



SACRAMENTO - SAN JOAQUIN
DELTA CONSERVANCY

3500 Industrial Blvd.
West Sacramento, CA 95691
<http://www.deltaconservancy.ca.gov>

Action Items and Meeting Summary

Background

Action Items and Meeting Summary from Conservancy Board meeting on November 3, 2010

List of Attachments

Attachment 1 – Action Items and Meeting Summary

Contact

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DELTA CONSERVANCY

**Action Items and Meeting Summary
for the November 3, 2010, Board Meeting
at
3500 Industrial Blvd., West Sacramento, CA**

ACTION ITEMS

1. Effective January 2011, board meetings will change to the third Wednesday of the month. Staff and Board will update calendars.
2. Staff will notify the North Delta Water Agency of the change in the meeting dates.
3. Staff will notify Board of any changes in the Executive Officer exemption request to the State's hiring freeze.
4. Staff will invite representatives from Delta Stewardship Council (DSC), Delta Protection Commission (DPC), and the Bay Delta Conservation Plan (BDPC) to provide updates at the December 1 meeting.
5. Staff will research and propose a resolution to expand the Interim Executive Officer's delegated authority to include submitting grant applications.
6. Staff will research and propose a resolution to provide workers compensation coverage for volunteers.
7. Staff will draft a letter to the DSC for the Chair's signature, encouraging the Early Actions Committee to consider the Conservancy's interests when considering proposals.
8. Staff will pursue strategic plan approach as discussed in meeting and will schedule meetings for newly formed strategic plan committee. Discussions will include a review and response to DSC's Ecosystems White Paper.
9. Staff will confirm DSC's process to receive Conservancy's comments on white papers.
10. Staff will continue to refine budgets for fiscal years 2010-2011 and 2011-2012 in anticipation of submitting a Spring Finance letter.

MEETING SUMMARY

1. Call to Order

The meeting was called to order at 9:05 a.m., November 3, 2010, by Chair Mary Piepho.

2. Flag Salute

Chair Mary Piepho led the flag salute.

3. Welcome and Introduction

Chair Mary Piepho asked Board members and audience members to introduce themselves.

4. General Public Comments

There were no general public comments.

5. Roll Call

Roll call was taken and a quorum was established. The following Board Members were present for the meeting: Chuck Bonham, Karen Finn, Mike Eaton, Mary Piepho, Jim Provenza, Jessica Pearson, Dan Taylor, Ken Vogel, Eddie Woodruff and Jimmie Yee. The following liaison advisors were present: Jessica Davenport, Steve Chappell, Mark Wilson, and Paul Robershotte

6. Consent Calendar Items

Before voting on Consent Items, the Board requested two clarifications from Counsel. First, can board members support minutes of meetings they had not attended? Yes, there is no legal reason not allowing that. Second, can action be taken without 10 days notice? Not without some form of notification. Because the agenda contained text stating "all items appearing on this agenda, whether or not expressly listed for action, may be deliberated upon and may be subject to action." action was possible. The Board approved the consent calendar items by unanimous vote.

7. Executive Officer's Report

Conservancy Meeting Date Change. Staff presented the third Wednesday and first, second, or third Fridays of each month as possible alternate monthly meeting days for the Conservancy. The Board discussed and approved by unanimous vote to change the Conservancy meeting dates to the third Wednesday, meeting times remain unchanged. Staff will notify North Delta Water Agency of the meeting change.

Conservancy Staff Hiring. No new information has been received regarding the Executive Officer's exemption request. When staff receives any change, the Board will be notified via email.

Headquarters Search. Staff will begin touring possible headquarter sites on Friday, November 5. DSC provided the Conservancy a good assortment of office furniture and office equipment which will save the Conservancy money in establishing new offices.

CEQA Responsibilities. Work with Counsel in developing CEQA guidelines is almost complete and will be available for action at our next meeting.

