

The following notes are taken primarily from notes that were taken on flip charts during the March 25, 1999 LTMS Management plan workshop by Esther Hill, the workshop facilitator. Explanatory text has been added (in italics) in some places.

### Minutes for LTMS Management Workshop

March 25, 1999, 9:30am–11:50am

San Francisco Bay Conservation and Development Commission Offices

### AGENDA

- 9:30 Agenda Review and Introductions
- 9:40 LTMS Goals
- 9:50 Purpose of Workshops
- 10:05 How to Conduct Workshops
- 11:10 Issues to Cover in Workshops - Order of Workshops
- 11:40 Summary of Decisions; Action Items
- 11:50 Adjourn

### I. INTRODUCTIONS AND PURPOSE FOR ATTENDING WORKSHOP

*The facilitator asked attendees to introduce themselves, state their affiliation, and (in 10 words or less) describe why they are attending these workshops.*

- Jack Gregg: Protect Water  
(San Francisco Bay Regional Water Quality Control Board – RWQCB)
- Kathy Dadey Get Input From Stakeholders  
(U. S. Environmental Protection Agency)
- Jaime Michaels How To Write Plan  
(San Francisco Bay Conservation and Development Commission – BCDC)
- Glynnis Collins Writing Plan  
(RWQCB)
- Patryja Bossak Learn About Issues  
(BCDC)
- Becky Ota Make Sure Resources Are Protected  
(California Department of Fish and Game)
- Larry Fade Dredging Community Needs Support  
(U. S. Army Corps of Engineers – USACE)
- Scott Nicholson Get Input and Ensure Success for LTMS Implementation  
(USACE)
- Bridgette Deshields Give Input  
(Harding Lawson Associates/Port of San Francisco)
- Ellen Johnck Ensure Successful Outcome  
(Bay Planning Coalition)
- Michael Norris Department of Water Resources Interested in Disposal  
(California Department of Water Resources)

Nathan Rappaport Interested in Estuary Issues

(DOI?)

Steve Goldbeck Implement LTMS

(BCDC)

Linda Sheehan Representing Environmental Interests and Interest in MP Process

(Center for Marine Conservation)

Joanne Cox To Ensure Basin Plan Amendment goes Smoothly

(State Water Resources Control Board)

David Dwinell Give Input

(USACE)

Bill DeJager Give Input

(USACE)

John Amdur Facilitate Beneficial Reuse That is Practical - and takes into account impacts  
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(Port of Oakland)

Delphine Prevost Need to Know LTMS

(Port of Oakland)

Ed Arango As a Dredged Material Producer, Need to Know Issues

(City of Foster City)

Sandra Threfall Interest in Reuse Issues for Dredged Material

(City of Oakland resident)

Ron Gervason Give and Get Input

(RWQCB)

Barbara Salzman Watch What is Going On

(Marin County Audubon Society)

Don Kinkela Participate

(Chevron Products Company)

Doug Lipton Montezuma Project

(Levine Fricke Restoration Corp.?)

## II. LTMS GOALS

*Ron Gervason (RWQCB) pointed out the goals of the LTMS program and the key decisions that have been made so far.*

### A. The LTMS Goals:

1. Maintain in an economically and environmentally sound manner those channels necessary for navigating in the San Francisco Bay and Estuary and eliminate unnecessary dredging activities in the Bay and Estuary
2. Conduct dredged material disposal in the most environmentally sound manner
3. Maximize the use of dredged material as a resource
4. Establish a cooperative permitting framework for dredging and dredged material disposal applications

**B. Key Decisions to Date (from the EIS/EIR):**

1. Alternative 3 is the selected alternative
  - a. It includes numerous Policy-Level Mitigation Measures
2. There will be a Management Plan to Implement Alternative 3
  - a. The Management Plan will be developed with public input
  - b. Bay Plan and Basin Plan Amendments will reflect the Management Plan
  - c. The Management Plan will be revised as necessary every 3 years
  - d. Programmatic re-evaluation will occur every 6 years
3. There will be a Transition Period for Implementation
  - a. It Includes an immediate drop in overall In-Bay disposal volume
  - b. Initially, In-Bay disposal will be approved on a first-come, first-served basis
  - c. The in-Bay disposal volume will drop further (every 3 years)
4. The DMMO will Operate to Process Dredging Applications Expeditiously and Consistently
5. National Testing Guidelines will be Followed as Appropriate for Aquatic Disposal
  - a. "Green Book" for ocean disposal
  - b. "Inland Testing Manual" for in-Bay disposal

### **III. PURPOSE OF WORKSHOPS**

*Ron stated that the agencies involved in writing the LTMS Management Plan view the workshops as an opportunity to get input from the interested parties, to work to achieve consensus where possible, and if not, to at least give everyone the opportunity to voice their opinions. The agencies will incorporate these concerns as much as possible in writing the Management Plan. The following comments about the workshops and the Management Plan in general were brought up by the meeting attendees (other than the agencies writing the management plan – it was decided that those parties would not comment on the items during the rest of this meeting).*

- Appreciate orderly path
- Unclear on how Management Plan will be used
- How will agency involvement in LTMS be funded?
- Is LTMS over?
- What are next steps for the LTMS?
- Management Committee has to look over workshops
- Need facilitated process that defines action
- How is DMMO making decisions?
- LTMS should not be implemented via regulation (concern about mandatory allocation)

