



# Emerging Constituents Program Task Force Public Relations Consultant Task Order Approval

**Ian Achimore, Senior Watershed Manager  
Commission I June 20, 2023  
Item No. 5.C**



# Emerging Constituents Program Task Force

- “Emerging Constituents” (ECs) are an array of pharmaceuticals, pesticides, food additives, and other common household chemicals for which water quality standards have not yet been established.
- Task Force formed in 2008 and complies with Regional Board Agreement for Imported Water Recharge
  - Oversee and investigate ECs
  - Data collection, data management, and reporting
  - Communication outreach on the safety/reliability of tap water
- Task Force tracks State Water Board priorities and monitors for these changes.



Photo credit: Water Education Foundation

# Task Force Members

Chino Basin Watermaster	Irvine Ranch Water District
City of Beaumont	Jurupa Community Services District
City of Corona*	Metropolitan Water District of Southern California
City of Redlands	Orange County Water District*
City of Rialto	San Bernardino Valley Municipal Water District*
City of Riverside*	San Geronio Pass Water Agency*
Colton/San Bernardino Regional Tertiary Treatment and Wastewater Reclamation Authority	Temescal Valley Water District
Eastern Municipal Water District*	Western Municipal Water District*
Elsinore Valley Municipal Water District*	Western Riverside County Regional Wastewater Authority
Inland Empire Utilities Agency*	Yucaipa Valley Water District

\*Represents parties to the Regional Board Agreement for Imported Water Recharge

## Area of Focus for Public Relations

- Value and safety of tap water, and water resources that support tap water,
- Outdoor water conservation,
- Water quality consumer confidence reports,
- Water resource projects and planning efforts the EC Task Force agencies are implementing, and
- Per- and polyfluoroalkyl substances (PFAS) treatment projects implemented by EC Task Force members.



# JPW Task Order Scope and Budget

	Year 1 FYE 2024	Year 2 FYE 2025
TASK 1: Public Relations EC Blog and Videos	\$16,015	\$16,816
TASK 2: EC Social Media Support (Current Sites and NextDoor)	\$9,042	\$9,494
TASK 3: Tracking and Presenting Metrics	\$20,218	\$21,229
Pass Through Expenses*	\$10,800	\$11,340
<b>Total (Two Year Total is \$114,954)</b>	<b>\$56,075</b>	<b>\$58,879</b>

\*Includes purchase of graphics from digital libraries.

# About JPW Communications LLC

- Founded in 2015; office located in Carlsbad.
- Has worked for the following California water agencies:
  - Western Municipal Water District,
  - Rancho California Water District,
  - Long Beach Water District,
  - Olivenhain Municipal Water District, and
  - Zone 7 Water and Flood Control Agency.
- Served as the Task Force public relations consultant since 2020 under Task Order JPW392-01.
- Examples of water related experience:
  - Recruitment video script and storyboard, Rancho California Water District,
  - On Tap newsletter content development, Western Municipal Water District, and
  - Creek construction project community outreach, City of San Marcos.



# Task Order and Budget Development

- SAWPA worked closely with JPW Communications LLC and the Task Force Members who contribute to the public relations efforts of the Task Force in developing the Task Order.
  - The Task Force members that fund the public relations efforts are 13 of the 20 Task Force parties.
- The EC Program Task Force approved a Fiscal Year Ending 2024 and Fiscal Year Ending 2025 budget for the coming two fiscal years sufficient to cover the cost of this Task Order.



# Task Force Members Contributing to Public Relations Effort

City of Corona	Inland Empire Utilities Agency
City of Redlands	Irvine Ranch Water District
City of Rialto	Jurupa Community Services District
City of Riverside	Temescal Valley Water District
Colton/San Bernardino Regional Tertiary Treatment and Wastewater Reclamation	Western Riverside Co. Regional Wastewater Authority
Eastern Municipal Water District	Yucaipa Valley Water District
Elsinore Valley Municipal Water District	



# Benefits to Contributing Agencies

- Build awareness about water related issues,
- Share information on safety of potable water supply,
- Correcting misinformed media exposure through outreach,
- Provide science-based information about emerging constituents, and
- Link “Your SoCal Tap Water” blog with participating agencies social media.



# Recommendation

Authorize the General Manager to execute the following:

1. General Services Agreement with JPW Communications LLC, and
2. Task Order JPW392-02 with JPW Communications LLC for an amount not-to-exceed \$114,954 for two years (FYE 2024 and FYE 2025) for public relations support for the EC Program Task Force.

