



RUSSIAN RIVER WATERSHED ASSOCIATION
TECHNICAL WORKING GROUP MEETING
October 8, 2013, 9:00 AM – 10:30/11:00 AM
Windsor Town Council Chambers
9291 Old Redwood Highway, Windsor, CA 95492

A G E N D A

1. Greetings and Introductions

2. Update on September 25, 2013 RRWA Board Meeting

- Guest Speaker Valerie Minton, Sonoma Resource Conservation District - Water Quality Credit Trading in the Laguna de Santa Rosa
- North Coast Zebra and Quagga Mussel Consortium Memorandum of Understanding (MOU) – Board action: Technical Working Group (TWG) and member agencies review DRAFT Prevention Plan
- Work Plan Amendments
 - Sebastopol approved as a new member agency of RRWA
 - Mendocino County approved as a new member agency of RRWA
 - Safe Medicine Disposal hauling added for Ukiah
- 2014 Board meetings scheduled: Feb 27, Apr 24, July 24, Sept 25, Dec 11

3. RRWA Project Updates

- Outreach Strategies
 - Environmental Column
 - i. September – thank you Rohnert Park (Eydie Tacata) – Clean up after paint
 - ii. October – thank you Ukiah (Rick Seanor) – Single-use bags
 - iii. 2013 Schedule:
 - 1. November – Sonoma County Waste Management Agency (SCWMA) (Lisa Steinman) – Environmentally-Friendly Holiday Season
 - 2. December – Cloverdale/Sonoma County Water Agency (SCWA) (Craig Scott/Ann DuBay) – Erosion Control
 - 3. Review range of topics for 2014
- Video Contest topics - initial discussion and schedule
- North Coast Integrated Regional Water Management Plan (IRWMP) update
- Phase II Stormwater Permit Program
- Safe Medicine Disposal Program update
 - Special Collection Event totals
- Urban Creek Care Guide update
- Russian River-Friendly Landscape Guidelines update
- Review North Coast Zebra and Quagga Mussel Consortium MOU and DRAFT Prevention Plan

4. 2014-2015 Work Plan

- Executive Director Services - review current level of effort
- Project discussion - General Benefit Projects, Special Benefit Projects
- Schedule

The Russian River Watershed Association complies with ADA requirements and will attempt to reasonably accommodate individuals with disabilities upon request.

Please contact Virginia Porter at (707) 833-2553 with any questions.

5. Forum and Advocacy

- Update on lunch meeting with Regional Water Quality Control Board (RWQCB) staff September 23, 2013
- Next lunch meeting with RWQCB staff scheduled for December 2, 2013
- Statewide Industrial General Permit
- Discussion of potential future advocacy items

6. Future Meetings and Agenda Items

- TWG meeting schedule:
 - November 12, 2013
 - December 10, 2013
 - January – skip meeting
 - February 11, 2014 (final Work Plan review)
 - March – skip meeting
 - April 8, 2014
 - May – skip meeting
 - June 10, 2014
- Board of Directors
 - 2013 Board Meeting Calendar
 - i. December 12 - North Coast RWQCB Executive Officer Matt St. John - dialogue with RRWA Board; Election of 2014 Board officers; Review 2014-15 Work Plan
 - 2014 Board Meeting Calendar - Feb 27, April 24, July 24, Sept 25, Dec 11

7. Items of Interest/Networking re Successes

8. Public Comment

9. Adjourn

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SUMMARY

(Prepared by Virginia Porter and Daria Isupov, RRWA staff)

1. Greetings and Introductions (9:00 AM)

Attendees

Virginia Porter – RRWA	Forest Frasier – City of Santa Rosa
Daria Isupov – RRWA	Heaven Moore – City of Santa Rosa
Abbey Stockwell – County of Mendocino	Rick Seanor – City of Ukiah
Ann Torrez – SCWA	Eydie Tacata – City of Rohnert Park
Ann DuBay – SCWA	Patrick Givone – Town of Windsor
Lisa Steinman – SCWMA	Colleen Hunt – NCRWQCB
Terry Macute - SCEHD	Arthur Deicke – Member of the public
Teresa Gudino – City of Santa Rosa	

2. Update on September 26, 2013 RRWA Board Meeting - Virginia Porter (RRWA) provided the update:

- Guest Speaker Valerie Minton, Southern Sonoma Resource Conservation District - Water Quality Credit Trading in the Laguna de Santa Rosa
- North Coast Zebra and Quagga Mussel Consortium Memorandum of Understanding (MOU) – Board action: Technical Working Group (TWG) and member agencies review MOU and DRAFT Prevention Plan
- Work Plan Amendments
 - Sebastopol approved as a new member agency of RRWA
 - Mendocino County approved as a new member agency of RRWA
 - Safe Medicine Disposal hauling added for Ukiah
- 2014 Board meetings scheduled: Feb 27, Apr 24, July 24, Sept 25, Dec 11
 - Virginia Porter informed the group that the Board requested a key to the acronyms used, so we will be changing meeting agendas and minutes to always define acronyms upon first use.

