



Wetlands Regional Monitoring Program Steering Committee Meeting NOTES

Sept 22, 2022 10:00 AM - 12:00 PM

Meeting Attachments

- [Welcome packet for new Steering Committee members](#) (for reference)
- [6/23/22 Steering Committee Meeting Minutes](#)
- [Proposed Charter Revision](#)

Steering Committee Members and Alternates: Sandra Scoggin (Chair, SFBJV), Erika Castillo (Vice Chair; Alameda County Mosquito Abatement), Brenda Goeden (BCDC), Brian Meux (NMFS), Deja Gould (Confederated Villages of Lisjan), Erin Chappel (CDFW), Jesse Mckeen-Scott (Save the Bay), Jonathan Cordero (Association of Ramaytush Ohlone), Mike Chotkowski (USGS), Stacy Sherman (CDFW), Steve Detwiler (USFWS), Stuart Siegel (SF Bay NERR), Sarah Firestone (USACE), Dave Halsing (SBSRP), Renee Spent (DU), Luisa Valiela (US EPA), Christina Toms (Water Board; WRMP TAC Chair)

WRMP Staff: Alex Thomsen, Carmen Zamora, Heidi Nutters, SF Estuary Partnership (SFEP); Donna Ball, Caitlin Crain, Melissa Foley, Cristina Grosso, Tony Hale, SF Estuary Institute (SFEI)

Other Attendees: Nikki Roach (SFBJV), Todd Hallenbeck (BCDC; WRMP TAC member), John Bourgeois (Valley Water; WRMP TAC member)

Decision Items

- Meeting minutes for the 6/23/22 Steering Committee meeting were approved.
- Charter Revisions did not come to a consensus. Revised approach for consensus:
 - Following the September 22 Steering Committee meeting, after consultation with Sandra Scoggin and Erika Castillo, **we request an email-based consensus vote on the WRMP Charter**. This document was considered at the June 23 and September 22 Steering Committee meetings. Additional edits were made to the Charter and reviewed by the Chair and Vice Chair. These include:
 - Section 2 - Guiding Principles was revised to clarify intended end-users of the WRMP
 - Section 4.2 - Decision Making Procedures was revised to make clarifications to the consensus process
 - Section 5 - Section was renamed "Administering and Collaborating Entity" and revised to clarify these roles. The Glossary was also updated with definitions of these terms.

For review: [Clean version of the Charter](#) and [Track Changes Version](#). Both are closed for further edits - but if you have comments please provide those in the form below.

We now request your final review. Please complete the Form with your response by 10/31/22: <https://forms.gle/QJMyRS8kdirXUjPW8>. Since this is a consensus item, we

require a response from each and every Steering Committee member. If you have additional comments, please enter them in the form as well. Feel free to reach out to Alex Thomsen (alexandra.thomsen@sfestuary.org) if you have additional questions.

Action Items

- Review Charter Revision over email. See above.
- BCDC has put out an RFP for a facilitator who works in the open standards for conservation practice trained facilitator. Applications opened last week. If you know anyone in this category that would be interested let them know to apply.
- The Consensus Building Institute will give an update at the December SC on the Regulatory Needs Assessment
- Let Sandra (sscoggin@sfbayjv.org) know if you would like to place your order for a hard copy of the San Francisco Bay Joint Venture implementation strategy. It will be available online in early October.
- Next SC meeting will be December 13th, 1-3pm

Agenda

1) Welcome, Project Update, Announcements

Announcements

- Jesse Mckeen Scott is standing in for Jessie Olson from Save the Bay
- Nikki Roach is the new SF Bay Joint Venture Policy and Communications Coordinator.
- Caitlin Crain is the new WRMP Lead Scientist for the San Francisco Estuary Institute.
- Steve Detwiler is standing in for Jana Affonso as the FWS representative for today's meeting.
- Christina Toms is standing in for Xavier Fernandez as the Water Board representative for today's meeting.
- BCDC, SFEI, and SFBJV have applied for a grant that supports beneficial reuse of dredge sediment policies, coalition building, road map development, and finance strategy — grant was finally awarded. BCDC admin staff is working on getting a contract to begin the project.
- BCDC has put out an RFP for a facilitator who works in the open standards for conservation practice trained facilitator on their website and on the Department of General Services (DGS) website. Applications opened last week. If you know anyone in this category that would be interested and would like to apply that would be great on the proposal end.
 - Link from BCDC's website for the facilitator RFP for the Sediment for Wetlands and Adaptation Project: <https://caleprocure.ca.gov/event/3820/0000024627>
- Dave: On October 8 the National Wildlife Refuge is celebrating its 50th anniversary in Fremont.
 - On the same day, is the Day on the Bay that's happening at the Alviso Visa Marina and the third event happening on that same day is the SF Bay Bird Observatory is doing a plover habitat enhancement volunteer work day at Edens Landing

