



# B A S M A A

## Meeting Summary Monitoring / POCs Committee Wednesday, July 5, 2017

### Pre-Meeting: Project Management Team (PMT) only

C.12.e / C.8.f Infrastructure Caulk / POC Monitoring for Source Identification and Management Action Effectiveness (Reid Bogert / Bonnie de Berry)

Outputs / Outcomes: PMT reviewed the BMP Effectiveness Study Design and provided feedback to include in Final Design. The SAP/QAPP is to be distributed July 7, with comments due July 28. PMT discussed municipal requirement and draft cost estimate for PCBs in Infrastructure Caulk Study. PMT also confirmed municipal recruitment and discussed logistical issues / questions.

### Internal Meeting

#### 1. Introductions, Announcements, and Agenda Review (Lucile Paquette)

Outputs / Outcomes:

##### A. Received announcements

- i. Retirement party – Arleen Feng, August 2, 4 pm; [Plank](#), Oakland
- ii. [Biostimulatory / BioIntegrity Project](#), SAG Meeting, July 26, SCCWRP
  - a. CEQA Scoping, Early 2018
  - b. Draft, November 2018
  - c. Adoption, December 2019
- iii. [State of the Estuary Conference](#) – October 10-11, Oakland

##### B. Made agenda adjustments – Remove Items 4A. POC Database and 4B. SSID

#### 2. Board of Directors Update (Geoff Brosseau / Lucile Paquette)

Outputs / Outcomes: At the June Board of Directors meeting, the Board approved the FY 17-18 Projects Budget that includes five MPC projects totaling \$578,098. Addenda extending the terms of multi-year projects and adding funding are in process. The Board was asked to approve a clarification to the Policy and Procedure: *Project Management and Project Deliverable Approval*. The MPC has identified a procedure in the subject Policy and Procedure that if followed as written could take the procedural requirements beyond the Board of Directors intention. The Board recognized that deliverables proposed for Board of Directors approval should be identified at both the contract and solicitation stages in the budgeting and scheduling process. So policies and procedures operative during those earlier stages in the progress of a project are being reviewed to make sure the requirements exist at every stage and are consistent. Additionally, the RAA Guidance Document was approved and [posted](#).

#### 3. Regional Projects Planning

##### A. Bioassessment 5 year report (Geoff Brosseau / Arleen Feng)

Outputs / Outcomes: Committee members received an update on the selection process and schedule. The RFP was released May 25. Two proposals were received by June 21. The Selection Group evaluated the proposals and has a recommended selection that will be considered by the BASMAA Board of Directors on July 27. James Downing, City of San Jose, has volunteered to be the BASMAA Project Officer. MPC will review draft report in March (due April 2018) and final report in May (due July 2018).

**Next BASMAA Monitoring / POCs Committee meeting is Wednesday, August 2, 2017**

- B. RMC Database and Creek Status probabilistic design coordination for Receiving Water Trash Monitoring project date (Chris Sommers)  
 Outputs / Outcomes: Committee members started to discuss needs and next steps. The Monitoring Program Plan was submitted to the Regional Water Board on June 30. With sampling starting as soon as October, need to plan data management ASAP.

➤ <b>Action:</b>	Agendize discussion with Board of Directors	Chris Sommers Geoff Brosseau	July 27
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- 4. Projects of Shared Regional Benefit or Collaboration
  - C. C.11/12.c RAA Approach Support (Chris Sommers)  
 Outputs / Outcomes: Committee members received an update and briefly discussed planned next steps for ongoing collaboration

➤ <b>Action:</b>	Agendize discussion with Board of Directors	Chris Sommers Geoff Brosseau	August 24
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- 5. RMP Topics
  - A. SPLWG Work Plan (Arleen Feng / Chris Sommers)  
 Outputs / Outcomes: Committee members discussed need for participation on work groups, especially STLS/SPLWG, CEC. Committee members reviewed list of reps, and level of effort for CEC Work Group representative.

