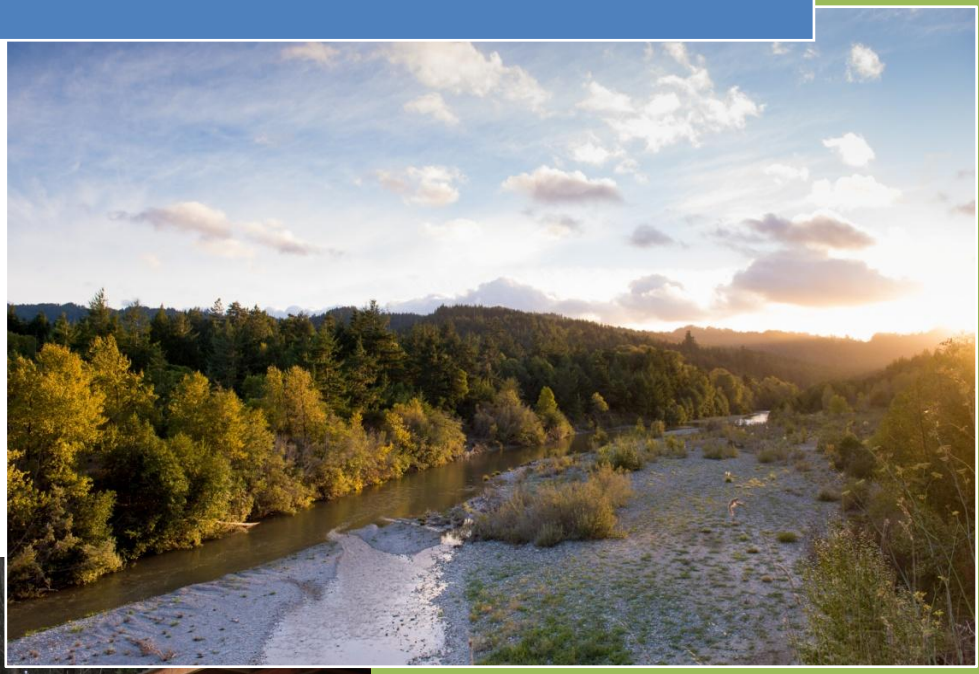
Handbook

North Coast Resource Partnership



2015

Policy Review Panel &

Technical Peer Review Committee

Handbook

NORTH COAST RESOURCE PARTNERSHIP

Table of Contents

North Coast Resource Partnership Governance **3**

North Coast Resource Partnership Major Themes **6**

NCRP / NCIRWMP Funding Awards **8**

NCRP / NCIRWMP Useful Website Links **9**

Appendices

Appendix A Policy Review Panel and Technical Peer Review Committee Members

Appendix B NCRP Policy Review Panel Motions and Direction

Appendix C North Coast Resource Partnership Management Structure and Roles

Appendix D NCIRWMP Memorandum of Mutual Understandings

NORTH COAST RESOURCE PARTNERSHIP

North Coast Resource Partnership Governance

Started in 2005, the North Coast Resource Partnership (NCRP) – is an innovative, stakeholder-driven collaboration among local government, watershed groups, Tribes and interested partners focused on sustainable environmental and socio-economic framework for the North Coast. The NCRP (formerly known as the North Coast Integrated Regional Water Management Plan) coalition consists of seven North Coast counties (Del Norte, Siskiyou, Modoc, Humboldt, Trinity, Mendocino, and Sonoma), Sonoma County Water Agency, Mendocino County Water Agency and North Coast Tribes. The NCRP governance framework consists of two committees: the Policy Review Panel (PRP), which is the governing body for the NCRP, and the Technical Peer Review Committee (TPRC), an advisory body to the PRP that provides scientific and technical expertise to the NCRP. Both committees are described in more detail below. Appendix A provides a listing of current Policy Review Panel and Technical Peer Review Committee Members and Appendix B lists the NCRP Policy Review Panel Motions and Direction.

Policy Review Panel

The NCRP Policy Review Panel consists of two Board of Supervisors' appointees and alternates from each of the seven counties and three Tribal representatives and alternates selected by the North Coast Tribes according to the "Tribal Representation Process" as defined in the NCRP MoMU. The NCRP Policy Review Panel nominates and elects a Chair and Vice-Chair on an as needed basis and each position is brought before the Policy Review Panel for reconsideration and appointment every two years. This group of Tribal members and elected officials provides direction and ultimate oversight to the NCRP planning process. Decision-making is usually by consensus, with each member having one vote. When decisions cannot be reached by consensus, the majority opinion prevails. The NCRP Policy Review Panel is committed to transparency and inclusion, supporting input from stakeholders from throughout the region, as well as information sharing via the website and workshops. All meetings are noticed in advance, open to the public, and all meeting summaries and information are posted on the NCRP website. NCRP meetings and activities are in compliance with the Brown Act.

> All NCRP Policy Review Panel members are required to be signatories to the Memorandum of Mutual Understandings and in accordance with the IRWM Program are required to formally adopt the North Coast IRWM Plan.

Executive Committee

The NCRP Executive Committee is a Standing Committee, subject to the Brown Act. The Executive Committee is comprised of the Policy Review Panel Chair, Vice-Chair, a third member nominated and approved by the Policy Review Panel and a fourth member nominated by the Tribal representatives and approved by the Policy Review Panel. The Policy Review Panel reconsiders the third and fourth members' appointment every two years. The Executive Committee provides day-to-day leadership for the NCRP, including signing letters of support, represents the NCRP with legislators and key agency partners and makes time-sensitive decisions on behalf of the NCRP. Any time sensitive decisions made by the Executive Committee reflect previous Policy Review Panel direction and are consistent with Policy Review Panel approved goals and objectives. Decisions are made by unanimous or majority vote. When majority vote cannot be reached, the decision is brought before the full Policy Review Panel for consideration. Executive Committee decisions are reported via email or provided as an update to the full Policy Review Panel at their next quarterly NCRP meeting.

Technical Peer Review Committee

The Technical Peer Review Committee (TPRC) is comprised of technical & scientific staff appointed from each county Board of Supervisors and Tribal representatives and alternates selected by the North Coast Tribes according to the "Tribal Representation Process" as defined in the NCRP MoMU. The TPRC nominates and submits prospective Co-Chair nominees for Policy Review Panel selection and approval. The TPRC provides support to the Policy Review Panel via the evaluation of projects and plan development. Expertise on the TPRC includes fisheries, ecology, engineering, geology, agriculture, watershed planning and management, water infrastructure and energy.

Ad Hoc Committees

The NCRP Policy Review Panel forms Ad Hoc Committees on an as needed basis to address a short duration issue or topic. The Committee is not subject to the Brown Act and is disbanded once the topic has been addressed and outcomes have been reported to the Policy Review Panel. NCRP Ad Hoc Committees consist solely of less than a quorum of the Policy Review Panel and Technical Peer Review Committee and may include members of the Policy Review Panel and Technical Peer Review Committee and NCRP Staff.

Matching Funds – Sonoma County Water Agency

Since the inception of the NCRP, substantial matching funds and allocation of staff resources have been provided by the Sonoma County Water Agency (SCWA). SCWA has led the planning, outreach and funding application elements of the planning process, and has contracted with West Coast Watershed to support these efforts.

Regional Contract Management

In 2005, the PRP unanimously nominated the County of Humboldt to act as the regional applicant and Regional Manager of grant funds for the NCRP. To date the County of Humboldt has successfully managed over $55 million in grant funding for 65 NCRP planning and implementation projects. The Regional Management Team provides QA/QC on all invoices and progress reports submitted by sub-grantees prior to compiling regular grant progress reports and invoices to submit to the granting agency.

Auditable files are maintained and publicly available through an innovative web-based project management tool. In addition, the County of Humboldt NCRP team acts as the liaison between the project proponents (sub-grantees, sub-contractors) and the granting agency to streamline communications. A graphic describing the NCRP Management Structure and Roles can be found in Appendix C.

Memorandum of Mutual Understandings

The NCRP adheres to the Memorandum of Mutual Understandings (MoMU), signed by over a hundred agencies, special districts, Tribal organizations, non-governmental organizations, watershed groups and other stakeholders signifying their support for and participation in the NCRP planning process. A copy of the MoMU can be found in Appendix D and a list of current signatories can be found at http://www.northcoastresourcepartnership.org/files/managed/Document/7017/NCIRWMP_MoMU_signatories_032013.pdf

North Coast Resource Partnership Major Themes

The NCRP integrates long-term planning and high quality project implementation in an adaptive management framework—fostering coordination and communication among the diverse stakeholders in the Region. The NCRP planning team met at length to identify and describe issues of concern in the North Coast region and State including water resources, watershed conditions and economic vitality of the region. The PRP evaluated all the concerns brought to the table and worked collaboratively to develop a list of goals and objectives for the region that reflected the most pressing concerns and opportunities. This flexible and adaptive approach allows the NCRP to act as a nexus between statewide planning efforts and local planning.

NCRP Themes

The overarching themes that have guided development, implementation, and evaluation of the NCRP and North Coast Integrated Regional Water Management Plan are:

- Beneficial uses of water
- Salmonid enhancement
- Energy independence
- Climate adaptation/ mitigation
- Economic vitality
- Local autonomy
- Intraregional cooperation
- Adaptive management

The NCRP is by design a voluntary, non-regulatory, stakeholder-driven planning framework meant to emphasize shared priorities and local autonomy, authority, knowledge, and approaches to achieving Tribal, state, regional, and local priorities related to North Coast water infrastructure, watersheds, public health, and economic vitality. The NCRP focuses on areas of common interest and concern to North Coast stakeholders and on attracting funding to the North Coast Region, and recognizes unique local solutions in different parts of the Region.