# Approval of Phase 3 Network Coordinator Cost Sharing Agreement and FYE 2024 Network Coordinator Task Order

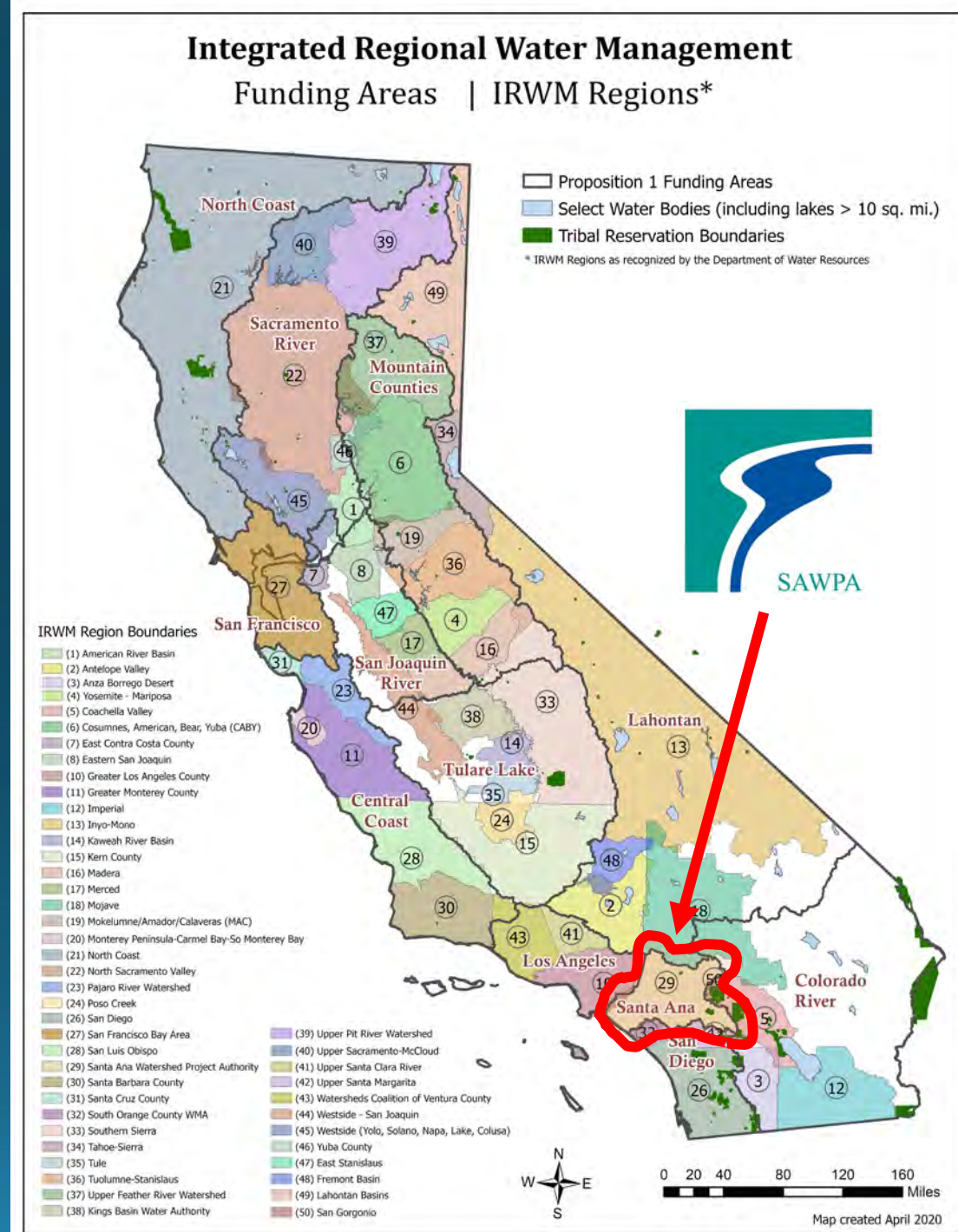
Ian Achimore | Senior Watershed Manager  
SAWPA Commission | Agenda Item 5.D

June 20, 2023



# IRWM Roundtable of Regions

- Began in 2006.
- Informal partnership, led by engaged staff and two co-chairs.
- Network extends limited resources and amplifies results of all participants.
- SAWPA represents OWOW on the Roundtable.



# Cost Share Agreement Phase 3



- Similar to a Task Force agreement.
- Parties to the agreement are administrators of their own IRWM regions (like SAWPA).

