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1450 Halyard Drive, Suite 6  
West Sacramento, CA 95691  
www.deltaconservancy.ca.gov

**MEETING SUMMARY AND ACTION ITEMS**  
**Board Meeting – March 23, 2016**  
**1450 Halyard Dr., Suite 6, West Sacramento**

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**CALL TO ORDER**

Meeting called to order at 9:05 am by Chair Jim Provenza.

**ROLL CALL**

Roll call was taken and a quorum was established.

**Board Members Present:** Jim Provenza, Darla Guenzler, Mike Eaton, Todd Ferrara, Karen Mitchoff, Karen Finn, Dolly Sandoval, Dan Taylor, Katherine Miller, Skip Thomson  
**Ex Officio Members Present:** None  
**Liaison Advisors Present:** Steve Chappell, Jim Waters, Erik Vink, Jeff Melby, Cody Aichele

**DISCUSSION AND ACTIONS TAKEN**

**1. Agenda Item 5 – Consent Calendar (*Action Item*)**

The Board unanimously approved the summary of the January 27, 2016 Board meeting. No other issues were included in the consent calendar.

**2. Agenda Item 6 – Executive Officer's Report**

The Executive Officer presented updates on Conservancy programs, Board Meeting Directives and Responses, and the Deputy Executive Officer presented budget and staffing updates. The Executive Officer also presented an overview of correspondence received. The Board was presented with updated Board and staff rosters. Staff was asked to remove Mindy Simmons from the roster. The Board requested that staff report out on the next EcoRestore Adaptive Management meeting at the next Board meeting.

The Board highlighted the importance of funding to support local planning and requested an item for discussion on the next Board agenda regarding support for County Planning and working together with the 5 delta counties.

**3. Agenda Item 7 – Program and Policy Subcommittee Update**

The Deputy Executive Officer provided an overview of the February 17, 2016 PPS meeting. The Board Chair invited Board members to attend the upcoming PPS meeting scheduled for April 27, from 9:00 a.m. to 11:00 a.m. at the Conservancy office.

The Conflict of Interest Policy was discussed to confirm whether a new policy for all Board members was needed or if a reference letter pointing to the State Conflict of Interest Policy and

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Board member responsibilities would suffice. Nicole Rinke agreed to send the reference letter for policy recommendation review by March 25, 2016 and agreed to address to liaison advisors as well. The subcommittee and staff discussed the record keeping for all mandatory training for the Board. The Subcommittee will review the reference letter and the next steps at the next Subcommittee meeting in April.

The Board requested to review at the next PPS meeting:

- Template for full proposals
- Draft Contract Manual
- Grant agreement policies and template
- Legislative update
- Conflict of Interest Reference Letter

**4. Agenda Item 8 – Proposition 1 Grant Program Administrative Update**

The Executive Officer and Program Manager gave a presentation to provide updates on the Full Proposal review status. The Program Manager confirmed that all full proposals have been received, with the exception of one which had received full funding elsewhere. Staff will be performing an internal, legal, and professional (external) review of the proposals through April and will present to the board recommendations for approval at the May 25, 2016 board meeting. The Board recommended that staff email all presentation materials to the Board members. Board members recommended and commented on the importance of having site visits be conducted by staff only and that there should be opportunities for field trips or other site visits once proposals have been approved.

**5. Agenda Item 10 – Habitat Restoration Project Tracking by EcoAtlas**

The Deputy Executive Officer provided a presentation update on the EcoAtlas project. The Board requested the information be shared with the Delta counties through the Delta Counties Coalition in order to inform them of the opportunity and benefits of using EcoAtlas for County-led projects. The Board members commended staff of the effort to develop this valuable tool.

**6. Agenda Item 11 – 2013 Data Platform Proof of Concept Project Overview**

Mark Tompkins, with the Intelligent Ecosystems Institute and FlowWest, provided a presentation on the history of the Proof of Concept Project and the concepts continue to support the anticipated Regional Planning pilots in the northeast Delta and the Cache Slough Complex. Mr. Tomkins agreed to provide separate, more detailed presentations as needed with more information about the project and the data that was collected.

**7. Agenda Item 12 – Delta Stewardship Council Delta Plan Update**

Jessica Davenport with the Delta Stewardship Council presented an update on behalf of the Delta Stewardship Council (Council). The Council is currently working on Delta Plan Amendments which are expected to be adopted in 2017. The Council is also an active reviewer for the Conservancy's Prop 1 solicitation review. The next Council meeting was held on Thursday, March 24, 2016 followed by the April 28-29, 2016 meeting.

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**8. Agenda Item 13 – California Water Fix and Eco Restore Update**

B.G. Heiland provided an update regarding the Environmental Review (EIR/EIS) process for the California Water Fix and David Okita provided an update on EcoRestore. Mr. Okita discussed the 6 projects in 2016 that are currently underway and also discussed an RFP in process which may be released next month. Chair Provenza commented that governance is essential around adaptive management and Board members recommended early integration with local governments and that those local governments should lead the way. Mr. Okita concurred and anticipates local government involvement.

The Delta Protection Commission had no updates to report. However, the Conservancy agreed to add the Commission to the list of Agenda items for the next Board meeting.

**9. Agenda Item 15 – Potential Agenda Items for March 23, 2015**

Chair Provenza recommended a discussion related to the legal and policy issues of sole source vs. competitive bidding contracts and that the discussion needs to occur at the next PPS meeting before presenting to the Board. The Board also would like to discuss potential sources of funding to support local government analysis of Delta efforts and an update on the Delta Protection Commission. The Conservancy also anticipates discussing the Cache Slough Regional Plan Scope of Work.

**10. Agenda Item 16 – Public Comments**

No public comments.

**11. Agenda Item 17 – Board Closed Session for Executive Officer’s Annual Performance Review and other personnel matters pursuant to Government Code Section 11126(a)**

**BOARD DIRECTIVES TO STAFF**

- 1) Staff will email the Proposition 1 grant presentation materials to all Board members. **(Agenda Item 8)**
- 2) Staff will communicate with the Delta Counties Coalition in order to seek participation from those counties in using the EcoAtlas for County-led projects. **(Agenda Item 10)**

**MEETING ADJOURNED by Chair Provenza at 11:54 am**

**EXECUTIVE CLOSED SESSION ADJOURNED at 12:10 pm**

**BOARD MEETING CLOSED at 12:10 pm**

*Respectfully submitted on April 1, 2016*  
Sacramento-San Joaquin Delta Conservancy

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**Contact Person:**

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