the recommendation and move forward to the general membership at the AM for final approval and subsequent use as the official organization logo.

Unfortunately, Paul Vega could not participate in this SC meeting. Recall, that two logo alternatives were presented in the November 18, 2022 SC meeting where the subcommittee is recommending one of the final two move forward [*inset here above*]. Each logo design comes with color palette, fonts, and some alternative formatting layouts (not shown).



J. Medellin-Azuara moves to approve the logo subcommittee recommendation for the updated logo design, seconded by J. DeGeorge. There was some additional discussion clarifying the design (*i.e.* on the use of the ampersand and choice of italic font for the organizational name). ED (P. Hutton) comments that the subcommittee was delegated to work with subject matter expert Paul Vega and develop the expertise that went fairly deep in constructing the designs and forming their ultimate recommendation. The subcommittee has devoted considerable effort and worked through some difficult decisions to get to their final recommendation. The motion carries with 14 in favor, two abstentions, and no votes against the motion.

INFORMATION ITEMS

5. WEBSITE UPDATE (K. NAM)

K. Nam reports that the Website Subcommittee met. The Website Subcommittee discussed establishing a social media (SM) presence and created a twitter and LinkedIn page. K. Nam and members of the subcommittee have not yet posted content or started using the CWEMF SM accounts, but he reports that they are available for promoting the 2023 Annual Meeting. Further discussion was tabled in the interest of time.

6. MODEL USER GROUPS (K. NAM)

K. Nam reports that there was a DMUG meeting the week before on January 12th, 2023. The next DMUG has not been scheduled and is to-be-determined.

7. DSC Integrated Modeling Steering Committee (IMSC) Update (B. Geske)

[B. Geske absent -- No Report]

8. WORKSHOPS (T. KADIR ATTACHMENT 8-1)

T. Kadir reports that the IDC workshop was held with 26 people that registered and attended the two-day workshop at the new Natural Resources building in downtown Sacramento. The conference rooms were nice, however, access to the conference room itself was difficult as the room was located behind double doors with secure access making it difficult for folks to come in and out of the room freely. The workshop went well. Surveys were sent out to the participants. Four to six responses were received. They were all generally positive providing feedback on content, delivery, and the venue. Can Dogrul did an excellent job leading the workshop.

T. Kadir provides a report on other possible venues and facilities available for CWEMF to use for workshops or trainings. T. Kadir reports that he reached out to West Yost Associates and found their training venue is still not yet available to outside agencies and non-profits. T. Kadir also inquired with UCD and found that their meeting rooms are unfortunately not available for upcoming three-day workshops with IWFM in March 2023. T. Kadir and J. Jankowski further checked with the CalEPA building and found that the meeting room was available, however, the room accommodations were not sufficient to meet the needs for the workshop because of lack of screens or projectors or both. With every other option unavailable, T. Kadir and the Workshops Subcommittee will move forward with plans to use the available conference room at the California Natural Resources Building as was done for the IDC workshop.

There was a question clarifying membership requirement for the workshop. ED (P. Hutton) responds that non-members of CWEMF that wish to register for the workshop must now go through a two-step process; register for membership, then register for the workshop. T. Kadir adds that there will be a limit of about 25 participants for the IWFM workshop in

March. He is hopeful there will be enough room to accommodate everybody that wants to register and participate. Registration was opened yesterday (January 19th, 2023) via an email went out to the membership. The IWFM Workshop registration website is up and running.

T. Kadir refers back to the list of workshops on Attachment 8-1 and asks J. Traum for an update on the CVHM2 workshop. J. Traum reports that he has talked with Kirk Nelson since the last SC meeting and the date for the workshop has been pushed back. The workshop is TBD as the plans are still coming together.

T. Kadir reports that he did transfer all the CWEMF equipment to J. Jankowski with the exception of the AV recording equipment that is with N. Sandhu. J. Jankowski has the equipment securely stored at his home and is working on transferring the equipment to a small room at an offsite storage facility.

B. Bray reported on his effort to work with R. Satkowski on a feedback form or survey for participants in the CWEMF Workshop on Modeling Protocols and the Delta Science Program's Water Supply Reliability Review held back on October 27th, 2022. T. Kadir requests that the feedback be shared with the presenters.

9. OTHER BUSINESS (ALL)

T. Kadir opens with some background on a topic of interest. There were a couple of workshops conducted in collaboration with DWR and CWEMF that were very expensive and brought in some experts from out of state. To facilitate the arrangements for planning and executing these workshops, a contract was set up between DWR and CWEMF because registration fees for individual employees would exceed certain financial limits. The contract has been active and renewed for several years. The contracting office with DWR is now advising that they have to do a new contract and go through a bidding process *et cetera*. The contract is set to expire at the end of March, so this is not expected to impact DWR employees looking to attend the IWFM workshop. T. Kadir and others at DWR continue to work through the process, resolve the issue, and get a new contract in place.

10. NEXT STEERING COMMITTEE MEETING

The next CWEMF SC meeting is scheduled for March 17, 2023. The next SC meeting in March may be the last meeting with T. Kadir as Convener. This date happens to conflict with his schedule as T. Kadir has been invited to a meeting at UCD. T. Kadir hopes to attend both meetings, however, if he is unable to attend in March, J. Jankowski has agreed to chair the meeting.

11. ADJOURN – 1:20pm

Respectfully Submitted
Ben Bray, Secretary, CWEMF

ATTENDANCE

Tariq Kadir*	Convener	DWR
Jesse Jankowski	Vice Convener	SWRCB
Paul Hutton*	Executive Director	Tetra Tech
Ben Bray*	Secretary	EBMUD
Shyamal Chowdhury*	Past Convener	US Army Corps of Engineers
John DeGeorge*		RMA
Abdul Khan		DWR
Norman Johns		SWRCB
Rich Satkowski		Public Member
Will Anderson* ⁸		CCWD
Anne Huber*		ICF
Nicky Sandhu*		DWR
Katherine Heidel		Tetra Tech
Jon Traum		USGS
Kijin Nam		DWR
Tad Slawecki		LimnoTech
Greg Reis		Bay Institute
Josue Medellin-Azuara*		UC Merced
Regina Graziano		SWRCB

**Indicates in-person attendance.*

Proxies: B. Bray is designated as proxy for S. Tanaka and R. Satkowski is designated as proxy for M. Deas. Near the end of the meeting at approximately 12:30P.M. Vice Convener J. Jankowski signs off and gives his proxy vote to R. Graziano.

⁸ W. Anderson joined the in-person meeting being held at SID offices at 10:13 AM.