3. RRWA Project Updates

- Outreach Strategies
 - Environmental Column
 - i. September – thank you Rohnert Park (Eydie Tacata) – Clean up after paint
 - ii. October – thank you Ukiah (Rick Seanor) – Single-use bags
 - iii. 2013 Schedule:
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 2. December – Cloverdale/Sonoma County Water Agency (SCWA) (Craig Scott/Ann DuBay) – Erosion Control
 3. January – *Need author*
 4. February – Healdsburg (Rob Scates) – How a Wastewater Treatment Plant (WWTP) Works

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5. March – Windsor (Cristina Goulart) – Water Conservation Through Home Maintenance
6. April – SCWA (Brad Sherwood) – Quagga and Zebra Mussels
7. Review range of topics for 2014
 - Ann DuBay (SCWA) suggested the topic of marijuana growing operations and their impact on water quality.
 - Heaven Moore (Santa Rosa) suggested another look at the Stormwater Survey for more topic ideas.
 - Colleen Hunt (NCRWQCB) suggested trash impacts in the watershed as a topic.
 - Abbey Stockwell (Mendocino County) volunteered to write a column on Low Impact Development (LID).
 - Heaven Moore suggested a refreshed column on cigarette butts. It is a timely topic because Santa Rosa recently received a Keep America Beautiful grant.
 - Lisa Steinman volunteered to write a column on motor oil.
- Video Contest topics - initial discussion and schedule
 - Ann DuBay suggested trash as the topic. High school campuses and surrounding areas are highly impacted by trash and it may be an effective outreach tool.
 - Colleen Hunt said the State Board initially designated K-12 schools in the Phase II General Permit because they are high trash-generating zones but the designation did not stand.
 - Lisa Steinman suggested a recycling component to the trash topic.
- North Coast Integrated Regional Water Management Plan (IRWMP) Update
 - North Coast Resources Partnership Conference is scheduled for Oct 2-4, 2013 in Fortuna.
 - Virginia Porter announced that RRWA's sponsorship admission was provided as a scholarship admission to a student.
 - North Coast was recommended to receive its full funding request from the Prop 84, Round 2 implementation grant program.
- Phase II Stormwater Permit Program
 - Daria Isupov summarized the recent Phase II forum and requested that Phase II agencies provide stormwater contact information and high quality agency logos for integration into outreach materials.
- Safe Medicine Disposal Program update
 - Daria Isupov reported that the Take Back Event hauling totals were down from last year's numbers. However, the outreach campaigns taken on by RRWA and other agencies have had a positive effect on hauling totals overall. Using hauling totals and survey responses, the Safe Meds subcommittee will analyze outreach efforts, program success, and future event options.
 - Ukiah has three new bins and one will be serviced through RRWA.
- Urban Creek Care Guide
 - Daria Isupov summarized the project schedule as it relates to TWG involvement.
- Russian River-Friendly Landscape Guidelines (RRFLG) update
 - Virginia Porter announced that a Draft Policy for Demonstration Landscape Signage and Draft Standard and Procedures for Member Agency Use of

RRFLG content have been developed. The purpose of the two documents is to preserve program integrity by safeguarding the content.

- Copies of the documents were passed out for review and feedback. Teresa Gudino and Ann DuBay expressed support of the documents. There was general support from the group.
- Virginia Porter welcomed agencies to participate in subcommittee meetings if they are interested.
- Rick Seanor asked about crediting landscaping firms associated with demonstration sites. Virginia Porter said the subcommittee will discuss this and report back to the group.
- Daria Isupov explained the proposed website expansion project that will meet the requests and suggestions from the January 2013 “World Café.” The group supported this approach to enhancing the RRFLG project this year.
- Review North Coast Zebra and Quagga Mussel Consortium MOU and DRAFT Prevention Plan
 - Daria Isupov explained that the RRWA Board decided to support the Consortium by providing the MOU and draft Prevention Plan to member agencies for internal review with respect to individual agency operations. The TWG will then provide their recommendation to the Board.
 - Ann DuBay recommended that member agencies read the document with recreational activities such as kayaking and tubing in mind. Brad Sherwood of SCWA should be contacted for questions or concerns.
 - The group decided to provide recommendations prior to the February 2014 Board meeting.

