

CREST
Cleaner Rivers through Effective Stakeholder TMDLs
Executive Subcommittee Meeting of October 19, 2004
Minutes

Attendees: Donna Toy Chen (City of Los Angeles)
 Ginachi Amah (LARWQCB)
 Khalil Abu-Saba (LWA)
 Beth Bax (LA County Sanitation Districts)
 Vicky Conway (LA County Sanitation Districts)
 Heather Boyle (CDM)
 Sheila Brice (City of Los Angeles)
 Kellene Burn-Roy (CDM)
 Gerry Greene (City of Downey)
 Shahram Kharaghani (City of Los Angeles)
 Dan Lafferty (LACDPW)
 Judi Miller (CH2M HILL)
 Morad Sedrak (City of Los Angeles)
 Paul Thakur (Caltrans)
 Daniel Wall (City of Burbank)

Copies: CREST Steering Committee members

DISCUSSION:

ROLE OF EXECUTIVE SUB COMMITTEE
<ul style="list-style-type: none"> • Give direction on funding decisions <ul style="list-style-type: none"> -Focus money available -Avoid litigation -Develop fair apportionment -Track in-kind services (for efficiency & value provided) -Foster mutual trust -Solicit grants/ outside funding as cooperative group

DECISION MAKING
<ul style="list-style-type: none"> • Process needs to provide voice to dissenting opinions <ul style="list-style-type: none"> -Need open dialogue with Steering Committee -Executive Subcommittee is not just "budgeting" committee -Steering Committee and Executive Subcommittees need to reach agreement on decisions • Encourage all Steering Committee members to be vested in process either via monetary contributions or through the provision of in-kind services • Those contributing funds have veto power

- Non-paying members can provide advice and recommendations
- Paying members must be careful not to alienate non-paying members
- Steering Committee members need to be included in early discussions of the funding process
 - This should be an agenda item at Steering Committee meeting (First 45-60 mins?)
- What other mechanisms can be applied to value the input of non-paying members?
 - Select a nominal fee for membership
 - Paying CREST members fund a representative for non-paying participants (e.g., environmental groups)
- Cash counts-need it to do work
- If an environmental group brings in grant funding, does that give them an increased voice in decision-making?
- Executive Subcommittee decides on use of funds, with consideration of input from Steering Committee
- Executive Subcommittee might disagree with Steering Committee prioritization
- Need process in place so that there is full and open understanding for decisions made by Executive Subcommittee
 - Transparent discussions
- May hit deal-breakers, anyway
- Should same individual represent an organization at both the Steering Committee and Executive Subcommittee? (Address at next Steering Committee meeting.)