NCRP/NCIRWM Plan III Goals and Objectives

Goal 1: Intraregional Cooperation & Adaptive Management

- Objective 1 - Respect local autonomy and local knowledge in Plan and project development and implementation
- Objective 2 - Provide an ongoing framework for inclusive, efficient intraregional cooperation and effective, accountable NCIRWMP project implementation

Goal 2: Economic Vitality

- Objective 3 - Ensure that economically disadvantaged communities are supported and that project implementation enhances the economic vitality of disadvantaged communities~~.~~ by improving built and natural infrastructure systems and promoting adequate housing

- Objective 4 - Conserve and improve the economic benefits of North Coast Region working landscapes and natural areas

Goal 3: Ecosystem Conservation and Enhancement

- Objective 5 - Conserve, enhance, and restore watersheds and aquatic ecosystems, including functions, habitats, and elements that support biological diversity
- Objective 6 - Enhance salmonid populations by conserving, enhancing, and restoring required habitats and watershed processes

Goal 4: Beneficial Uses of Water

- Objective 7 - Ensure water supply reliability and quality for municipal, domestic, agricultural, cultural, and recreational uses while minimizing impacts to sensitive resources
- Objective 8 - Improve drinking water quality and water related infrastructure to protect public health, with a focus on economically disadvantaged communities
- Objective 9 - Protect groundwater resources from over-drafting and contamination

Goal 5: Climate Adaptation & Energy Independence

- Objective 10 - ~~Assess~~ Address climate change effects, impacts, vulnerabilities, and strategies for local and regional sectors to improve air and water quality and promote public health
- Objective 11 - Promote local energy independence, water/ energy use efficiency, GHG emission reduction, and jobs creation

Goal 6: Public Safety

- Objective 12 - Improve flood protection and reduce flood risk in support of public safety

NCRP / NCIRWMP Funding Awards

Proposition 50, NCIRWM Planning Grant	2005	$500,000
Proposition 50, Implementation Grant, Round 1	2006	$25,000,000
Proposition 50, Implementation Grant, Round 2	2007	$2,079,000
Proposition 50 Implementation Supplemental Funding	2010	$2,176,860
CEC Energy Efficiency and Conservation Block Grant	2010	$959,117
Proposition 50, DWR directed funding for Water & Wastewater Service Provider Outreach & Support Program	2011	$500,000
Proposition 84, NCIRWMP Planning Grant	2011	$1,000,000
Proposition 84, NCIRWMP Implementation Grant, Round 1	2011	$8,222,000
Proposition 84, NCIRWMP Implementation Grant, Round 2	2013	$5,386,000
Strategic Growth Council, Sustainable Communities Grant	2014	$1,000,000
NCRP 2014 IRWM Drought Project Grant	2014	$8,700,000
NCRP 2015 IRWM Project Grant	2015	$11,047,939
		$66,570,916

NCRP / NCIRWMP Useful Website Links

- **NCRP / NCIRWMP Website:** Members receive updates about funding opportunities and announcements. http://www.northcoastresourcepartnership.org/

- **North Coast Integrated Regional Water Management Plan, Phase III 2014:** http://www.northcoastresourcepartnership.org/app_pages/view/7715

- **Memorandum of Mutual Understandings**: to establish the mutual understandings of North Coast area agencies towards developing a NCIRWMP that will increase regional coordination and collaboration. http://www.northcoastresourcepartnership.org/documents/view/7016

- **Library - NCIRWMP Governing Body and Leadership:** Policy Review Panel and Technical Peer Review Committee Meeting agendas and summaries. http://www.northcoastresourcepartnership.org/app_folders/view/6616

- **Library – NCRP / NCIRWMP Grant Submittals:** http://www.northcoastresourcepartnership.org/app_folders/view/6873

- **NCRP / NCIRWMP Implementation Project Videos:** http://www.northcoastresourcepartnership.org/app_pages/view/8217

- **NCRP / NCIRWMP Implementation Project Posters:** Project descriptions, photos, funding, benefits. http://www.northcoastresourcepartnership.org/app_pages/view/7953

- **NCRP Water & Wastewater Service Provider Outreach & Support Program:** http://www.northcoastresourcepartnership.org/app_pages/view/7970

- **NCRP Small Community Toolbox:** http://www.northcoastresourcepartnership.org/app_pages/view/8762

- **North Coast Energy Independence Program:** Energy independence, GHG emissions reduction and climate change adaptation strategies & resources. http://www.northcoastresourcepartnership.org/app_pages/view/7955

- **North Coast Regional News:** http://www.northcoastresourcepartnership.org/news_items/index/2

- **Funding Opportunities:** http://www.northcoastresourcepartnership.org/app_pages/view/7980

- **North Coast Interactive Maps:** NCIRWMP projects, economically disadvantaged communities, county boundaries, Tribal lands, impaired waterways, protected areas, critical habitat. http://www.northcoastresourcepartnership.org/app_pages/view/7718

- **North Coast Events Calendar:** http://www.northcoastresourcepartnership.org/events/upcoming

- **North Coast Documents & Plans:** http://www.northcoastresourcepartnership.org/app_pages/view/7913

Appendix A

Policy Review Panel and Technical Peer Review Committee Members

2015

Policy Review Panel and Technical Peer Review Committee Contact List, 2015

Tribal Representatives

Northern District

PRP Executive Committee	Leaf Hillman, Karuk Tribe	leafhillman@karuk.us
PRP Alternate	Vernon Ward, Pit River Tribe	pro07@frontiernet.net
TPRC Member	Toz Soto, Karuk Tribe	tsoto@karuk.us
TPRC Alternate	Marissa Fierro, Pit River Tribe	marissa.fierro@pitrivertribe.org

Central District

PRP Member	Edwin Smith, Bear River Band of the Rohnerville Rancheria	edwinsmith@brb-nsn.gov
PRP Alternate	TBD	
TPRC Member	Javier Silva, Sherwood Valley Rancheria	svtepdirector@gmail.com
TPRC Alternate	TBD	

Southern District

PRP Member	Brandi Brown, Redwood Valley Little River Band of Pomo	spores@att.net
PRP Alternate	Martina Morgan, Kashia Band of Pomo	martinamorg77@yahoo.com
TPRC Member	Nathan Rich, Kashia Band of Pomo	nathan@stewartspoint.org
TPRC Alternate	Emily Luscombe, Coyote Valley Band of Pomo	epddir@coyotevalley-nsn.gov

Del Norte County

PRP Member	Supervisor Gerry Hemmingsen	ghemmingsen@co.del-norte.ca.us
PRP Member	Supervisor Michael Sullivan	MSullivan@co.del-norte.ca.us
PRP Alternate	Supervisor David Finigan	DFinigan@co.del-norte.ca.us
TPRC Member	Jim Barnts, Del Norte County	jbarnts@co.del-norte.ca.us
TPRC Member	Zack Larson, Smith River Advisory Council	sracwc@gmail.com

Humboldt County

PRP Member	Supervisor Ryan Sundberg	rsundberg@co.humboldt.ca.us
PRP Member	Supervisor Mark Lovelace	mlovelace@co.humboldt.ca.us
PRP Alternate	TBD	
TPRC Member	Hank Seemann, Deputy Director, Humboldt County Public Works Department	HSeemann@co.humboldt.ca.us
TPRC Member	Paul Helliker, Humboldt Bay Municipal Water District	helliker@hbmwd.com

Mendocino County

PRP Member	Supervisor John McCowen	mccowen@co.mendocino.ca.us
PRP Member	Supervisor Dan Gjerde	gjerde@co.mendocino.ca.us
PRP Alternate	Supervisor Carre Brown	browncj@co.mendocino.ca.us
TPRC Member	Patty Madigan, Mendocino Resource Conservation District	pmad@mcn.org
TPRC Member	Sean White, Russian River Flood Control and Water Conservation Improvement District	rrfc@pacific.net

Modoc County

PRP Member	Supervisor Geri Byrne	GeriByrne@co.modoc.ca.us
TPRC Member	Sean Curtis, Modoc County Natural Resources	modoccfb@frontiernet.net

Siskiyou County

PRP Executive Committee	Supervisor Grace Bennett	gbennett@co.siskiyou.ca.us
PRP Member	Supervisor Ray Haupt	rhaupt@co.siskiyou.ca.us
TPRC Member	Richard Tinsman, Siskiyou County Planning Division	rtinsman@co.siskiyou.ca.us
TPRC Member	Marilyn Seward, City of Etna	mwseward@sisqtel.net

Sonoma County

PRP Vice-Chair	Supervisor Efren Carrillo	ecarrillo@sonoma-county.org
PRP Member	Supervisor James Gore	James.Gore@sonoma-county.org
PRP Alternate	Wayne Haydon, Certified Engineering Geologist	Wayne.Haydon@conservation.ca.gov
PRP Alternate	Dale Roberts, Engineer, Sonoma County Water Agency	dale.roberts@scwa.ca.gov
TPRC Co-Chair	Wayne Haydon, Certified Engineering Geologist	Wayne.Haydon@conservation.ca.gov
TPRC Member	Dale Roberts, Engineer, Sonoma County Water Agency	dale.roberts@scwa.ca.gov