Revised High-Level Planning Calendar In lieu of reviewing the Planning Calendar, staff suggested the Board review the next meeting's agenda which will focus attention on upcoming issues and presentations and allow an opportunity for members to suggest additional items they want covered.

For December's meeting, staff will invite representatives from DSC, DPC and the BDCP to update the Conservancy on their planning efforts. Staff will review policy on providing Workers Compensation for volunteers, both board member and staff volunteers. Staff will research potential costs and work with Counsel to develop a resolution which will meet our workers compensation provider's needs.

In moving forward with funding research, the Interim Executive Officer will need permission to apply for grants. Staff will research and develop a resolution for Board approval to expand the Interim Executive Officer's delegated authority to apply for grants.

8. Delta Planning Efforts

Staff reviewed and commented on DSC's Ecosystems White Paper which, when completed, will go into the Existing Conditions section of the Delta Plan EIR. On December 8, DSC's White Paper Work Group is meeting to receive public comment on the five white papers released. On November 18 the BDCP will release their draft plan; DSC will review it at their meeting on November 19. The next step in the Delta Plan will be to issue a Notice of Preparation in December, conduct scoping meetings in January and public workshops in February.

The Delta Habitat Initiatives Managers Team, also known as the "Big Tent", is tracking all past, present, and future habitat restoration projects at Federal, State, local and private levels to create an ecosystem and conservation blueprint. Gail Newton, DWR, is acting as lead to compile information, maps, spreadsheets, etc. They meet on the second Thursday of each month and have met three times.

Regarding the DSC's Early Actions proposals, Member Jim Provenza requested a letter of support from the Conservancy for several Early Action proposals submitted by Yolo County and up for consideration at the Early Action Committee meeting on

November 5. He also suggested we include other proposals the Board felt merited Conservancy support. Questions arose regarding the basis for providing support, as the Conservancy does not have a strategic plan in place. It was suggested we could send a letter expressing the Conservancy's desire to have its purpose and principles related to our mandate considered as part of the Early Actions process. The question was also asked, do we have adequate staff to provide review and analysis on all Early Action proposals? Chair Piepho pointed out that the hiring freeze makes the Conservancy limited on what it can do. Staff shared that with limited resources and time, they had identified a couple of regional Early Action proposals that warranted continued observation including the Delta Wetlands Project and the Delta Multi-Hazard Coordination Task Force Emergency Preparedness Recommendations proposal. Several board members expressed reluctance to support specific Early Action proposals due to lack of information on which to base decisions. This led to a discussion regarding the Conservancy's strategic plan and the need to accelerate the strategic planning process. Member Provenza stated that we are a primary state agency representing habitat projects, and while he agreed we should have a strategic plan, he re-iterated the need for action now. Liaison Advisor Mark Wilson expressed concern that the Conservancy may become irrelevant if it refuses to act until a strategic plan is in place. For the letter of support, member Provenza requested referencing two Early Action proposals as examples of the type of projects that fall under the Conservancy's mandated objectives and should be considered by the Early Actions committee. These proposals included the "Westside Option" and implementation of the Delta Multi-Hazard Coordination Task Force recommendations. Concerns were discussed regarding including only two Early Action proposals in the letter, but it was decided the basis of our letter should focus on the Conservancy's mandated mission and principles and the need for these to be considered by the Early Actions Committee in its recommendations. Members weighed in on the risk of not asserting authority on this opportunity. Again, it was reiterated that the need to complete our strategic plan is urgent.

A motion was made and passed unanimously directing staff to draft a letter from the Board for Chair Piepho's signature and for staff to provide this letter to the Early Action Committee for their meeting Friday, November 5. (see Conservancy Correspondence)

Friday, November 5, is the last hearing on the Early Actions. At this point about 12-13 Early Actions submitted by local governments have been identified. Early Actions may be reviewed again prior to the completion of the Delta Plan.

The Board also asked that the Ecosystems White Paper be reviewed on how it relates to the Conservancy's mission. It was suggested the Strategic Plan Advisory Committee conduct the review. The Board agreed to move on to the Strategic Planning Process agenda item to complete the discussion on the Ecosystems White Paper review.