Agreement Name	Commission Approval	Term of Agreement
Phase 1	December 18, 2018	Partial FYE 2019, FYE 2020, and FYE 2021
Phase 2	May 4, 2021	FYE 2022 and FYE 2023
Phase 3	Consideration on June 20, 2023	FYE 2024 and FYE 2025

# SAWPA's Role as Administrator

- The other IRWM regions have requested that SAWPA continue to serve as the contract lead for the network coordinator consultant. SAWPA has served in this role since December 2018.
- SAWPA managing the contract for one more year – FYE 2024. FYE 2024 is the first year of this two-year Phase 3 Agreement.
  - SAWPA will invoice partners for their amounts in July 2023.
- The second year of this letter agreement will be managed by a “New Contracting Entity” who will send out invoices and procure a network coordinator consultant.
  - SAWPA is working with the Roundtable to determine who the “New Contracting Entity” will be by November 2023.

Signatory to Cost Share Agreement	Phase 2 Agreement (Current)		Phase 3 Agreement	
	FYE 2022	FYE 2023	FYE 2024	FYE 2025
Mojave Water Agency	\$10,300	\$10,300	\$10,300	\$10,300
San Diego County Water Authority	\$6,000	\$6,000	\$7,000	\$7,000
City of San Diego	\$2,600	\$2,600	\$2,600	\$2,600
Sonoma Water	\$5,000	\$5,000	\$5,000	\$5,000
Greater Los Angeles County IRWM	\$10,300	\$10,300	\$10,300	\$10,300
Santa Clara Valley Water District	\$10,300	\$10,300	\$10,300	\$10,300
Yuba County IRWM	\$10,300	\$10,300	\$10,300	\$10,300
Upper Kings Basin IRWM	\$5,100	\$5,100	\$5,100	\$5,100
Westside Sacramento IRWM	\$1,500	\$1,500	\$1,500	\$1,500
SAWPA	\$5,000	\$5,000	\$5,000	\$5,000
Santa Barbara County IRWM Region	\$3,000	\$3,000	\$3,000	\$3,000
Burdick & Company	\$1,000	\$1,000	-	-
Santa Cruz IRWM Region	\$2,500	\$2,500	\$2,500	\$2,500
<b>Total</b>	<b>\$72,900</b>	<b>\$72,900</b>	<b>\$72,900</b>	<b>\$72,900</b>

# Network Coordinator

- The phase 1 and 2 cost share agreements allow SAWPA to pull Roundtable funding and enter various task orders with consultants referred to as the “network coordinator”.
  - JM Consultants (2018 to 2022)
  - WSC, Inc. (2022-present)
- The Phase 2 Agreement pooled **\$72,900** from the parties to fund WSC Inc. for FYE 2023.
  - SAWPA used April 2022 RFP to bring on WSC Inc. as the network coordinator.
  - In RFP, it stated “qualified professionals to serve a one-year term, **for two possible years total**” (page 3).
  - FYE 2024 would be WSC Inc’s year two.



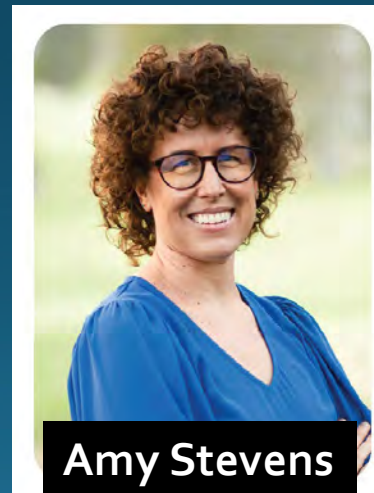
# Consultant Scope of Work (Partial List)

- Administration Tasks –
  - Ensure accurate and up-to-date contact list.
  - Support the development of agendas and distribute through the membership list.
  - Coordinate with the members of the steering committee and co-chairs.
  - Prepare and distribute occasional web-based surveys to Roundtable members.
- Programmatic Tasks –
  - Work with Steering Committee, or Ad Hoc workgroups, to schedule and develop materials for a conference as needed.
  - Coordinate and draft IRWM transition plan to assist IRWM regions with expanding their networks to climate, watershed, and fire resilience.
  - Coordinate the preparation and distribution of brief white papers as needed.