Trinity County

PRP Chair	Supervisor Judy Morris	jymorris@trinitycounty.org;
PRP Member	Supervisor Karl Fisher	kfisher@trinitycounty.org
PRP Alternate	TBD	
TPRC Member	Wes Scribner, Weaverville Community Services District	wes@weavervillecsd.com
TPRC Co-Chair	Sandra Perez, 5-Counties Salmonid Conservation Program	sperez@5counties.org
TPRC Alternate	Mark Lancaster, 5-Counties Salmonid Conservation Program	mlancaster@5counties.org

Appendix B

NCRP Policy Review Panel Motions and Direction

2015

NCRP Policy Review Panel Motions and Direction

TRACKING MOTIONS

Motion	Made by	Seconded	Vote	Date
Each participating North Coast County Board of Supervisors appoint two Supervisors, or their designees, to the North Coast IRWMP Policy Review Panel.	Jake Mackenzie	Not Recorded	Unanimous	3.3.05
The North Coast IRWMP Policy Review Panel be consistent in its movement toward adoption of an IRWM Plan for the North Coast Region and move to develop an implementation proposal that recognizes hydrological sub-regions nested within the North Coast hydrologic region.	Jake Mackenzie	Not Recorded	Unanimous	3.3.05
Jimmy Smith was nominated to continue serving as Chair of the Policy Review Panel.	Not Recorded	Not Recorded	Unanimous	3.3.05
Jake Mackenzie was nominated to continue serving as the Vice Chair of the Policy Review Panel.	Not Recorded	Not Recorded	Unanimous	3.3.05
Adopt three themes for the region: a) salmonid recovery, b) beneficial uses, c) regional autonomy	Hal Wagenet	Jill Geist and Mike Maxwell	Unanimous	4.28.05
TPRC will review projects, meet to define a process, and come back for guidance from the Policy Review Panel. A Policy Review Panel meeting will be set at the end of the TPRC review process.	Mike Maxwell	Mark Lancaster	Unanimous	4.28.05
Authorized Humboldt County to take the lead as the planning grant applicant on behalf of the North Coast Region.	Tom Stokely	Michael Delbar	Unanimous	4.28.05
Accept the top twenty projects listed in the TPRC submittal, with the ability of the PRP to re-prioritize and add $3 million to bring the total to the $50 million target.	Jake Mackenzie	David Bradshaw	Unanimous	6.8.05
Fund Siskiyou projects as recommended by the TPRC, representing a total of $6,882,768, pending determination by DWR and SWRCB if the Scott Water Trust project is eligible for funding under this grant program.	Tom Stokely	Hal Wagenet	Unanimous	6.8.05
Fund: Project 55 - Crescent City, Del Norte at $1,392,435, Project 153 - Water Supply Reliability, Mendocino at $553,500 and the balance $839,435 be allocated to fund Project 89 - Covelo.	Sarah Sampels	Jake Mackenzie	Unanimous	6.8.05
Approve minor plan modifications, including recalculation of the Disadvantaged Communities data, the incorporation of language about county resolutions of adoption, and minor typographic and aesthetic changes to the Phase I NCIRWM Plan.	Jake Mackenzie	Hal Wagenet	Unanimous	4.13.06
Adopt the memo to project proponents regarding the application process for	Jake	Randy Poole	Unanimous	4.13.06

TRACKING MOTIONS

Motion	Made by	Seconded	Vote	Date
the Step 2 NCIRWMP (attached to meeting summary).	Mackenzie			
Should not consider the following two scenarios (when developing the NCIRWMP's Step 2 application): a) 50% across the board cut, b) 50% reduction in project load.	Jake Mackenzie	Not Recorded	Unanimous	4.13.06
Accept the Consensus Recommendations (listed below) for Step 2. A. **Inclusiveness.** Ensure geographic representation in the region, including all seven counties. Where possible (and consistent with B, below) retain all Step 1 high priority projects in the Step 2 regional application, and assist project proponents with readiness. B. **Preparedness/Competitiveness Components** 1) Eligibility 2) Step 2 criteria, including readiness, schedule, economic analysis, technical analysis, other expected benefits, cost/benefit, per step 2 PSP 3) Responsiveness to state priorities: esp water conflicts/water rights TMDLs, 303(d), etc. 4) voluntary budget reductions that retain project viability 5) Responsiveness of project proponents 6) Cease and desist (From my notes, not sure where this belongs though: ensuring regional consistency/integration with the IRWM Plan) C. **Process** a) Project Team compiles all information and puts forward a draft regional application approach that is consistent with the above components b) At its May 11 meeting, TPRC reviews the Project Team's draft application approach (including projects) for its adherence to the above listed components and makes recommended revisions to the project slate and draft application. Develop a contingency funding list. c) At its May 15 meeting, PRP reviews the project slate; approves a final slate, reviews draft application approach, provides direction	Jake Mackenzie	David Bradshaw	Unanimous	4.13.06
Authorized the Chair and Vice Chair to re-allocate funds to bring the slate up to the authorized $25 million, if certain projects are not able to move forward due to lack of responsiveness/technical merit, or are funded from other sources.	Mark Lancaster	Mike Maxwell	Unanimous	5.15.06
Submit the $25 million slate of projects decided upon by the PRP for the NCIRWMP Step 2 application to the State.	Bill Hoy	Jake Mackenzie	Unanimous	5.15.06

TRACKING MOTIONS

Motion	Made by	Seconded	Vote	Date
Projects that were dropped or received significant budget reductions in this round will receive priority consideration for discussion by the PRP in the next round of funding, pending potential revisions to the State's criteria.	Bill Hoy	Hal Wagenet	Unanimous	5.15.06
Approve thank you letters to the Technical Peer Review Committee.	Barry Shioshita	David Bradshaw	Unanimous	1.26.07
Re-appoint Chair Smith and Vice Chair Mackenzie to their current roles.	Michael Delbar	Barry Shioshita	Unanimous	1.26.07
Send a letter to DWR and SWRCB on behalf of the NCIRWMP effort to request that remaining Prop 50 funds be apportioned to proposals that were ranked above the line during round one (Step 2), in proportion to the order in which they were ranked.	Jake Mackenzie	Mark Lancaster	Unanimous	1.26.07
Form the sub-committee to review and make recommendations regarding potential funding allocation strategies for re-allocation of Step 2 funds for PRP consideration.	Jake Mackenzie	David Bradshaw	Unanimous	1.26.07
Pursue State and National awards programs for the NCIRWMP effort.	Michael Delbar	Jake Mackenzie	Unanimous	1.26.07
Re-allocate funds back to the county from which the project originated.	Michael Delbar	Jimmy Smith	6 ayes, 4 noes, 1 abstain	3.22.07
Staff should work with ICWMP's in the region to evaluate an application for funding through the NCIRWMP framework and bring a draft proposed process and application to the TPRC and PRP for review.	Jake Mackenzie	Tom Stokely	Unanimous	5.17.07
In the case of an absence of a PRP member, the PRP member may provide a proxy to a representative of the same county. The representative will not be required to provide written proof indicating their proxy.	Paul Kelley	Jill Geist	Unanimous	4.23.08
Authorize the PRP Chair and Vice Chair to decide if they wish to send a letter to the SWRCB requesting that the NCIRWMP Prop 50 implementation contract be extended until 2012.	Paul Kelley	Marcia Armstrong	Unanimous	4.23.08
Recognize PRP and TPRC alumni with a letters acknowledging and appreciating their service.	Jill Duffy	Marcia Armstrong	Unanimous	1.9.09
Add an agenda item regarding energy independence federal funding opportunities [this request was placed under the Prop 84 update]. Add a discussion on the addition of Siskiyou's water and wastewater infrastructure needs into the NCIRWMP [this request was included under the Funding Strategies item].	Randy Poole	Not Recorded	Unanimous	1.9.09

TRACKING MOTIONS

Motion	Made by	Seconded	Vote	Date
Directed staff to send a letter of support for the proposed regional acceptance process guidelines.	Jill Duffy	Jake Mackenzie	Unanimous	1.9.09
Adopt Option 1 under Expedited Round (planning/technical assistance for infrastructure for disadvantaged communities); Option 1 under Planning Grant (apply for general planning funds); implementation funding as soon as it becomes available; and include the exploration of concepts related to climate, water and energy within the NCIRWMP.	Jake Mackenzie	Kendall Smith	Unanimous	1.9.09
Outline a decision-making approach for review by the PRP (via email).	Marcia Armstrong	Jake Mackenzie	Unanimous	1.9.09
Allow the Chair and Vice Chair and staff to react as promptly as possible in conducting business in support of the NCIRWMP.	Jill Duffy	Marcia Armstrong	Unanimous	1.9.09
Submit a letter of intent to develop a Regional Sediment Master Plan subject to review and unanimous support of the PRP. Staff will request a timeline extension and also route to the TPRC for review.	Mark Lancaster	Jake Mackenzie	Unanimous	1.9.09
Develop a website template for ongoing project identification and upload.	Jill Duffy	Jake Mackenzie	Unanimous	1.9.09
Draft a letter of support for the low threat discharge amendment.	Jake Mackenzie	Carre Brown	6 ayes, 2 noes; Jake Mackenzie asked for the motion to be tabled while individual counties place this in front of their respective Boards for consideration. Unanimous.	1.9.09
Develop a draft proposal approach for technical assistance and capacity building to economically disadvantaged communities for small water/wastewater projects in the North Coast for review by the PRP and for potential submittal to DWR for Prop 84 regional funding.	Jake Mackenzie	Carre Brown	Unanimous	6.25.09
Authorize staff to pursue State and Federal energy independence funding opportunities using our NCIRWMP process.	Jake Mackenzie	Marcia Armstrong	Unanimous	6.25.09
Authorized staff to submit a comment letter (re: CEC's funding program) subject to PRP email review and approval.	Jake Mackenzie	Wendy Reiss	Unanimous	6.25.09
Authorized staff to send out an energy independence white paper for PRP review and finalize for adoption via email. [PRP agrees that the letter and white paper approval includes the setting up of meetings with funding agencies.]	Jake Mackenzie	Marcia Armstrong	Unanimous	6.25.09
Authorize staff to develop a process to scope out projects in alignment with our	Jake	Marcia	Unanimous	6.25.09