9. Strategic Plan Process

Staff requested two Action Items be discussed and approved to implement the Strategic Plan: 1) appoint a board committee to work with staff, and 2) approve a plan on which to move forward.

The Strategic Plan proposal includes four phases:

- 1) Develop an organizational work plan identifying our co-equal responsibilities incorporating the plans, timelines and roles of the numerous Delta-related entities, such as BDCP, DPC, DSC, etc.
- 2) Develop the 'philosophical' components including the mission, vision and values statement and start to prioritize.
- 3) Involve stakeholders in a series of workshops to detail the action items and bring back a plan to the Board for approval;
- 4) And to wrap up the process by identifying performance measures, finalizing a report and presenting a strategic plan draft to the board and to the public for comments.

This 4-phased plan offers flexibility to work within resource limitations, allows time for the Executive Officer to get on board, and provides time for the adjustment to new Administration changes.

Counsel clarified that Non-voting Members and Liaison Advisors could participate on the committee.

Concerns were expressed about the proposed timeline for phases 1 and 2 and that March is too long to wait for the mission, vision and values statements phase to begin.

Counsel clarified that the 6-8 months that it make take for Office of Administrative Law to review the plan as a regulation, should not be part of the requirement that the plan be done two years after an Executive Officer is hired.

The Board discussed if the Conservancy could use an "interim" strategic plan, to allow the Conservancy to take actions. They expressed an interest in hearing how other conservancies got started.

Ken Vogel, Jim Provenza, Mike Eaton and Chuck Bonham volunteered for the committee.

Steve Chappell volunteered to assist with the policy review component (Ecosystem) of the committee and agreed to be on the committee. It was agreed that if the policy review component of the committee become overwhelming, the committee would ask for a policy review committee to be formed.

Robin Kulakow, who was unable to attend the board meeting, contacted staff afterwards to volunteer to also serve on this committee.

A motion was made and passed unanimously to form the Strategic Plan Advisory Committee, with board and staff, and to move forward on developing a 'fast-track' strategic plan, incorporating the public policy component.

10. Budget Plan Report

The Conservancy has realized an approximate \$138,000 salary savings this year that can be used for the strategic plan, but next year we will be up against our baseline and in need of other funding. Staff will provide a budget update including how next fiscal year will look and direction on how to move forward on the "spring letter" to the Department of Finance requesting additional funds to support our mandated goals. Member Provenza asked that the Strategic Plan Advisory Committee look at budget issues in preparation for next year and develop a short list of costs.

11. Funding Sources Report

Staff reports they are not finding funds for operating costs, other than the water bond, now not a possibility until the 2012 ballot. A few deadlines for funding opportunities were missed. Staff continues its work with Senator Feinstein's office in search for available funding and will pursue opportunities as they arise.

12. Executive Officer Recruitment Report

The Executive Officer Recruitment Advisory Committee met on October 21 and reviewed CPS's first tier and second tier application recommendations and found several good candidates. It was decided to re-open the position for two weeks to have a larger candidate pool from which to select. On November 15, new candidates will be reviewed and the interview process will be finalized. Preliminary interviews will be held November 30 and the afternoon of December 1. The committee will select 2-3 candidates to bring to the full board on the January 19 Board Meeting.

13. South Sacramento Habitat Conservation Plan

Jennifer Buckman provided an overview of the South Sacramento Habitat Conservation Plan's process and draft plan, eighteen years in development. The Working Draft Document is on their website, www.southsachcp.com. Comments may be directed to Michelle McCormick, m.mccormick@circlepoint.com.

14. Public Comments

There were no public comments.

15. Adjourn

The meeting adjourned at 11:50 a.m. The next meeting is scheduled December 1, 2010.

Respectfully submitted on November 12, 2010

Susan Roberts

Board Liaison, Sacramento-San Joaquin Delta Conservancy