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Date of Revision: 08-013-03
Revised Page Number: 1
Item No. 10
Date of Authority Meeting: 08-14-03

**CONSIDERATION OF A RESOLUTION AUTHORIZING THE DIRECTOR, OR
DESIGNEE, TO SIGN AN INTERJURISDICTIONAL EMPLOYEE EXCHANGE
AGREEMENT WITH THE NATURAL RESOURCES CONSERVATION SERVICE
FOR A WATERSHED PROGRAM MANAGER**

Agenda Item: 10

Meeting Date: 8-14-03

Summary: This resolution would authorize the Director, or designee, to sign an Interjurisdictional Employee Exchange Agreement with the Natural Resources Conservation Services for a Watershed Program Manager.

Recommended Action: Adopt Resolution 03-08-08.

Staff Recommendation: Staff recommends that the Authority adopt the attached resolution, which would approve an Interjurisdictional Employee Exchange Agreement with Natural Resources Conservation Service (NRCS) to provide Watershed Program Manager services for the California Bay-Delta Authority. Under general direction of the Chief Deputy Director, the Watershed Program Manager will serve as Chief of the Authority's Watershed Division, and Manager of the Watershed Program. The responsibilities of this position include planning, organizing, directing and coordinating implementation of the Watershed Program as an integral part of the long-term solution to environmental protection and water supply reliability in the Bay-Delta Estuary. John Lowrie, who is employed by the Natural Resources Conservation Service, has provided these services for three years and is uniquely qualified to continue performing these functions for the term of the proposed agreement.

Background

The Watershed Program uses a comprehensive, integrated, basin-wide approach, emphasizing local participation and government cooperation at all levels. It has two basic components: (1) To provide technical and financial assistance for local watershed stewardship; and (2) To promote collaboration and integration among watershed management efforts.

Fiscal Information

Funding Source: ~~General Fund~~ Proposition 50
Term of Contract: July 1, 2003 through December 31, 2003
Total Amount: ~~\$59,862.50~~ \$60,000.00

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List of Attachments

Proposed Scope of Work

Contact

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CALIFORNIA BAY-DELTA AUTHORITY
RESOLUTION NO. 03-08-08

CONSIDERATION OF A RESOLUTION AUTHORIZING THE DIRECTOR, OR DESIGNEE, TO SIGN AN INTERJURISDICTIONAL EMPLOYEE EXCHANGE AGREEMENT WITH THE NATURAL RESOURCES CONSERVATION SERVICE FOR A WATERSHED PROGRAM MANAGER

WHEREAS, The California Bay-Delta Authority requires Watershed Management Services to carry out the Bay-Delta Program; and

WHEREAS, John Lowrie, an employee of the Natural Resources Conservation Service, has served as Program Manager for the Watershed Program for over three years and is thus uniquely qualified to continue to provide these services for the term of the proposed agreement;

NOW, THEREFORE, BE IT RESOLVED that the Authority authorizes the Director, or his designee, to sign an Interjurisdictional Employee Exchange Agreement with the Natural Resources Conservation Service for a Watershed Program Manager, as generally described in the attached proposed scope of work, for a six-month term commencing as of July 1, 2003, and for an amount not to exceed : ~~\$59,862.50~~ \$60,000.00, subject to appropriation of adequate funds.

CERTIFICATION

The undersigned Assistant to the California Bay-Delta Authority does hereby certify that the foregoing is a full, true, and correct copy of a resolution duly and regularly adopted at a meeting of the California Bay-Delta Authority held on August 14, 2003.

Dated:

Heidi Rooks
Assistant to the California Bay-Delta Authority

**Attachment 1
Watershed Program Manager
Proposed Scope of Work**

The Natural Resources Conservation Service (NRCS) will assist the CALFED Bay-Delta Program to provide watershed program assistance to existing and future local watershed programs for achieving the Program's goals to solve the problems of the Bay-Delta system. This agreement is essential to insure that program commitments contained in the CALFED Bay-Delta Program "Record of Decision", as well as public expectations for the Watershed Program are met. This is a continuing agreement. NRCS currently provides this assistance and has done so for the last three years, making NRCS uniquely qualified to continue providing this assistance. Using a NRCS employee for this position allows for improved opportunities for local contacts and program development. NRCS is an implementing agency for the Bay-Delta Watershed Program, and also provides local community support for implementation activities at both a local and watershed scale. Using an NRCS employee as the Watershed Program Manager provides a unique opportunity to maximize program development and implementation at the local level. A State civil service employee would not be able to achieve the same level of results as can be accomplished with the NRCS employee.

SPECIFIC TASKS

Task 1 – Continue implementation of the Watershed Program Plan, as a part of the overall Bay-Delta Program planning effort.

In coordination with the implementing agencies and stakeholders, oversee ongoing implementation of the Bay-Delta Watershed Program through year three of stage 1. Tasks includes coordinating a grants program and organizing and overseeing a technical assistance effort from State and Federal agencies designed to enhance the ability of local communities to carry out watershed management activities.

Deliverables –

- Grant programs carried out, with State dollars encumbered on schedule.
- Technical assistance from State agencies organized and directed.

Task 2 - Outreach and Coordination Meetings

General stakeholder meetings, Interagency Watershed Advisory Team meetings, BDPAC Watershed Subcommittee meetings, and individual meetings with community groups and individuals will be conducted as a part of the program implementation effort. During the period of this agreement there will be monthly Interagency Watershed Advisory Team meetings, and monthly BDPAC Watershed Subcommittee meetings. Individual meetings will be periodic as needed.

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Deliverables - In coordination with Bay-Delta Authority support staff, help prepare for meetings as appropriate; prepare presentation materials and summaries from meetings; prepare draft responses to comments as appropriate - preparation materials due no later than 1 week before each event. Summaries due no later than 4 days after each event.

Task 3 - Development of a Watershed Program Implementation Plan.

The Watershed Program multi-year plan will be developed to prepare for the larger comprehensive implementation plan for implementing of the Bay-Delta program components. The Watershed Program multi-year plan will provide a mechanism to bridge planning efforts to full implementation. The Watershed Program multi-year plan will be completed in a timely fashion to guide implementation of the Watershed Program during Stage 1. The Watershed Program multi-year plan will reflect input from the Interagency Watershed Advisory Team, the BDPAC Watershed Subcommittee, and State/Federal agencies.

Deliverables - Prepare sections of The Watershed Program multi-year plan. Refine compilation of watershed organizations and identification of funding opportunities in preparation of an Implementation Framework.

Task 4 - Oversee management of existing Watershed Program projects.

Serve as designated Project Manager for 54 existing grant funded projects, which comprise the Watershed Program's first year of implementation. Work includes verifying work accomplished by contractor and billing statements and invoices. Oversight of agency and Authority staff working with local contractors will also be a part of this task.

Deliverables - 54 projects completed as planned and on schedule.