TRACKING MOTIONS

Motion	Made by	Seconded	Vote	Date
energy independence white paper and work with the Sonoma County Water Agency to conduct project assessments, analysis, and evaluate overall costs/benefits to determine the viability of a potential funding proposal for the North Coast Region.	Mackenzie	Armstrong		
Approve decision-making principles outlined by staff. [Timing: Legislative, funding or other decisions that need to be made within 48 hours may be made by Jimmy, Jake and/or staff - otherwise staff will send an email outlining the issue for the entire PRP to consider. Content: The content of the decision must be neutral/non-controversial and not conflict with any previous PRP decisions, direction, policies, goals and objectives. Reporting: All decisions made by Jimmy, Jake and staff on behalf of the PRP will be reported to the PRP within 24 hours.	Wendy Reiss	Carre Brown	Unanimous	6.25.09
Directed staff to develop draft agendas/budgets for a series of technical workshops throughout the region tailored to each geographic region and including information about the North Coast Energy Independence Program (Spring); and consider, to be followed by a 2-day policy workshop in the fall.	Jake Mackenzie	Kendall Smith	Unanimous	2.11.10
Revised agenda as follows: the 1:30 pm item (Biomass) was moved to 11:00 am and the 11:00 am item (Regional Administrator Update) was moved to 1:30 pm.	Paul Kelley	Jill Duffy	Unanimous	6.24.10
Amend the NCIRWMP governance structure and related documents to include 2 Tribal representatives on the PRP and 2 Tribal representatives on the TPRC, with appointees selected by North Coast Tribes. Supervisor Kelley proposed an amendment to the motion to include 3 Tribal representatives on the PRP and 3 representatives on the TPRC, with appointees selected by North Coast Tribes and with the suggestion that the Tribes consider appointing representatives based on geographic coverage (eg. North/Central/South).	Jake Mackenzie	Jill Duffy	Mackenzie and Duffy approved the amendment to the motion. 6 ayes, 2 noes	6.24.10
Seek planning funds to assist with outreach, project development and the inclusion of Tribal issues within the NCIRWMP and the NCIRWMP's Prop 84 planning grant application to DWR.	Jake Mackenzie	Kendall Smith	6 ayes, 2 noes	6.24.10
Pursue additional Prop 84 funding that meets the objectives of the NCIRWMP and report back to the PRP with options.	Jake Mackenzie	Kendall Smith	Unanimous	6.24.10
Move forward with alternative two - the formation of a separate energy independence & climate advisory group that will advise the TPRC, PRP and staff as needed.	Jake Mackenzie	John McCowen	Unanimous	6.24.10
Adopt transmission of the Memorandum of Mutual Understandings to the various Boards of Supervisors (in the North Coast Region).	Jake Mackenzie	Judy Morris	Unanimous	11.10.10

TRACKING MOTIONS

Motion	Made by	Seconded	Vote	Date
Approve the recommended project slate and submit to DWR as an application. Further evaluate the Tule Lake project and determine if there are options for including it in the application if funding becomes available. Amended as follows: prior to contract being signed, each project proponent must have signed the MoMU. Bundle Hopland projects.	Paul Kelley	Jake Mackenzie	All amendments approved by Kelley and Mackenzie. Unanimous	11.10.10
Nominated Jake Mackenzie as Chair and Jimmy Smith as Vice Chair effective January 1.	Paul Kelley	John McCowen	Unanimous	11.10.10
Authorize the Chair/Vice Chair to take any necessary actions to carry out the policy direction of the PRP.	John McCowen	Paul Kelley	Unanimous	11.10.10
Policy Review Panel to form an Executive Committee comprised of the Chair, Vice Chair and Supervisor Judy Morris to make time-sensitive decisions and take action related to funding, legislative input and other IRWM program requirements that are consistent with past PRP direction and in the best interests of the North Coast Region. Such decisions would be relayed to the full PRP after completion. Email header to PRP will indicate time sensitive nature of correspondence.	John McCowen	Kendall Smith	Unanimous	7.21.11
Adopt meeting schedule and staff recommendation with the inclusion of teleconferencing options. [Staff recommends that regular NCIRWMP PRP/TPRC standing meetings be established on a quarterly basis (January, April, July, October), and that these meetings alternate between Humboldt, Mendocino, Trinity and Siskiyou counties. When there are not adequate agenda items to justify holding one of the standing meetings, the meeting may be cancelled by decision of the Chair and Vice Chair. When issues arise that must be addressed prior to a standing meeting, the Chair and Vice Chair may authorize staff to determine a meeting and date that allows for attendance by the majority of the PRP and/or the TPRC.	Jimmy Smith	Kendall Smith	Unanimous	7.21.11
Adopt staff recommendations to develop a Strategic Growth Council, Sustainable Communities Planning Grant application.	John McCowen	Judy Morris	Unanimous	7.21.11
Adopt staff recommendation to form an Ad Hoc Committee comprised of staff and PRP/TPRC members who will evaluate the existing approach to project evaluation and ranking and develop a draft approach for consideration at the next PRP meeting. Poll for Ad Hoc Committee by July 31.	John McCowen	Jimmy Smith	Unanimous	7.21.11
Adopt staff recommendation related to climate-energy committee. [Consult on an as-needed basis with experts from throughout and beyond the region on	Kendall Smith	Efren Carrillo	Unanimous	7.21.11

TRACKING MOTIONS

Motion	Made by	Seconded	Vote	Date
issues related to energy independence and climate change, instead of forming a new committee. Staff proposes that the consideration of the committee be re-evaluated in the future as needed.]				
Approved general consensus on the NCIRWMP Project Application, Review and Selection Process: General Process description and approach with Supervisor's McCowen's suggestions. [to add: "TPRC members shall review all projects they are assigned unless they recuse themselves because of potential conflict of interest".]	John McCowen	Judy Morris	Unanimous	1.19.12
Approved general consensus to move forward with the NCIRWMP Project Application, Review and Selection Process: Conflict of Interest Policy after Humboldt and Mendocino County Counsels review the proposed policy.	Jimmy Smith	John McCowen	Unanimous	1.19.12
Approved general consensus to adopt the NCIRWMP Project Application, Review and Selection Process: On-going Project Inclusion Process with Supervisor's McCowen's suggested edits. [to provide a more active voice.]	Gerry Hemmingsen	Judy Morris	Unanimous	1.19.12
Approved general consensus to approve recommendations for the NCIRWMP Project Application, Review and Selection Process: Project Budget Under-Runs and Funding Reallocation Process.	Kendall Smith	Judy Morris	Unanimous	1.19.12
Approve resolution honoring Jimmy Smith.	Jake Mackenzie	Judy Morris	Unanimous	7.19.12
Approve the PRP Directed Guidelines for Project Scoring and Selection.	Judy Morris	Marcia Armstrong	Unanimous	7.19.12
Approve the Public Input Guidelines, with suggested revisions. [Materials delivered to staff from the public as a part of public comment be published on the NCIRWMP website. Review by Humboldt County Counsel for Brown Act adherence. Consider re-wording the process to make it more understandable to project proponents.]	John McCowen	Grace Bennett	Unanimous	7.19.12
Approve the Draft NCIRWMP Proposition 84, Project Implementation Round 2 application process.	Jake Mackenzie	Judy Morris	Unanimous	7.19.12
Explore new options for name, logo, branding and bring alternatives and recommendations to the PRP for discussion at their meeting in October.	Judy Morris	Efren Carrillo	Unanimous	7.19.12
Support staff recommendation for Chair, Vice-chair and Executive Committee Election Process	Efren Carrillo	Kendall Smith	Unanimous	10.18.12
Nominate Supervisor Judy Morris as Vice Chair	Jake Mackenzie	Kendall Smith	Unanimous	10.18.12

