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**CONSIDERATION OF A RESOLUTION AUTHORIZING THE DIRECTOR, OR
DESIGNEE, TO SIGN AN INTERAGENCY AGREEMENT WITH CALIFORNIA STATE
UNIVERSITY, SACRAMENTO FOR BAY-DELTA PUBLIC ADVISORY COMMITTEE
(BDPAC) AND ENVIRONMENTAL JUSTICE COORDINATION**
Agenda Item: 10

Meeting Date: 8-14-03

Summary: This resolution would authorize the Director, or designee, to sign an Interagency Agreement with California State University, Sacramento, for coordination and implementation of the California Bay-Delta Public Advisory Committee, its subcommittees, and the Environmental Justice Program.

Recommended Action: Adopt Resolution 03-08-12.

Staff Recommendation: Staff recommends that the Authority adopt the attached resolution, which would approve an Interagency Agreement with California State University, Sacramento, to continue the services of the advisor/coordinator of the California Bay-Delta Public Advisory Committee and its subcommittees and the Environmental Justice Coordinator.

Background

The purpose of the proposed interagency agreement is to ensure that for the period of July 1, 2003 through June 30, 2005, the California Bay-Delta Public Advisory Committee, its subcommittees, and Bay-Delta Program environmental justice tasks continue to be coordinated and implemented successfully. These two tasks are currently carried out by two California State University, Sacramento, employees responsible for assisting the Program in meeting the overall goals and objectives of the Program. Pursuant to Water Code section 79460, the Authority is required to provide administrative support to the Bay-Delta Public Advisory Committee, a multi-member, stakeholder advisory body which provides advice and recommendations to the California Bay-Delta Authority and the Director on issues related to the California Bay-Delta Program and other related subjects.

The Bay-Delta Program has a priority to conduct early and continuous agency, stakeholder, and public involvement, including integration of Environmental Justice processes and policies. This priority builds upon commitments made in the Programmatic Record of Decision of August 28, 2000. The commitments to stakeholder consultation and environmental justice are reiterated in the California Bay-Delta Authority Act of 2003 by authorizing the Authority to oversee coordinated implementation of the Program in a manner consistent with the mission, goals, and objectives of the ROD.

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The Authority and Program benefit from the continuity and experience of having the same individual continuously staff the Bay-Delta Public Advisory Committee and oversee the subcommittees for the past two years. During this time, the Committee and subcommittees have made considerable contributions towards the success of the Bay-Delta Program. The Authority hired its first Environmental Justice Coordinator in November 2002 and should maintain those services on a continuous basis to meet important tasks and objectives of that activity.

Fiscal Information

Funding Source: General Fund
Term of Contract: July 1, 2003 through June 30, 2005
Total Amount: ~~\$656,187.00~~ \$656,211.00

List of Attachments

Proposed Scope of Work

Contact

Name: Pauline Nevins

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CALIFORNIA BAY-DELTA AUTHORITY
RESOLUTION NO. 03-08-12

CONSIDERATION OF A RESOLUTION AUTHORIZING THE DIRECTOR, OR DESIGNEE, TO SIGN AN INTERAGENCY AGREEMENT WITH CALIFORNIA STATE UNIVERSITY, SACRAMENTO FOR BAY-DELTA PUBLIC ADVISORY COMMITTEE (BDPAC) AND ENVIRONMENTAL JUSTICE COORDINATION

WHEREAS, the CALFED Bay-Delta Program Record of Decision made commitments to stakeholder consultation and environmental justice; and

WHEREAS, the Bay-Delta Program has a priority to conduct early and continuous agency, stakeholder, and public involvement, and the priority and commitments are reiterated in the California Bay-Delta Authority Act of 2003; and

WHEREAS, Water Code section 79460 requires the Authority to provide administrative support to the Bay-Delta Public Advisory Committee, a multi-member, stakeholder advisory body which provides advice and recommendations to the Authority on issues regarding the Bay-Delta Program and related subjects;

NOW, THEREFORE, BE IT RESOLVED that the Authority authorizes the Director, or his designee, to execute an Interagency Agreement with the California State University, Sacramento, for the services of two persons approved by the Director to provide Bay-Delta Public Advisory Committee (BDPAC) and environmental justice coordination, respectively, as generally described in the attached scope of work, for a term of two years and for an amount not to exceed ~~\$656,187.00~~ \$656,211.00, 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
California State University, Sacramento
Proposed Scope of Work

1. Background

The California Bay-Delta Authority has as a priority to conduct early and continuous agency, stakeholder, and public involvement. Tasks 1A and 1B are focused on providing two CSUS personnel approved by the Director of the Authority to assist in meeting the priority and ROD commitments to stakeholder consultation and environmental justice. California State University, Sacramento (CSUS) will provide the California Bay-Delta Authority with persons having the necessary levels of expertise, as may be needed, to assist the Authority in implementing public involvement priorities.