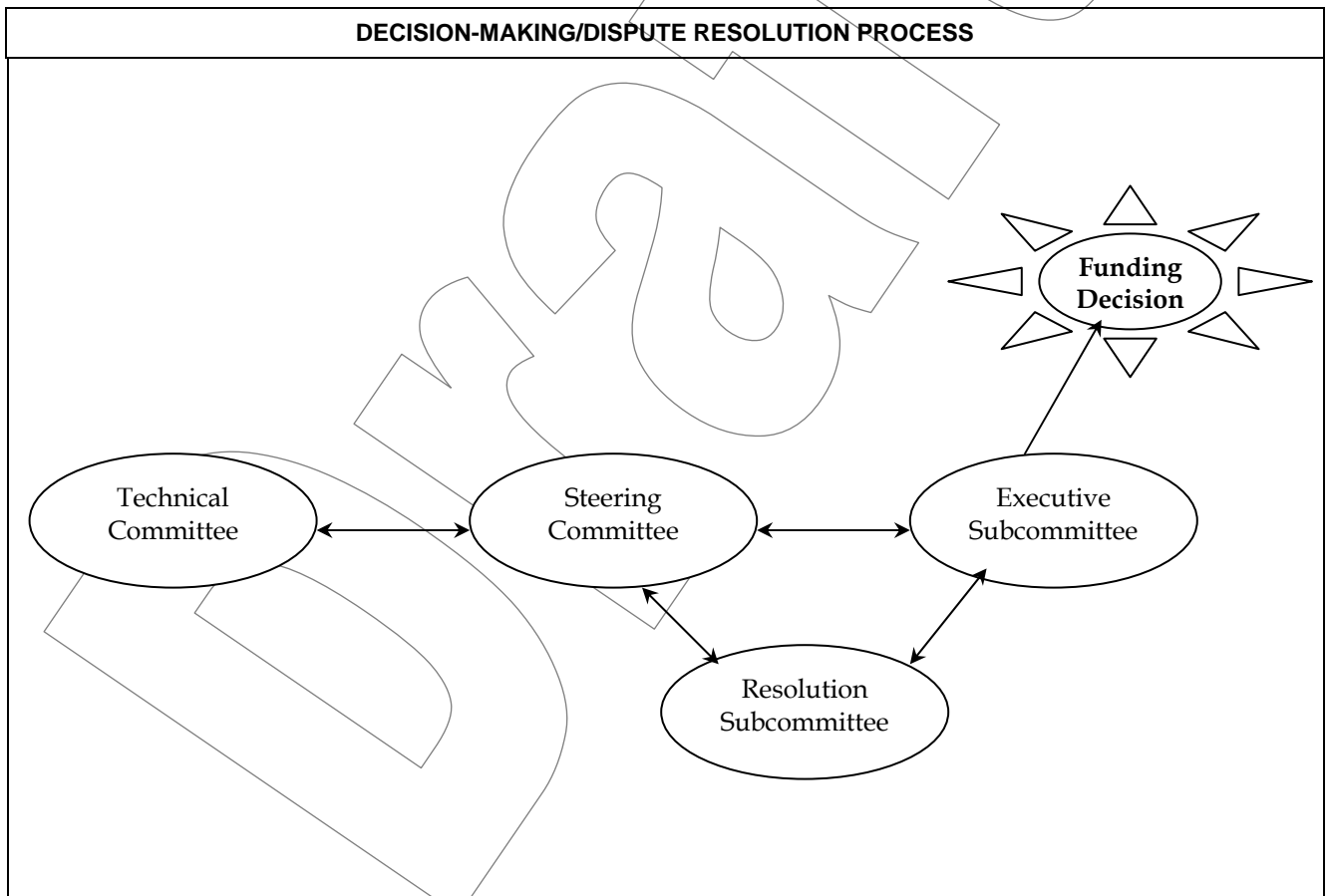
IN-KIND SERVICES

- Anticipate CREST costs will be for:
 - Program management
 - Technical deliverables
- Meeting attendance required for all CREST members and is not considered "In-Kind Services"
- Activities beyond meeting attendance would qualify, e.g. sampling, lab analyses
- Participation in Technical Committee required of all CREST members who are contributing "In-Kind Services"
 - Just attendance and associated participation (e.g., TMDL reviews) do not qualify as "In-Kind Services"
 - Research, review, etc., beyond meeting attendance would qualify
- Credit for "In-Kind Services" would be for activities that are above and beyond the expectations of committee members
- In-Kind Services should contribute toward deliverables "production"
- Requirements should differ for environmental groups vs. agencies
- How do we get environmental groups to participate?

MINIMUM COMMITTEE REQUIREMENTS

- What will the threshold be for the magnitude of these contributions?
- Need to identify minimum requirements for committee membership, as well as the consequences for not meeting them (Address at next Steering Committee meeting)
- Allow committee members to "audit" level/rate of participation
- Provide "open mic" segment at end of each meeting for input from others outside of committee membership

EXAMPLES OF IN-KIND SERVICES			
Environmental Groups	Agencies	Regulators	Industry
Work offsets cost of tech. Deliverable	Applying for grants	Provide consulting work	Applying for grants
Quantify representation of env. Group	Work offsets cost of tech delivs.	Grant proposal writing	Innovative product development (Implementation phase)
Commit to future contributions during TMDL implementation?	Quantify representation	Advise	Work offsets tech. Deliv.
Applying for grants		Written approval of study of monitoring plans (work plan)---> add to mou	Quantify representation





01234