TRACKING MOTIONS

Motion	Made by	Seconded	Vote	Date
Nominate Supervisor Marcia Armstrong	John McCowen	Grace Bennett	Unanimous	10.18.12
Recommends Sandra Perez and Wayne Haydon as Co-Chairs of the TPRC, as nominated by Mark Lancaster	Jake Mackenzie	Mark Lovelace	Unanimous	10.18.12
Form an ad hoc committee comprised of Tribal PRP and TPRC members, and potentially other PRP and TPRC members up to Brown Act membership limits; extend the Tribal RFP deadline by 3 weeks; integrate tribal priorities outlined in PRP and TPRC Tribal proposal to the degree that it is consistent with the DWR contract.	Judy Morris	Kendall Smith	9 ayes, 3 noes; Chair Mackenzie requested additional members for tribal Ad Hoc Committee. Supervisor Sundberg volunteered, and was approved as the final member of the ad hoc committee.	10.18.12
New name for NCIRWMP is NORTH COAST RESOURCE PARTNERSHIP (NCRP)	Kendall Smith	John McCowen	Unanimous	10.18.12
NCRP Conference to be held on October 2, 3, 4, 2012 (Technical Sessions on 2nd)	Jake Mackenzie	Kendall Smith	Unanimous	10.18.12
PRP will not support the addition of population as a criterion in the NCIRWMP Project Application, Review and Selection Process as suggested by Russian River Watershed Association.	Kendall Smith	John McCowen	Unanimous	10.18.12
Accept staff recommendation on Project Application, Review and Selection Process, revised to include Supervisor Armstrong's recommended additions, and revisit potential economic units for further discussion at a future meeting	Judy Morris	Mark Lovelace	Unanimous	10.18.12
To authorize a letter to respond to concerns provided to the team from Kara Heckert and to state the intention to debrief with the TPRC and to continually improve the project review process	Supervisor Morris	Supervisor Lovelace	Unanimous	01.17.13
To accept/approve the TPRC recommended NCIRWMP Proposition 84, Round 2 Implementation Priority Project portfolio	Supervisor McCowen	Supervisor Bennett	Unanimous (Recusals: Dale Roberts and Javier Silva)	01.17.13
Approve Proposed Process & Criteria for Sub-Contracts to Counties and Tribes	Supervisor Morris	Supervisor Hemmingsen	Nays –Armstrong and Bennett Ayes - Chair Mackenzie, Vice-Chair Morris, Hemmingsen, Sundberg, Lovelace, McCowen, Gjerde, Dale Roberts (alternate), Leaf Hillman, Javier Silva (alternate)	01.17.13

TRACKING MOTIONS

Motion	Made by	Seconded	Vote	Date
Formation of ad-hoc committees: Prop 84 Planning Grant & Strategic Growth Council Planning Grant	Supervisor Morris	Supervisor Armstrong	Unanimous	01.17.13
To accept staff recommendation for NCIRWM Plan, Version 3 review and input process.	Chairman Mackenzie		Unanimous	01.17.13
To accept the Planning Ad Hoc Committee recommendation for Representing Diverse Views/Local Autonomy	Supervisor McCowen	Supervisor Armstrong	Unanimous	07.18.13
Direct staff to compile comments regarding the NCIRWMP Goals and Objectives and provide to PRP and TPRC for additional comments and input	Supervisor Lovelace	Supervisor Bennett	Unanimous	07.18.13
To approve the TPRC and Project Review Ad Hoc Committee Recommendation for process for providing technical assistance: NCIRWMP DAC Water & Wastewater Service Provider Support Program	Leaf Hillman	Supervisor McCowen	Unanimous	07.18.13
If there was a need for a NCRP quarterly meeting in October, that the meeting be held at the NCRP Conference location in Fortuna in the afternoon on October 2.	Supervisor Lovelace	Supervisor Bennett	Unanimous	07.18.13
To approve agenda with change to an error on Page 8 of the meeting materials (change Item # V to Item # XI)	Supervisor McCowen	Supervisor Lovelace	Unanimous	04.17.14
To approve staff recommendation (see below) with the addition of the following language "and when the North Coast Executive Committee determines that it is necessary". **New practice/policy:** when time is not a constraint, NCRP staff will agendize plans, processes, and project applications at a PRP/TPRC meeting for formal approval prior to finalization. When this is not feasible due to the challenges outlined under "issues", above, NCRP staff will agendize the item for the next following PRP/TPRC meeting. The finalized plan, process or project application will be discussed and any suggestions for future revisions incorporated.	Supervisor McCowen	Supervisor Carrillo	**Opposed -** Supervisor Armstrong, Supervisor Bennett **Approved** - Jake Mackenzie, Javier Silva, Supervisor Hemmingsen, Supervisor Sundberg, Supervisor Lovelace, Supervisor McCowen, Supervisor Gjerde, Supervisor Byrne, and Supervisor Carrillo	04.17.14
1) Disband 2013 Project Review Ad Hoc Committee 2) Form Project Evaluation Ad Hoc Committee to advise staff, TPRC, and make recommendations to PRP on project evaluation and selection criteria. Disband upon completion of this task. 3) Convene a 2014 SGC Planning Ad Hoc Committee to review draft approach and content for SGC grant, provide input into SGC planning sub-grant criteria to counties and tribes, make recommendation to PRP on funding awards for planning sub-grants – disband upon completion of this task 4) Convene a 2014 NCIRWM Planning Ad Hoc Committee to review draft	Supervisor Armstrong	Supervisor McCowen	Unanimous	04.17.14

TRACKING MOTIONS

Motion	Made by	Seconded	Vote	Date
NCIRWM Plan sections and make recommendations to staff, TPRC and PRP. Disband when task is complete. 5) At a future PRP meeting, evaluate whether the PRP would like to establish a standing planning committee to advise and make recommendations on all planning efforts for the NCRP.				
Directing staff to develop suggestions to provide to the legislature on payment processes and enhancements to the process and in conjunction with the Executive Committee, develop a letter for submittal to legislation and assembly regarding streamlined process for payment.	Supervisor Armstrong	Supervisor Gjerde	Unanimous	04.17.14
The PRP directs staff to move forward with a NCRP 2014 Drought Solicitation with a funding cap of $8.7 million. The draft 2014 NCRP Project Review and Selection Process Guidelines and NCRP 2014 Drought Solicitation Project Application was approved with the provision that refinements would be made with input from the Ad Hoc Committee and TPRC. In addition, the PRP approved that the NCRP 2014 Drought Solicitation grant would be considered phase one of two funding phases to ensure regional representation in project selection for the remaining Proposition 84 Implementation funding. During the final 2015 Proposition 84 Implementation Funding round, project selection will take into account the location of the NCRP 2014 Drought Projects, if funded.	Supervisor Morris	Supervisor McCowen	Unanimous	04.17.14
To finalize the NCRP/NCIRWM Plan Goals and Objectives per the meeting materials	Supervisor Morris	Supervisor Carrillo	Unanimous	04.17.14
Approve NCRP 06/13/14 agenda	Supervisor Sundberg	Supervisor Lovelace	Unanimous	06.13.14
To approve the Prop 84 Drought slate as recommended by the TPRC and secondly consider augmenting individual applications up to the $8.7 M limit.	Supervisor Lovelace	Supervisor Morris	Supervisor Lovelace withdrew motion. Supervisor Morris rescinded motion.	06.13.14
To approve the Prop 84 Drought slate as recommended by the TPRC	Supervisor Armstrong	Supervisor Bennett	**Approved**: Chair, Mackenzie, Supervisor Morris, Carol Cook, Supervisor Armstrong, Supervisor Bennett **Opposed**: Supervisor Hemmingsen, Supervisor Finigan, Supervisor Sundberg, Supervisor Lovelace, Supervisor	06.13.14

TRACKING MOTIONS

Motion	Made by	Seconded	Vote	Date
			McCowen, Supervisor Gjerde, Supervisor Carrillo, Mark Lancaster **Motion fails.**	
To fund the following projects and funding amounts: • Yurok Tribe, Weitchpec Water Station: $201,770, as recommended • City of Rio Dell, Rio Dell and Scotia CSD Emergency Water Intertie: $783,000, as recommended • Lewiston Park Mutual Water Company, Meter Installation: $224,604, as recommended • Sanctuary Forest Inc., Mattole Flow Program: $255,200, as recommended • Gualala River Watershed Council, the Flow Bank Program: $594,226, as recommended • Westhaven Community Services, Water Loss Reduction Project: $493,500, adding $118,000 • Sonoma County Water Agency, Sonoma-Mendocino Immediate Drought Relief: $1,050,000, adding $300,000 • City of Crescent City, Elevated Water Tank Rehabilitation: $438,000 [100% requested], adding $438,000 • Mendocino County Resource Conservation District, Implementing On-Farm Water Conservation Strategies in the Navarro Watershed: 0%, *deducting $144,171* • City of Ukiah, Ukiah Valley-Redwood Valley Water Supply Reliability Intertie and Well Development Project: $1,554,450 ($836,000 – 100% -- for interties), *deducting $1,156,800 from wells* • California Land Stewardship Institute, Agricultural Water Conservation and Water Supply Reliability Program: $1,970,251, adding $1,970,251 • City of Fort Bragg, Summers Lane Reservoir Project: $700,000, adding $700,000	Supervisor McCowen	Supervisor Gjerde	**Public Comment on the motion:** Tim Ericson, City of Ukiah recommends the motion. ***Decision by roll call:*** **Approved:** Chair Mackenzie, Supervisor Morris, Supervisor Hemmingsen, Supervisor Finigan, Supervisor Sundberg, Supervisor Lovelace, Supervisor McCowen, Supervisor Gjerde, Supervisor Carrillo **Opposed:** Carol Cook, Supervisor Armstrong, Supervisor Bennett, Mark Lancaster **Decision Approved.**	06.13.14
Jake Mackenzie and Supervisor Morris are re-nominated and approved as Chair and Vice Chair.	Supervisor McCowen		**Unanimous**	10.16.14
To nominate and approve Supervisor Bennett as the third member of the	Chair	Supervisor	**Unanimous**	10.16.14