➤ <b>Action:</b>	Review SMCWPPP budget to see if it could support representative to CEC Work Group	Reid Bogert	TBD
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- B. BASMAA representation to RMP (Arleen Feng / Chris Sommers)  
 Outputs / Outcomes: Discussed need for BASMAA representation on RMP committees and work groups, especially STLS/SPLWG, CEC.

- 6. Reporting Topics
  - A. Report Section Coordination (Lucile Paquette)  
 Outputs / Outcomes: MRP Program representatives reviewed schedule and table of responsibilities for sections and agreed that all were prepared to draft their sections.

➤ <b>Action:</b>	Draft sections	Program reps	July 21 or next MPC
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- B. C.11/12 Annual Reporting (Lisa Sabin)  
 Outputs / Outcomes: Committee members reviewed the load reduction reporting tables templates and provided suggestions.

➤ <b>Action:</b>	Provide any additional suggestions	Committee members	July 10
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- C. Program PCBs Load Reductions – Status of Program-level Calculations and Preliminary Estimates (Arleen Feng)  
 Outputs / Outcomes: Organized volunteers to structure discussion for September MPC

➤ <b>Action:</b>	Coordinate for August and September meetings	Lisa Austin / Jon Konnan	TBD
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D. POC Steering Committee (Lucile Paquette)

Outputs / Outcomes: Committee members debriefed the June 29 meeting, and agreed on timing of next meeting.

➤ <b>Action:</b>	Schedule next meeting for between Thanksgiving and Christmas 2017	Chris Sommers	TBD
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**Main Meeting**

7. Introductions, Announcements, and Agenda Review (Lucile Paquette)

Outputs / Outcomes:

- A. Receive announcements – See Item 1 above.
- B. Make agenda adjustments as needed

Item 8 - Approval of May 3, 2017 Meeting Summary postponed to August meeting

9. Board of Directors (Geoff Brosseau / Lucile Paquette)

Outputs / Outcomes: Update on June 22 Board of Directors meeting. See Item 2 above.

10. Update – RMP (Chris Sommers / Arleen Feng)

Outputs / Outcomes: BASMAA coordinating representation on RMP committees and work groups. See Item 5B above.

11. Information sharing on current projects or activities with Regional Water Board (Committee members / Regional Water Board staff)

A. POC Steering Committee (Chris Sommers)

Outputs / Outcomes: Committee members and Regional Water Board staff agreed the June 29 POC Steering Committee Meeting was useful, and that the Committee should plan to conduct the meetings twice a year. Agreed that the date for accepting projects was FY 14-15, but that a case could be made for consideration of projects in FY13-14 for accounting loads.

➤ <b>Action:</b>	Develop expression of projects/land use yields for lay person (e.g., trash: acreage/control measure)	Chris Sommers Lisa Austin	TBD
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B. 2016 POC Report (Regional Water Board staff)

Outputs / Outcomes: Feedback

➤ <b>Action:</b>	Review report and provide feedback	Richard Looker	TBD
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C. Source Property Referral (Regional Water Board staff)

Outputs / Outcomes: Check-in. No updates from Regional Water Board. Contra Costa will be reporting 2 self-abatements and one or two referrals.

12. Adjourn Meeting (Lucile Paquette)

	Affiliation / Representing	Name	Meetings Attended											
			Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
1	ACCWP	Arleen Feng	X											
2	Contra Costa Co / CCCWP	Lucile Paquette	X											
3	Contra Costa Co / CCCWP	Amanda Booth	X											
4	SMCWPPP	Reid Bogert	X											
5	EOA / SMCWPPP	Bonnie de Berry	X											
6	EOA / SCVURPPP	Chris Sommers	X											
7	BASMAA	Geoff Brosseau	P											
8	Geosyntec	Lisa Austin	X											
9	EOA	Lisa Sabin	X											
10	Regional Water Board	Janet O'Hara	P											
11	Regional Water Board	Richard Looker	X											
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X = In-person; P = by phone; i= Internal Meeting only

**Next BASMAA Monitoring / POCs Committee meeting is Wednesday, August 2, 2017**