# WSC Inc. Experience

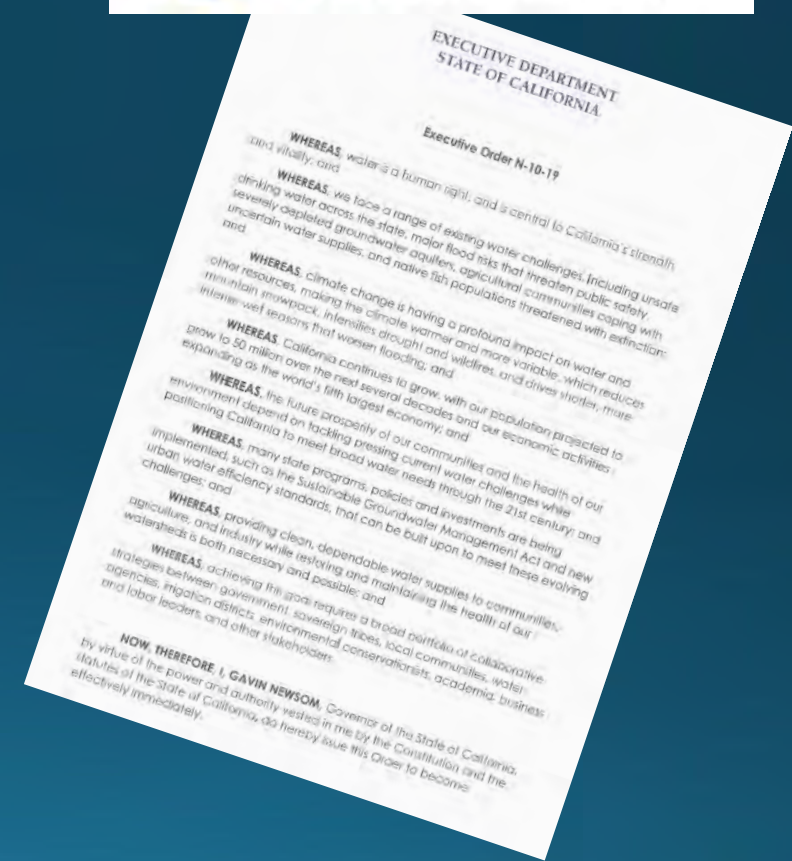
Example Projects	Client
Adaptive Integrated Water Resource Management Plan	Northern Cities Management Area Technical Group
Replenish Big Bear OWOW Grant Application	Big Bear Area Regional Wastewater Agency
Drought Task Force Facilitation	Western Municipal WD
2020 Integrated Regional & Urban Water Management Plan	San Bernardino Valley MWD

**Key Team  
Member:**



# How SAWPA benefits

- Roundtable is a trusted partner to DWR & Association of California Water Agencies (ACWA)
  - Instrumental in changes to the IRWM Program that benefit the watershed.
- Roundtable engaged with DWR, the State's Water Resilience Portfolio team, and the Office of Planning and Research (OPR).
- Supporting the Network Coordinator is a statewide role for SAWPA.
- Roundtable partners thankful for SAWPA stepping up as contract lead.



# Recommendation

It is recommended that the SAWPA Commission authorize the General Manager to execute the following:

1. Phase 3 California Integrated Regional Water Management (IRWM) Roundtable of Regions Network Coordinator Cost Sharing Agreement thereby committing \$5,000 per year from the OWOW Fund (373 PA 18) to a consultant for Fiscal Year Ending (FYE) 2024, and
2. Task Order WSC373-02 with Water Systems Consulting Inc. for \$72,900 for the Roundtable of Regions Network Coordinator consulting role for FYE 2024.