TRACKING MOTIONS

Motion	Made by	Seconded	Vote	Date
Executive Committee	Mackenzie	McCowen		
To nominate and approve Wayne Haydon and Sandra Perez continue as TPRC Co-Chairs.	Chair Mackenzie	Supervisor McCowen	**Unanimous**	10.16.14
Review and Approve Agenda: suggests moving Items IX & X before Item VIII & suggests adjourning the meeting at 2:00 pm to allow PRP and TPRC members to attend the Water Board Coalition conference call meeting.	Supervisor McCowen	Supervisor Sundberg	**Unanimous**	01.15.15
To accept new language that defines the Executive Committee election process: *The NCRP Executive Committee is a Standing Committee, subject to the Brown Act. The Executive Committee is comprised of the Policy Review Panel Chair, Vice-Chair, ~~and~~ a third member, nominated and approved by the Policy Review Panel and a fourth member nominated by the Tribal representatives and approved by the Policy Review Panel. The Policy Review Panel reconsiders the third and fourth ~~member's~~ members' appointment every two years. The Executive Committee provides day-to-day leadership for the NCRP, including signing letters of support, represents the NCRP with legislators and key agency partners and makes time-sensitive decisions on behalf of the NCRP. Any time sensitive decisions made by the Executive Committee reflect previous Policy Review Panel direction and are consistent with Policy Review Panel approved goals and objectives. Decisions are made by unanimous or majority vote. When majority vote cannot be reached, the decision is brought before the full Policy Review Panel for consideration. Executive Committee decisions are reported via email or provided as an update to the full Policy Review Panel at their next quarterly NCRP meeting.*	Supervisor McCowen	Supervisor Carrillo	**Unanimous**	01.15.15
Tribal representatives nominated Leaf Hillman of the Karuk Tribe for the Tribal Executive Committee position. Leaf Hillman accepted the nomination. Motion to approve nomination.	Supervisor Lovelace	Supervisor McCowen	**Unanimous**	01.15.15
To authorize the Executive Committee to take necessary actions to provide input on behalf of the NCRP as implementing legislation is developed and to direct staff to set up meetings in Sacramento with key	Supervisor Carrillo	Supervisor McCowen	**Unanimous**	01.15.15

TRACKING MOTIONS

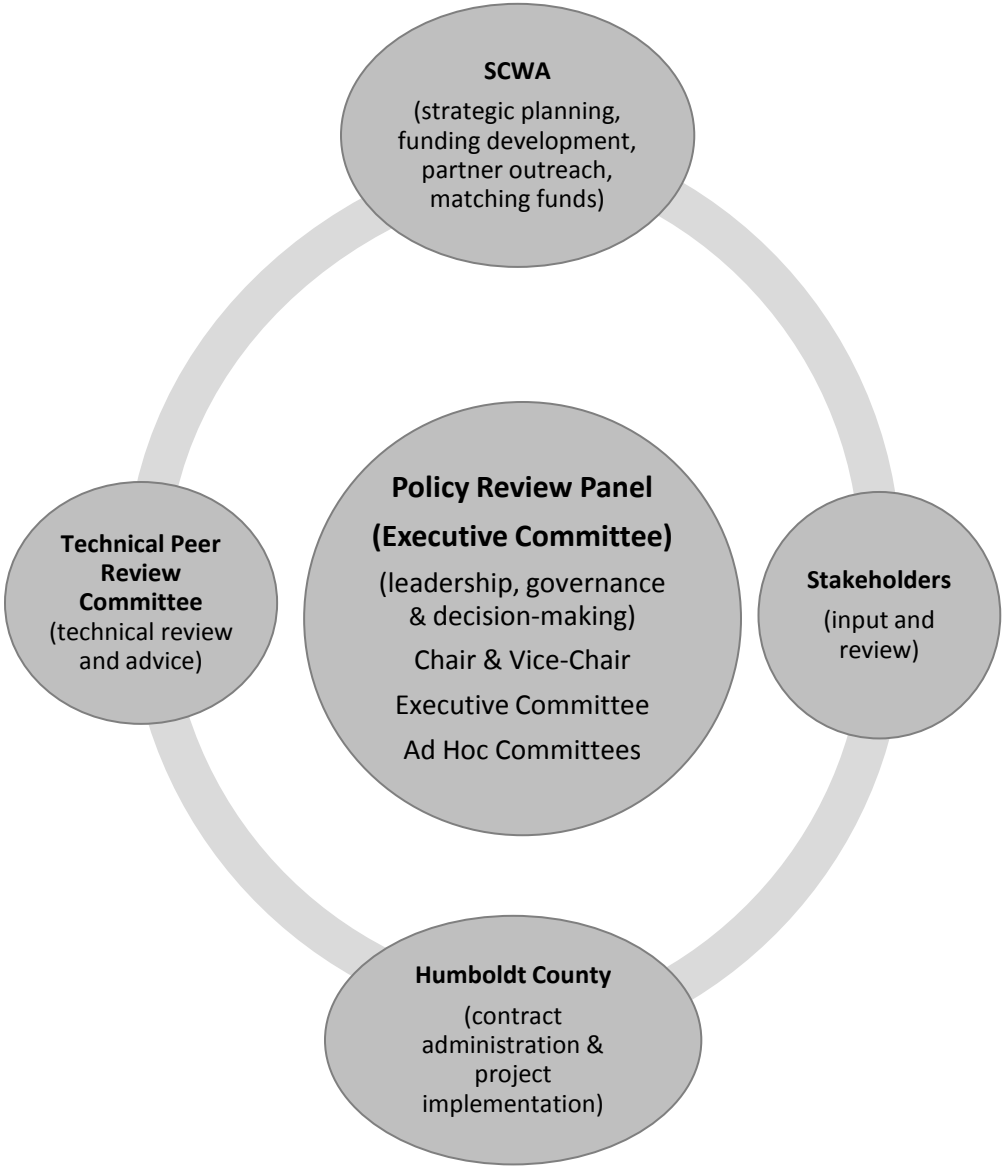
Motion	Made by	Seconded	Vote	Date
legislators and agency staff to deliver these common messages and promote NCRP goals and objectives.				
To adopt the TPRC recommendation with minor edits as provided to the TPRC Co-chairs and as needed. **TPRC Recommendation:** approval of the 2015 NCRP Project Review and Selection Process Guidelines, NCRP 2015 Project Proposal Scoring Criteria and the NCRP 2015 Project Application materials to allow for the commencement of the NCRP 2015 Project Solicitation and development of a regional NCRP 2015 Grant Application which is expected to be due to DWR in early August. The recommendation includes approval to allow minor changes made by staff with input from the TPRC Co-chairs to the NCRP Project Review and Selection Process Guidelines and NCRP 2015 Project Application materials, if necessary, to comply with the final DWR IRWM 2015 Guidelines and 2015 Project Solicitation PSP expected to be released in May.	Supervisor McCowen	Supervisor Morris	**Unanimous**	04.16.15
To adopt the TPRC recommendation giving preference to projects that effectively address long-term drought preparedness by providing a weighting factor of 2 to the Drought Preparedness scoring criteria, allowing up to 10 out of 75 points to drought preparedness projects.	Supervisor McCowen	Supervisor Morris	**Unanimous**	04.16.15
To reconfirm the direction to the TPRC to take into account the location of the NCRP 2014 Drought Projects when developing their project portfolio recommendation for the NCRP 2015 Project funding round.	Supervisor McCowen	Supervisor Hemmingsen	**Unanimous**	04.16.15
To nominate Supervisor Morris as PRP Chair	Supervisor McCowen		**Unanimous**	04.16.15
Review and Approve Agenda	Supervisor Gore	Supervisor Bennett	**Unanimous**	07.02.15
To adopt the Executive Committee recommendation of Efren Carrillo for nomination. No other nominations came from the floor.	Supervisor Bennett		**Unanimous**	07.02.15
To accept the TPRC recommendation for the 2015 NCRP Priority Projects	Supervisor Carrillo	Supervisor McCowen	**Unanimous**	07.02.15

Appendix C

North Coast Resource Partnership Management Structure and Roles

2010 - 2015

North Coast Resource Partnership Management Structure and Roles



Core Roles & Tasks	Humboldt County	SCWA	PRP	TPRC
Strategic Vision, Direction/Planning	x	x	x	x
Implementation Project Management	**X**			
Contract Administration	**X**			
Stakeholder Outreach	x	**X**	x	x
PRP Coordination		**X**		
Public Relations	x	x	x	
Research, Planning & Technical Writing		**X**		
Technical Support & Assistance		**X**		x
Conferences/Workshops		**X**		
Funding Applications		**X**	x	x

North Coast Resource Partnership Staffing Team

Leadership & Direction

Policy Review Panel (PRP) Chair
Policy Review Panel Vice-Chair
PRP Executive Committee
Ad Hoc Committees

Humboldt County (implementation/contract administration)