- Sandra: The SFBJV expects to release the updated San Francisco Bay Joint Venture implementation strategy by early October. Initial release will be available online only, but let Sandra (sscoggin@sfbayjv.org) know if you would like to receive a printed hard copy.

Project Update

- Regulatory Needs Assessment: April 2022-April 2023.
 - The Consensus Building Institute (CBI) and SFEP are currently analyzing regulatory needs that can be served by WRMP science and will provide an update at the December SC meeting.
- The Administration Workgroup met on September 1st.
 - Updated Letter of Support process: Updated google form and an informational document on the WRMP website [Resources page](#).
 - Highlights include: requesters can specify which committee they are seeking support from. Letters are signed by Chairs and Vice Chairs. SC and TAC rosters are included for reference. Lastly, there is a 2-week turnaround time needed for letter requests.
- People and Wetlands Workgroup (WG) Update
 - This WG will develop priority monitoring questions, indicators and monitoring protocols and standards associated with human connections to wetlands.
 - Kick off meeting will be held on October 19th. Contact Alex Thomsen if interested in attending (alex.thomsen@sfestuary.org)
 - Guided by [Guiding question #5](#).
 - An equity consultant will be designing focus groups for external input sessions that will provide additional input to the WG. These external meetings are optional for WG members
 - Currently reviewing proposals for Equity Consultant. Their work will include a stakeholder assessment, engagement plan, and equity strategy for the WRMP.
- Communications Update:
 - Carmen is drafting the Fall 2022 WRMP Newsletter.
 - Carmen is also working on a communication needs assessment. Survey related to the needs assessment went out over the summer. The results from the survey will be presented at the December SC meeting.
 - WRMP Summer 2022 Newsletter: <https://www.wrmp.org/wrmp-summer-newsletter-check-out-what-the-wrmp-has-been-working-on-in-2021/>
 - SOP blog post: <https://www.wrmp.org/sop-blog/>

2) Approval of [6/23/22 Steering Committee Meeting Minutes](#)

- Approval of meeting minutes: Approved

3) [WRMP in the Estuary Blueprint](#)

- Recent update to the Blueprint was the result of a two year process involving input from 200 partners.
- Look on [SFEP website](#) for ongoing updates.
- The 2022-2027 Estuary Blueprint is a 5-year, collaborative planning document.
- 25 priority actions - 1 being the Wetland Monitoring Action (Action 8) is focused on implementing the WRMP.
- Comments:
 - Rachel Klopfenstein from the Delta Science Program reached out to Christina Toms about the WRMP for their workshop they are having in October about integrating social science and natural sciences. Hopefully the WRMP is able to engage at the Delta Science workshop.
 - The WRMP is seen as a science partner that integrates across a broad range of sciences, including social sciences.

4) [Charter Revision Proposal](#)

Summary of Changes made before the meeting

- Updated the definition for “Native American Tribes” in the Charter glossary.
- USGS suggested adding a goal statement discussing actionable science.
- The implementing Entity section does not include other funding entities (other than SFEI and SFEP) that complete core work for the WRMP. Therefore, a sentence to acknowledge those entities was added.
- The term limits for both TAC and SC Chairs and Vice Chairs were defined clearly as a minimum of 2 years and maximum of 5 years.

Changes made during the meeting

- In the Guiding Principles there is no reference to assisting the regulatory agencies and getting their monitoring needs met. There was a suggestion to add language from the Estuary Blueprint Action 8 into the guiding principles of the Charter. This language was added during the meeting.