2. General Statement of Work and Deliverables

Task 1 – Public Involvement

A. Contractor shall provide the services of one person to serve as Advisor to the California Bay-Delta Public Advisory Committee, who is responsible for overall management, coordination, and progress of Committee and subcommittees. Advisor will provide collaborative policy development guidance and assistance to Director, Chief Deputy Director, Deputy Directors, managers, Committee and subcommittee chairs and members. Through effective outreach and involvement, Advisor will seek consensus from the Committee on priorities, Program balance and integration. The Advisor will establish and maintain relationships with regional groups that support the Committee and assure diverse and representative views of all interests represented in the Committee process are considered. Specific tasks include:

- Convene and facilitate strategic planning sessions and meetings.
- Draft staff and Committee recommendations for Committee and Authority.
- Provide leadership and guidance to and coordinate with Authority executives and managers, agencies, regional groups and coordinators.
- Oversight and management of Committee and subcommittees.
- Evaluate progress made towards meeting ROD commitments and implementation priority.
- Provide guidance to Committee co-chairs and members on collaborative processes and consensus building.
- Manage development of meeting agendas, materials, and presentations.
- Representing Authority staff, report on status and progress of Committee and subcommittee business to State and Federal agencies and regional groups.
- Provide recommendations for Committee and subcommittee member nominations, Federal charter and other Committee organization materials.

- Oversee and/or prepare annual Committee program plan for Authority and manage budget for Committee.

Deliverables:

- Facilitation and oversight of up to 8 Committee meetings
- Oversight of 9 subcommittees
- Reports to regional groups on Authority, Committee, and subcommittee business
- Draft staff and Committee recommendations on priorities, Program balance and integration
- Development of two Committee program plans

B. Contractor shall provide the services of one person to serve as the Environmental Justice Coordinator, who is responsible for implementation and coordination of environmental justice activities for the Bay-Delta Authority and Program. The Environmental Justice Coordinator will provide for collaborative policy development with Authority, agencies, and stakeholders through the Environmental Justice Subcommittee. The Coordinator will work cooperatively to develop and implement goals and strategies to address environmental justice issues related to the Program. Through effective public outreach and meaningful public participation, the Coordinator will seek consensus on policies and actions to be integrated within Program elements. The Coordinator will establish and maintain relationships throughout the Program solution area that support the Subcommittee and assure diverse and representative views of all interests represented in the Subcommittee process. Specific tasks include:

- Serve as Authority staff liaison to Subcommittee.
- Coordinate development of Authority and Subcommittee environmental justice priorities and refinement of Subcommittee processes and operating procedures.
- Day-to-day oversight and responsibility for Subcommittee operations.
- Regular coordination and communication with Program Managers, Subcommittee co-chairs, and members.
- Facilitate development of Subcommittee meeting agendas, summaries, reports, and recommendations.
- Provide guidance and advice to Subcommittee co-chairs and members on collaborative processes and decision-making.
- Follow open-meeting act requirements.
- Make oral and written presentations related to environmental justice.
- Oversee development of demographic and other data to support environmental justice within the Program.
- Develop environmental justice budget, priorities and manage budget.

Deliverables:

- Conduct up to six environmental justice training sessions for Authority and agency staff
- Facilitate up to 24 Subcommittee meetings
- Assist in developing public outreach program to address mercury contamination/fish consumption in Authority solution area
- Develop regional outreach/community participation work plan and strategies
- Develop environmental justice criteria and strategies for Program Project Solicitation Processes
- Develop up to two environmental justice project plans

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3. Representatives

CBDA Program Manager

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California Bay-Delta Authority
650 Capitol Mall, 5th floor
Sacramento, CA 95814
(916) 445-0462

4. Location of work

The primary location of work will be the CBDA offices in Sacramento

5. Term

The term of this agreement shall be July 1, 2003 through June 30, 2005

6. Payment

The maximum amount payable under this agreement shall not exceed ~~\$656,187.00~~ \$656,211.00