# **Santa Ana Watershed Project Authority**

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## **Sacramento Update**

June 20, 2023

Michael Boccadoro &  
Beth Olhasso

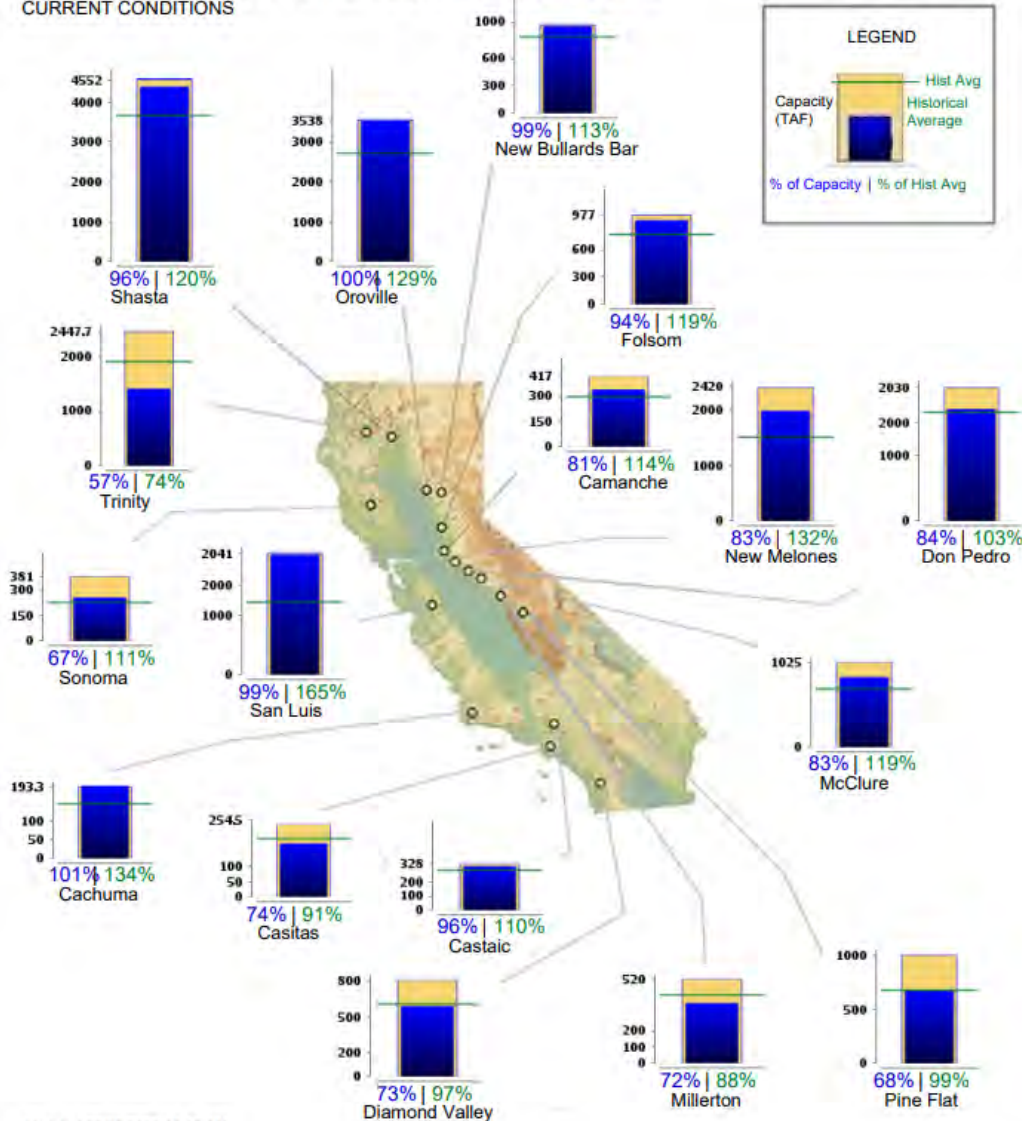
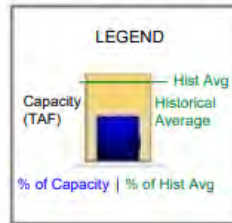