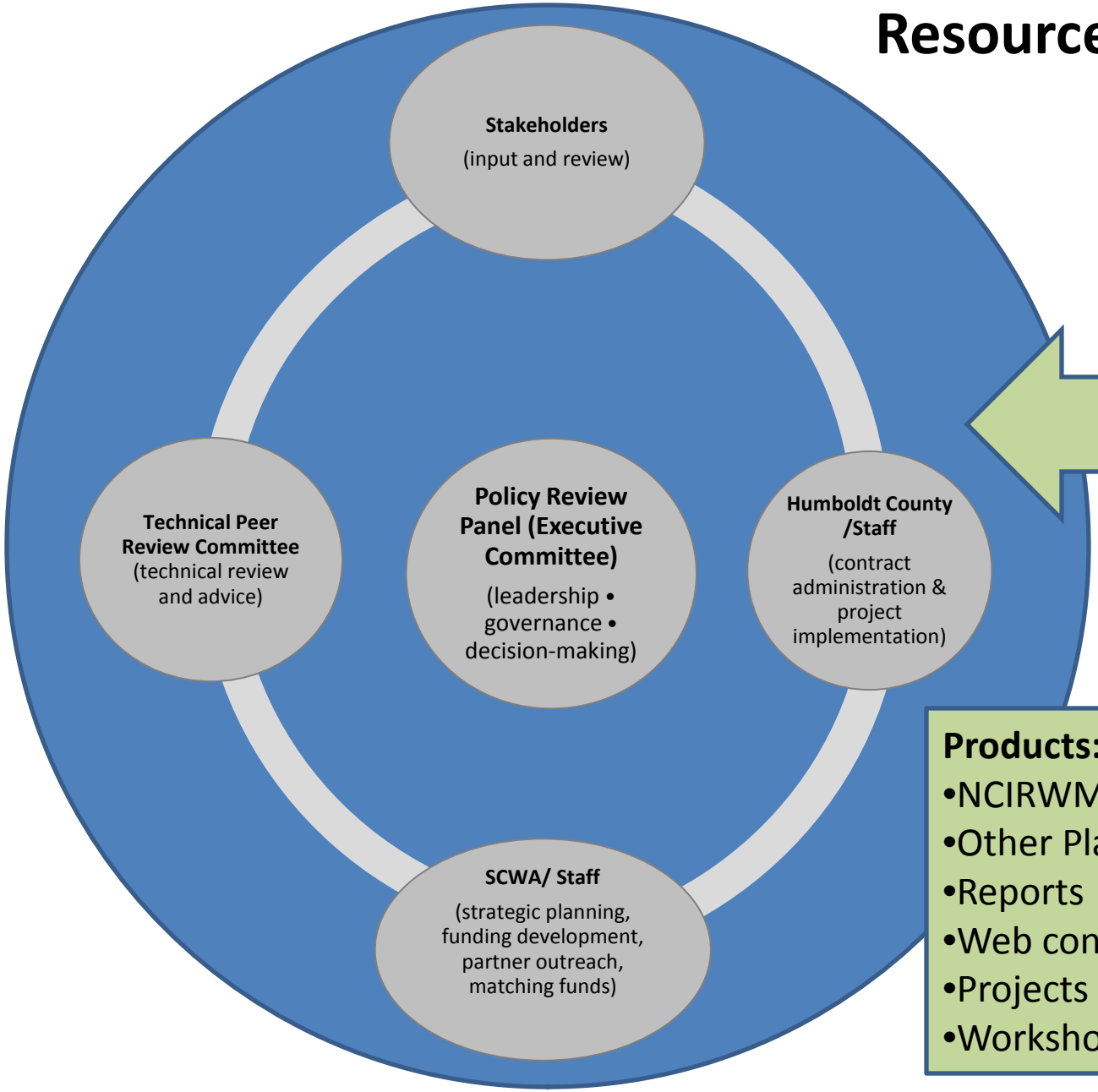
- strategy, overall implementation contract mgt
- implementation contract/project mgt, sub-grantee communication

Sonoma County Water Agency (forward planning/funding)

- strategy, legislative, overall SCWA contract management
- day to day project management of SCWA tasks (forward planning, funding development, stakeholder outreach, PRP coordination, technical support)

Consultants: website, economists, engineers, tech writers, conference assistance, strategic planning, consensus building, funding strategy

North Coast Resource Partnership



Input:
- Stakeholders
- Grantor requirements
- Fed/ State/ Local laws, priorities & knowledge
- Project identification
- Planning priorities

Products:
- NCIRWM Plan
- Other Plans (SGC)
- Reports
- Web content
- Projects
- Workshops /outreach

Appendix D

NCIRWMP Memorandum of Mutual Understandings

2010

Attachment

Memorandum of Mutual Understandings
Integrated Regional Water Management Plan
November 11, 2010

1. PURPOSE

The purpose of this Memorandum is to establish the mutual understandings of North Coast area agencies, tribes and stakeholders with respect to their joint efforts towards an ongoing, adaptive North Coast Integrated Regional Water Management Plan (IRWMP) that will increase regional coordination, collaboration and communication and help in obtaining funding for water-related projects, watershed protection and enhancement, energy programs and projects, and climate change initiatives and increase regional economic vitality.

2. GOALS

The goals of the IRWMP are:

2.1. To develop a comprehensive plan to facilitate regional cooperation in providing water supply reliability, water recycling, water conservation, water quality improvement, storm water capture and management, flood management, watershed protection and enhancement, wetlands enhancement and creation, and environmental and habitat protection and improvement.

2.2. To foster coordination, collaboration and communication between North Coast agencies, tribes and stakeholders responsible for water-related and climate/energy issues and interested stakeholders, to achieve greater efficiencies, enhance public services, and build public support for vital projects.

2.3. To improve regional competitiveness for State and Federal grant funding.

3. DEFINITIONS

3.1. Integrated Regional Water Management Plan: The plan envisioned by state legislators, state resource agencies and local governments and stakeholders in the North Coast Region that integrates the projects and management plans of all water-related agencies, tribes and stakeholders in the North Coast Region, in order to foster coordination, collaboration and communication among those entities and to assist decision-makers in awarding grants and other funding. The plan will address water supply, water quality, wastewater, stormwater/flood control, watershed planning and aquatic habitat protection and restoration as well as economic development, assistance to disadvantaged communities, climate change mitigation and adaptation and energy independence.

3.2. Agency: A public entity, be it a special district, city or other governmental entity, responsible for providing one or more services in the areas of water supply, water quality, wastewater, recycled water, water conservation, stormwater/flood control, watershed planning, aquatic habitat protection, restoration, climate change mitigation and/or adaptation and local economic development.

3.3. Service Function: A water or climate-related individual service function provided by an agency or tribe, i.e. water supply, water quality, wastewater, recycled water, water conservation, stormwater/flood control, watershed planning, aquatic habitat protection or restoration, or energy programs

3.4. Project: An integrated, multi-benefit implementation activity in need of funding that addresses: water supply, water quality, wastewater, stormwater/flood control, watershed planning or aquatic habitat protection and restoration, local economic development, climate mitigation or adaptation and energy independence

3.5. Management Plan: An agency's, tribe's, or organization's plan, based in part on the land-use plans within the entity's jurisdiction, that addresses how that entity will provide service in the future in one or more of the following service functions: water supply, water quality, wastewater, recycled water, water conservation, stormwater/flood control, watershed planning, climate change mitigation/adaptation, or aquatic habitat protection or restoration.

3.6. Integration: Assembling into one document the water-related management strategies, projects and plans in the North Coast Region. The plan will identify water management and climate mitigation/adaptation strategies and priority projects for the region and demonstrate how these strategies and priority projects work together to provide reliable water supply, protect or improve water quality, provide watershed protection and planning, mitigate the effects of climate change, assist the region in adapting to climate change, provide local economic development – especially to disadvantaged communities - or provide environmental restoration and fisheries protection. Projects and plans would be categorized, and the regional benefits of linkages and interrelationships between multiple water and climate change management strategies, projects and plans of separate service functions would be identified, e.g. wastewater treatment and water recycling, stormwater/flood management, climate mitigation/adaptation or habitat restoration.

3.7. North Coast IRWMP Policy Review Panel (PRP). The governing and decision making body for the North Coast IRWMP, described in Section 5.4. The PRP reviews and approves plans and applications for grants or other types of financial assistance on behalf of the NCIRWMP and makes policy decisions on behalf of the NCIRWMP.

3.8. North Coast IRWMP Technical Peer Review Committee (TPRC). The panel is comprised of up to two technical representatives from each North Coast County and three tribal representatives. The TPRC representatives from each North Coast County will be appointed by the PRP members from each County. The tribal representatives on

the TPRC will be selected through the Tribal Representation Process attached hereto as Exhibit A. The TPRC is advisory to the PRP and evaluates and makes recommendations based on technical and scientific data. They will support staff in compiling and integrating projects and management plans of the North Coast region. Review committee members will define the process of compilation and integration including format, schedules, and ground rules to ensure process consistency and uniformity.

4. IRWMP PROJECT PARTICIPANTS

4.1 Local Public Agencies. Public agencies, which have developed projects and management plans, and are devoting staff to the process, will contribute to the development of the NCIRWMP both via in-kind staff support and in some cases direct financial support. These agencies will be signatories to this Memorandum of Mutual Understandings. As authorized by the NCIRWMP Policy Review Panel, a local public agency may act as a contracting entity on behalf of the NCIRWMP.

4.2. Tribes. Tribes, which have developed projects and management plans, are responsible to their respective constituents and members, and are devoting staff to the process, will contribute to the development of the NCIRWMP both via in-kind staff support and in some cases direct financial support. These tribes will be signatories to this Memorandum of Mutual Understandings.

4.3 Contributing entities. Other entities (including, but not limited to, business and environmental groups, and landowner organizations) are considered valuable contributors to the process. Contributing entities will be kept informed via the NCIRWMP website, will continue to be invited and encouraged to participate in all meetings and workshops, and may be signatories to this Memorandum of Mutual Understandings.