4. 2014 - 2015 Work Plan

- Executive Director Services - review current level of effort
 - Virginia Porter explained that there will be a slight increase to Executive Director Services next year, partly due to two additional member agencies.
- Project discussion - General Benefit Projects, Special Benefit Projects
 - Virginia Porter explained that stormwater-related general benefit and special benefit projects will be reevaluated in those terms due to the recent permit alignment.
 - Patrick Givone requested that RRWA continue to follow the Water Quality Credit Trading Program.
 - Rick Seanor suggested that RRWA review the submitted Phase II Implementation Plans for projects related to areas of shared compliance.
 - Abbey Stockwell asked if outreach materials developed through RRWA are modifiable for any agency, including non-RRWA members. Virginia Porter answered that because the documents are developed through public agency funds, they are public domain.
 - Patrick Givone requested that RRWA research pre-requisites for Qualified Storm Water Pollution Prevention Plan Developer/Practitioner (QSD/QSP) training, specifically documentation requirements for non-engineers. Virginia Porter asked if other agencies that are interested in pre-requisite training. Windsor, Rohnert Park, and Mendocino County may have a need.
 - Virginia Porter said that business outreach was identified as a potential project at the Sept 12 Phase II Forum.

- Heaven Moore suggested that RRWA staffing at regional outreach events also be added to Phase II Support. She also suggested a call center for spill response.
 - Bulk Purchases: LID manuals, Creek Care Guides, “pick up after your pet” signs and baggie dispensers, creek signs, and grease scrapers were discussed.
 - Virginia Porter said she is looking into adding a RRFLG component to the previously discussed potential Our Water Our World (OWOW) contract.
- Schedule
 - Nov 12 - TWG refine project list; Dec 10 – TWG review draft budget; Dec 12 - BOD approval to proceed based on draft; Jan/Feb 2014 – ED meets with each Member Agency; Feb 11, 2014 – TWG final review ; Feb 27, 2014 – BOD considers for approval

5. Forum and Advocacy

- Virginia Porter gave an update on lunch meeting with the North Coast Regional Water Quality Control Board (NCRWQCB) staff on September 23, 2013
- Next lunch meeting with NCRWQCB staff – Dec 2, 2013
- Statewide Industrial General Permit (IGP)
 - Agencies with hazardous materials storage yards will need to comply with the IGP. Virginia Porter reported that the NCRWQCB will work with stormwater permit holders to work out the issue of double coverage under both the stormwater permit and the IGP to make sure that they are covered under one permit and do not have a need for the other.
 - Rick Seanor added that Ukiah is covered by the Certified Unified Program Agencies (CUPA) program, adding a third layer of effort. Virginia Porter added that Andy Rodgers of RRWA and Colleen Hunt of NCRWQCB are looking into CUPA options for member agencies.
- Discussion of potential future advocacy items
 - Virginia Porter said that the draft Region 1 Temperature Policy is planned for adoption in November. RRWA will include aspects of the Policy in the Urban Creek Care Guide.
 - Virginia Porter welcomed TWG suggested for future discussion items at NCRWQCB.

6. Future Meetings and Agenda Items

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- December 12 - NCRWQCB Executive Officer Matt St. John - dialogue with RRWA Board; Election of 2014 Board officers; Review 2014-15 Work Plan
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7. Items of Interest/Networking re Successes

- Abbey Stockwell asks if member agencies have construction inspection procedures and checklists that they would be willing to share. Heaven Moore volunteered to share Santa Rosa documents if they have been finalized.
- Lisa Steinman said she can order more storm drain labels if there is a need. RRWA will remind Sonoma County member agencies to conduct an inventory prior to the Nov 12 TWG meeting.
- Lisa Steinman announced that the Drug Enforcement Administration (DEA) will hold its 7th annual medicine take back event on October 26 with three locations in the region. DEA events accept controlled substances and the Safe Medicine Disposal program does not.
- Lisa Steinman said there is a new State-wide paint take-back program. It is funded by a point of purchase fee so there is no cost associated with taking back paint.

8. Public Comment

- There were no public comments.

9. Adjourn – 11:15 AM