Suggestions Considered

- A suggestion was made to give the TAC a minimum of a week to two weeks time frame for the review of documents.
 - TAC Chairs state they have meetings every 6 weeks where they have discussions on items and usually do not expect a consensus until details have been looked at in depth.
- In the Guiding Principles section, there was a suggestion to add an “and” in between “Monitoring Recommendations” because sometimes coordinating monitoring is going to be itself a regulatory requirement. It acknowledges that the monitoring itself might be required by regulators.
- The term “end users” needs to be more explicit on who these people are throughout the Charter. The language leaves out funders/funding entities and regulatory agencies.
 - Section 5: Implementing Entity: Who is really going to be doing hands-on monitoring beyond SFEI? Suggest acknowledging these groups in the glossary and in Section 5. NERR and USGS don't meet the definition of the Steering Committee membership categories.

Next Steps

- In interest of time, this can be taken to another setting and get the last details finalized for later consensus because the Charter is an internal iterative document that we can change at any time.
- The Charter Workgroup will discuss a proposed process with the SC Chair and Vice Chair. Keep a lookout for an email by SFEP staff.

5) Data Management System and Data User Testing Update

- This presentation is to brief the SC on the development of the Geospatial Data Portal and the approach to user testing prior to its launch.
- The target audience for this Data Management System is similar to what is defined in the Charter.
- The Geospatial Catalog will collect new data and legacy data but this System does not perform analysis, calculations, impacts, and does not qualify or quantify data.
- This System has received feedback from the TAC on a list of subregions and topics that will be included in the data catalog. The option to add unrestricted keywords has also been added based on TAC feedback.
- The Beta Testing workshop will occur on November 1st, 2022. SC members are welcome to attend. If you are interested, contact Sandra Scoggin sscoggin@sfbayjv.org or Tony Hale tonyh@sfei.org
- Questions/comments:
 - Will there be support or someone to harvest the metadata and move it over to be in this tool? Or is everyone going to do it themselves?
 - There is no automated way to add metadata over.
 - As there will be a lot of highly valuable "legacy" data, what is the plan to fund its ingestion? Getting legacy data into basic utility format can be time consuming.
 - Could we seek funding for data entry for legacy projects?
 - There is no funding for that but we would like to include this in the future as funding is coming in.
 - *Chat: Stuart is right on this. The SBSP Restoration Project has a ton of our project's legacy data, and Tony and his team have set up a similar data catalog for us, but we've struggled to allocate staff time / resources to populating it and doing a detailed test case and use. And that's just with our own data; let alone outside data.*
 - We are also developing a Data Management Plan and will include a section on next steps for identifying and entering legacy datasets.
 - *Chat: One other comment on data portal - the "end users" of the portal committed funders. Given the very large amount of state and federal funds hitting, they are an important end user. They themselves may not dive into the portal but others may well want to use the portal to advocate for funding.*
 - Tony will convene with TAC to help make the determination on the best way to prioritize the legacy data sets from congestion.

- Contact tonyh@sfei.org for more information

6) TAC Update

- This discussion will give a TAC Update on the monitoring site network memo, fish and fish habitat SOP, and upcoming working groups.
- The TAC has been working on a memo that builds upon the benchmark site network that was designated in 2021. It proposes 5 high-priority networks around 5 benchmark sites to establish in the near term.
- Each subregion of the Estuary is represented in the network but not all.
- Building this network around the key near term science priorities (i.e. assessing the influence of watershed flow of freshwater sediment). The TAC will review the memo at the October 6th TAC meeting.
- This discussion will be brought to the SC by the end of the year.
- The TAC is rescheduling their end of the year meeting.
 - *Chat: Could I humbly request that I see the draft memo at the same time the TAC is seeing it?*
 - Yes, anyone from the SC can request documents. Send an email to Christina Toms christina.toms@waterboards.ca.gov.
- The FFH SOP is wrapping up and will hopefully have it ready by the end of the year. Levi and Ali are finalizing the writing.
- The TAC is also starting to establish a Vegetation Working Group recognizing the vegetation and elevation are two of the key remote sensing indicators that the TAC decided to prioritize.
 - The kick off meeting is next week. Contact Christina Toms (christina.toms@waterboards.ca.gov) or Donna Ball (donnab@sfei.org) to learn more.
 - This WG will establish a combined SOP on Level 1 and Level 3 vegetation monitoring.
- Christina Toms met with the Joint Venture: Ongoing effort on how to align WRMP indicators with the State of the Birds work.
- The TAC plans to establish an elevation working group (Level 1 and Level 3 indicators for elevation) maybe by end of year or next year that will be closely tied to the Vegetation Workgroup and indicators 1 and 3.

NEXT SC MEETING

- Next SC meeting will be December 13th 1-3pm