4.4. State and Federal Agencies. Such agencies may include the Department of Water Resources, the State Water Resources Control Board, the North Coast Regional Water Quality Control Board, the California State Coastal Conservancy, Department of Fish and Game, National Oceanic and Atmospheric Administration, Environmental Protection Agency, Natural Resources Conservation Service, Department of Conservation, California Energy Commission, and Department of Energy. Such agencies will be invited to participate in a variety of ways, including but not limited to, providing input into the NCIRWMP planning process, and updating the PRP and staff on relevant legislative, policy, regulatory and funding initiatives and opportunities. If they cannot participate in work meetings, staff and representatives of the PRP and TPRC will keep them advised of project and plan progress and seek guidance as needed.

5. MUTUAL UNDERSTANDINGS

5.1. Need for a North Coast IRWMP

5.1.1. The North Coast IRWMP process is intended to foster increased coordination, collaboration and communication between North Coast agencies, tribes and interested stakeholders that may result in more effectively managed resources, cost efficiencies and better service to the public.

5.1.2. Also, representatives of state resource agencies and state legislators have suggested that qualification of some state grants and other funding criteria will require development and implementation of Integrated Regional Water Management Plans.

5.2. Subject matter scope of the IRWMP. The IRWMP will include, but may not necessarily be limited to, water supply, water quality, wastewater, recycled water, water conservation, stormwater/flood control, watershed planning and aquatic habitat protection and restoration, climate mitigation and adaptation, local economic development or energy independence programs. It is acknowledged that the management plans of each individual public agency or tribe are based, in part, on the land-use plans within an agency's or tribe's jurisdiction. Therefore, the NCIRWMP will by design incorporate the land-use plans and assumptions intrinsic to the respective service functions of these local agencies

5.3. Geographic scope of the IRWMP. The North Coast Region for this Memorandum is defined as the seven North Coast counties – Modoc, Del Norte, Siskiyou, Humboldt, Trinity, Mendocino, and Sonoma. These counties lie within the North Coast Hydrologic Region, even though some areas of some counties and individual agencies may lay outside the North Coast hydrologic region. Where it demonstrably supports the purpose of the NCIRWMP, as determined by the NCIRWMP Policy Review Panel, collaborations may extend beyond the NCIRWMP regional boundary into other counties and/or states. In the case of energy independence endeavors, boundaries may encompass full counties.

5.4. Approach to developing the IRWMP

5.4.1. The first phase of the NCIRWMP formed the PRP and TPRC, developed a NCIRWMP website for stakeholder communication and data sharing, developed the North Coast IRWM plan, identified water management strategies for the region and the integrated priority projects that demonstrate how these strategies work together to provide reliable water supply, protect or improve water quality, provide watershed protection and planning, and provide environmental restoration and fisheries protection. Opportunities to identify regional benefits and linkages between multiple water management strategies among projects and plans of separate service functions were identified

5.4.2 Future phases of the NCIRWMP are expected to expand upon and further integrate existing strategies, add new regional strategies (including but not limited to climate mitigation and adaptation and energy independence) continue and enhance stakeholder outreach and inclusion, and coordinate and collaborate – where applicable – beyond the boundaries of the North Coast IRWMP with other regional, statewide and

national efforts that are relevant to NCIRWMP goals and objectives.

5.4.3 Policy Review Panel. The North Coast IRWMP Policy Review Panel shall consist of two representatives from each of the seven Counties (Modoc, Del Norte, Siskiyou, Humboldt, Trinity, Mendocino, and Sonoma) plus three tribal representatives selected by the North Coast tribes according to the "Tribal Representation Process" attached hereto as Exhibit A. Such County representatives shall be designees of the Board of Supervisors of the County. Each County shall also designate two alternates who have expertise in water, wastewater, land-use, or energy planning, and are familiar with the North Coast IRWMP process, and who may be members of the Technical Peer Review Committee. Each tribal representative may have one alternate who would be selected according to the Tribal Representation Process (Exhibit A), and who may be a member of the Technical Peer Review Committee. In the event that the elected or tribal representatives are unavailable for a particular meeting, the alternates may participate on their behalf. All meetings of the Policy Review Panel will be subject to and carried out in accordance with the provisions of the Ralph M. Brown Act. All PRP members acknowledge and agree that the PRP is subject to the Ralph M. Brown Act. Panel members may participate in panel meetings via teleconferencing, consistent with the requirements of the Brown Act.

5.5. Decision-making. Decision-making will be conducted by the North Coast IRWMP Policy Review Panel. The panel shall seek to arrive at a consensus if the need for a decision arises. If the panel cannot reach consensus, decisions shall be made as follows:

5.5.1. Quorum. Representatives or alternates constituting one-half or more of the total number of representatives on the Policy Review Panel shall constitute a quorum for purposes of transacting business or arriving at a decision.

5.2.2. One vote per representative. Each representative (or alternate, if a representative is not present) shall have one vote.

5.2.3. Majority vote. If a quorum is present, the affirmative vote of a majority of members of the Policy Review Panel present at a meeting is required to, and is sufficient to, approve any item of business or make any necessary decision.

5.6. Approval of the NCIRWMP. Review and approval of the final North Coast Integrated Regional Water Management Plan will occur by voting of the NCIRWMP Policy Review Panel, with input from the NCIRWMP Technical Peer Review Committee, North Coast region stakeholders and NCIRWMP staff. The NCIRWMP will also be brought before each North Coast County's Board of Supervisors for consideration and adoption. Tribes will approve the NCIRWMP according to the Tribal Representation Process.

5.7. Non-binding nature; termination and withdrawal. Execution of this Memorandum and participation in this IRWMP effort are legally nonbinding, and in no way impair an

agency or tribe from continuing its own planning or undertaking its own, separate efforts to secure project funding from any source. An agency or tribe may withdraw from this Memorandum and participation in the NCIRWMP at any time by notifying the NCIRWMP contracting entity in writing. Nothing in this Memorandum is intended to give the NCIRWMP or its Policy Review Panel any decision-making authority over matters within the jurisdiction of any signatory County, agency, or tribe.

5.8. Personnel and financial resources. It is expected that agencies, tribes, and organizations will contribute the personnel and financial resources necessary to develop the NCIRWMP.

5.9. Reports and communications. Staff and the Policy Review Panel and Technical Peer Review Committee will regularly report on their progress to the agencies, tribes, and stakeholders participating in the NCIRWMP process and the associations or organizations to which they belong that are involved in the NCIRWMP process.

6. Entirety of Memorandum of Mutual Understandings. This Memorandum of Mutual Understandings (MOMU) shall constitute the entire MOMU between the parties relating to the Integrated Regional Water Management Plan and shall supersede all prior MOMUs concerning the same subject matter.

7. SIGNATORIES TO THE MEMORANDUM OF MUTUAL UNDERSTANDINGS
We, the undersigned representatives of our respective agencies or tribes, acknowledge the above as our understanding of how the North Coast Integrated Regional Water Management Plan will be developed and maintained over time.

_____	_____
Signature	Date
_____	_____
Printed Name	Agency / Tribe
_____	_____
Signature	Date
_____	_____
Printed Name	Agency / Tribe

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More signature blocks as required

Exhibit A - Tribal Representation Process

November 2010

In response to a proposal endorsed by 20 tribes, the Policy Review Panel (PRP) of the North Coast Integrated Regional Water Management Plan (NCIRWMP) voted to establish three seats on the PRP and three seats on the Technical Peer Review Committee (TPRC) for tribal representatives.

The tribes of the North Coast region devised the following process to select representatives and approve the NCIRWMP. This process can be modified upon a unanimous vote of the three acting tribal PRP representatives. Modifications to this document will not require approval of signatories to the MOMU and will not be treated as a modification of the MOMU.

Nomination & Voting:

The North Coast IRWMP funding region is divided into three districts – Northern, Central and Southern – for the purpose of selecting tribal representatives to fill the PRP and TPRC seats. Tribes within each district may select one PRP representative and one TPRC representative. Each representative may have one alternate. Tribes within each district may use one of the following two options to select their representatives.

Option 1:

When there is a vacancy for a tribal PRP or tribal TPRC seat in a given district, each tribe within the district will be given 31 days to select one nominee to fill the seat. The maximum number of vacancies for a given district would be two in the event that the tribal PRP and TPRC seats become vacant.

Each tribe may appoint one voting delegate. Each voting delegate will retain her/his status unless (s)he is removed or replaced by the tribe that appointed her/him.

At the end of the 31 day period allotted to nominate representatives, each voting delegate will be given ten days to cast one vote for each vacant seat in their district.

The PRP and TPRC nominees who receive the largest number of votes become the representative for that district. The PRP and TPRC nominees who receive the second largest number of votes may become an alternate representative for that district if they choose to do so. If not, then the representative with the third largest number of votes may choose to be the alternate representative for that district. Districts are not required to select alternate representatives.

Option 2:

When there is a vacancy for a tribal PRP or tribal TPRC seat in a given district, each tribe within the district will be given 31 days to select one nominee to fill the seat. The

maximum number of vacancies for a given district would be two in the event that the tribal PRP and TPRC seats become vacant.

Each tribe may appoint one voting delegate. Each voting delegate will retain her/his status unless (s)he is removed or replaced by the tribe that appointed her/him.

The majority of voting delegates within a region can meet in person and/or by conference call and choose their district's representative(s), and alternate representative(s) if any, by consensus. All voting delegates within the respective region must be notified at least two (2) weeks in advance of this meeting. Voting delegates who cannot participate in this meeting must be contacted and consent to the decision(s) reached at the meeting. If a consensus cannot be reached, Option 1 must be utilized.

Approval of the NCIRWMP:

NCIRWMP review and approval will occur by voting of the three tribal PRP members with input from tribal TPRC representatives and tribal voting delegates.