

# CV-SALTS Executive Committee Meeting Notes

Monday, July 16, 2012 – 10:00 AM to 12:00 PM

Teleconference Only

**Attendees are listed on the Membership Roster**

## AGENDA

- 1) Welcome/Introductions – Consent Calendar
  - The meeting was brought to order by Vice-Chair, Jeff Willett.
  - a. David Cory moved to approve, and Dennis Westcot seconded, and by general acclamation the June 8th, meeting action notes were approved.
  - b. Roll call was completed.
  - c. Daniel Cozad updated the committee on Progress Milestones:
    - Jeanne Chilcott requested the dates for completion of Archetypes work, and the Lower San Joaquin, listed on page 6 are not correct and need to be updated. Daniel will update based on feedback received from Jeanne and Dennis.
    - There were only a few minor changes from the prior month. Daniel will contact participants for feedback on any outstanding updates. There are a number of updates to the schedule and budget that will come back in August for approval by the committee.
- 2) CV-SALTS Workplan-Funding Status & Budget
  - Daniel Cozad introduced the “Comparison of Current Subcontracts and RFQs with Work/Costs Outlined in February 12, 2012 CV-SALTS Workplan” for committee discussion.
    - The estimated amount for Technical Project Management was not included as that is still in the negotiation stage, but should be listed in the version prepared at the next meeting.
- 3) CV-SALTS Contracting Update and Recommendations
  - David Cory presented the following recommendations from the Selection Committee:
    - Jeff Willett moved, and Nigel Quinn seconded, and by general acclamation the committee authorized the San Joaquin Valley Drainage Authority (SJVDA) to enter into a contract with Kennedy/Jenks for completion of GIS work on Tasks 1-4, on a not to exceed basis up to \$100,000. The committee requests the SJVDA direct no work under Tasks 3 and 4 may proceed until the workplan in Task 2 is approved.
      - David Cory will revise the text to indicate this was not an RFP, but was under the original RFQ.
    - Jeff Willett moved, and Nigel Quinn seconded, and by general acclamation the committee authorized the San Joaquin Valley Drainage Authority to enter into a contract with the Larry Walker & Associates Team (LWA) for completion of the Initial Conceptual Model work for an amount not to exceed \$473,918. Further it requests the SJVDA issue a notice to proceed on Task 2, Develop ICM workplan, and 10% of Task 1, Project Management, totaling \$20,368, with the remainder of the work to be authorized upon approval of the workplan.
      - Joe DiGiorgio abstained.
- 4) EC Study Recommendation Letter to NPDES Program Manager
  - Roger Reynolds moved, and Dennis Westcot seconded and by general acclamation the letter, as recommended by the Technical Advisory Committee, was approved.
- 5) CV-SALTS Website Update
  - Daniel Cozad presented a two-phase approach for completing the website redesign.

- Phase 1 would be a complete re-organization of the current file/document structure in preparation for migrating to the new site.
- Phase 2 would develop and finalize the site design, updating the site and incorporating the new file structure.
- The committee instructed Daniel to proceed with the re-design, making budget modifications as discussed to cover the estimated \$7500 for completion of the site work by the September-October time frame. An update on the project status is to be provided at the next Admin meeting on August 10<sup>th</sup>.
- 6) Stakeholder Participation Request from LSJR Committee
  - Dennis Westcot reviewed a draft of the Stakeholder Invitation Letter proposed for distribution by the Lower San Joaquin River Committee. The committee instructed Dennis to move forward on preparation of the letter in final form and bring back to the committee for approval.
    - Committee members should forward the names of any entities they feel should be participating in the Lower San Joaquin River Committee to Dennis.
- 7) Determining “Active Participation” in CV-SALTS
  - David Cory will prepare a proposal outlining what determines “active participation” in the CV-SALTS process, and present to the committee for review at the next Administrative meeting on August 10<sup>th</sup>.
- 8) Set next meeting objectives and date – August 10<sup>th</sup> Admin Call, July 19<sup>th</sup> Policy Session
  - The next Admin Call is scheduled for Friday, July 10<sup>th</sup>, from 10:00-12:00.

*CV-SALTS meetings are held in compliance with the Bagley-Keene Open Meeting Act set forth in Government Code sections 11120-11132 (§ 11121(d)). The public is entitled to have access to the records of the body which are posted at [www.cvsalinity.org](http://www.cvsalinity.org)*