- Bring Hamilton and Montezuma on line
- Protecting Bay—make sure we have true upland sites
- LTMS implementation may require more regulation
  - 1) look closely at funding
  - 2) process for locating sites
  - 3) seasonal wetlands, diked baylands: how to deal with these
  - 4) how to involve public
- LTMS up to now has not addressed contaminated materials—how to deal with this
- Practicability of upland - look at thoroughly at all benefits and costs to all media (land, air, water) for different disposal options
- Should we consider Middle Harbor in workshops?
- Solution that works for all interests
- Adaptive process where changes can be made over time
- Time frame for transition —Management Committee has said 12 years
- Need trust
- Concern about jumping to regulation
- Impact on cooperation
- Try MOU with regulation fallback
- Agencies intervene as problems arise?
- Concern at industry trying to get projects permitted behind scenes, without public process
- Look at best scientific information for decisions

#### IV. HOW TO CONDUCT WORKSHOPS

*Esther Hill, the meeting facilitator lead this discussion, in many cases suggesting options for the group to consider for each topic. The decisions that were reached are also noted below.*

##### 1. **Facilitation**

*options:*

- a. Neutral facilitator (Harry as option)
- b. Rotating facilitation by group members or facilitator provided by agency

*decision(s):*

The group agreed on a neutral facilitator, with Harry as option, but also look at other possibilities

##### 2. **Recording and Notes**

*options:*

Notes taken on flipcharts during meeting

*decision(s):*

Notes will be recorded during meetings on flipcharts, reviewed by group at end of each meeting

Agencies will distribute meeting summaries (main notes on backside of agenda, bullets, consensus items, dissenting views), to entire mailing list

Meeting summaries (perhaps more detailed than those mailed out) will be posted on web site

Agencies will maintain an ongoing list of workshop attendees (names, affiliation, contact info). This list will be available to interested parties.

### **3. Agendas**

#### *decision(s):*

Agencies will distribute one week in advance of workshops (mail and post on web site)

All parties will give feedback on agenda and notes before meeting

Include notes from prior meeting and needed background information with agenda

Include review of action items at beginning of each meeting

Agenda will include: times, topics, topic leaders, desired outcomes

Desired outcome has to originate with non LTMS writers

Review key points and action items at end of each meeting

Send out public comment letters, if part of discussion, with agendas

Agenda can include new listings on web site - include web address, post comment letters on web site, send if being discussed—letters can be brought to meetings

#### *Other items that arose during agenda discussion:*

How will feedback from workshops be used? Incorporate in draft and final

How will info go to management committee?

-- Summaries to them, briefings

Consensus items will go in plan with plus/minus on issues where no consensus

Steve can give summary of what is in plan—before deciding workshop topics. Subsequently decided to have next workshop (April 8, 1999) be dedicated to the draft outline of the Management Plan, which will help plan topics and schedule for remaining workshops

### **4. Approach/Meeting Format**

#### *options/decision(s):*

Collaborative problem solving

After identifying issues to address:

- a. Factual presentation—bring in multiple perspectives when needed, provide written materials ahead of time on facts

- b. Clarifying questions
- c. ID concerns and issues
- d. Brainstorm possible actions, discard whatever is possible—to narrow focus
- e. Brainstorm criteria to evaluate options
- f. Reach consensus on criteria
- g. Use criteria to narrow options or reach consensus
- h. ID next steps
- i. At end of each meeting do “+/ $\Delta$ ” for mtg.
- j. Reserve right to change process

**5. Time Frame**

*options:*

Five workshops at least

*decision(s):*

Start with outline of what's in plan

**6. Meeting Frequency**

*options:*

Once a month for a full day

Twice a month—mid month—shorter meetings, start at 10:00 a.m., 2nd and 4th Thursday

*decision(s):*

Workshops will be scheduled for at least one long meeting (up to six hours, if necessary) per month, with a second, shorter meeting if necessary. Everyone should reserve the second and fourth Thursdays of each month until the schedule is solidified.

**7. Meeting Length**

*options:*

a. three to four hours

b. five to six hours

*decision(s):*

see decision above, under “Meeting Frequency”

**8. Location/Logistics**

*decision(s):*

- a. Think about meeting in Delta, broadening geographic distribution of mtgs.
- b. Rotate location between RWQCB and BCDC, check out others—look for transit friendly, restaurants at sites?
- c. Host agency arranges/reserves room, flipcharts, coffee (?), look for bring-in lunches

**9. Ground Rules**

- a. Raise hand to be recognized
- b. No personal attacks
- c. Focus on issues
- d. Actively listen—no side bar conversations
- e. Commit to attend key groups
- f. Focus on future, not past
- g. Use collaborative approach
- h. No one dominates
- i. Start on time, end on time, stick to agenda

**10. Participants**

*discussion points:*

- a. Are all groups represented at workshops who should be?
  - recognize size constraints
  - dredging companies have not been participating, they will be affected
- b. Try to get other key players here: small dredgers, Save the Bay, CBE
- c. Voice how groups are represented—agency role (not discussed)
- d. Contact Jaime Michaels with names of others to invite
- e. Specific agenda helps parties know which meetings are important to them