**West Coast Advisors**  
*Strategic Public Affairs*

# Drought/Water Supply Update

## CALIFORNIA MAJOR WATER SUPPLY RESERVOIRS CURRENT CONDITIONS

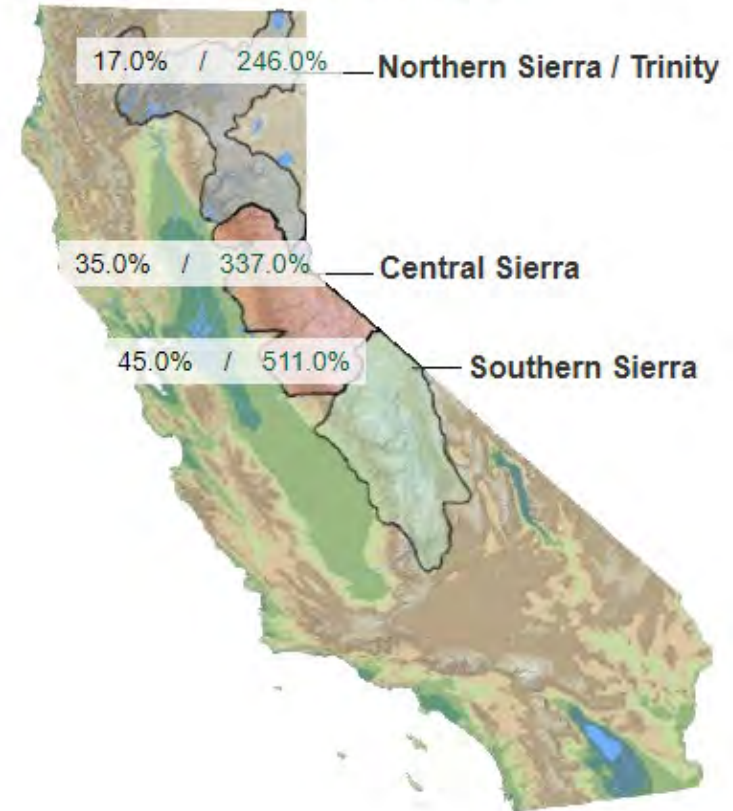
Midnight - June 18, 2023



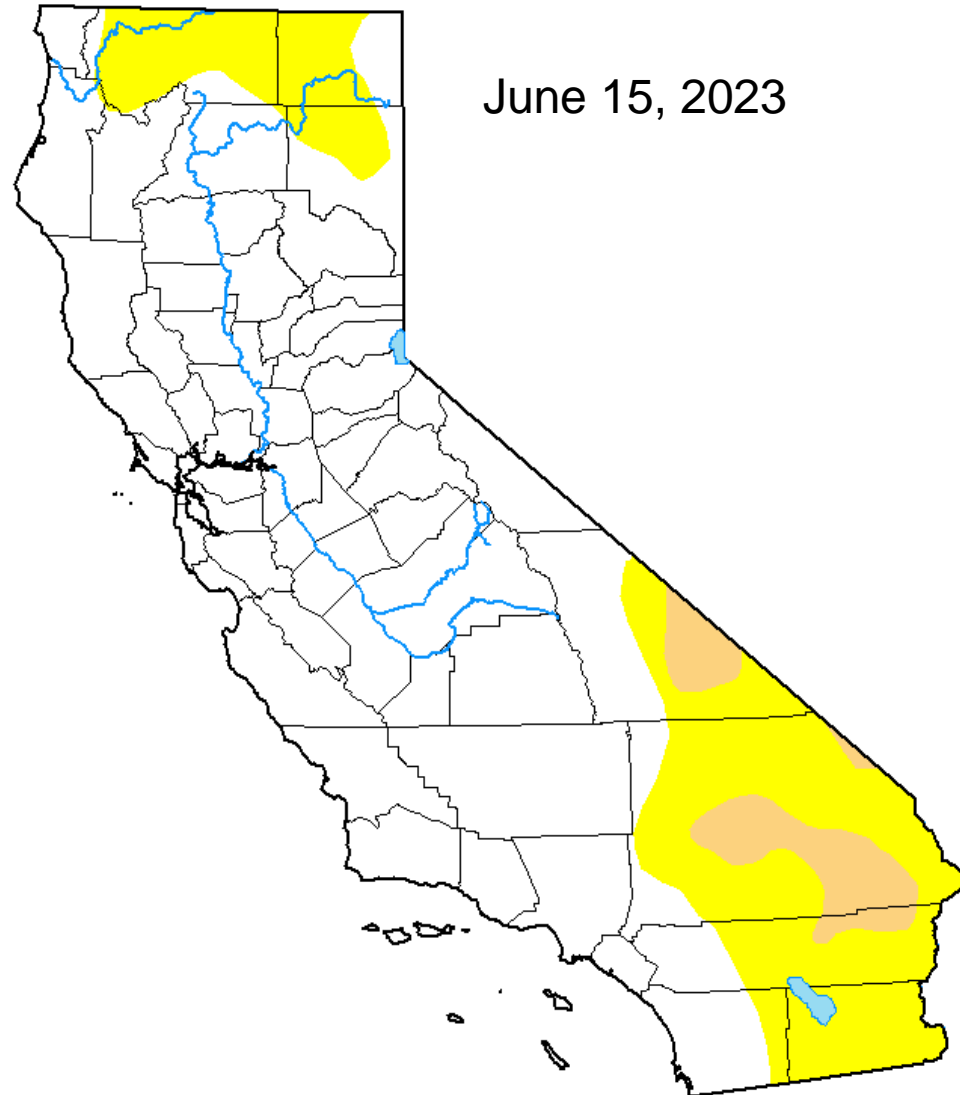
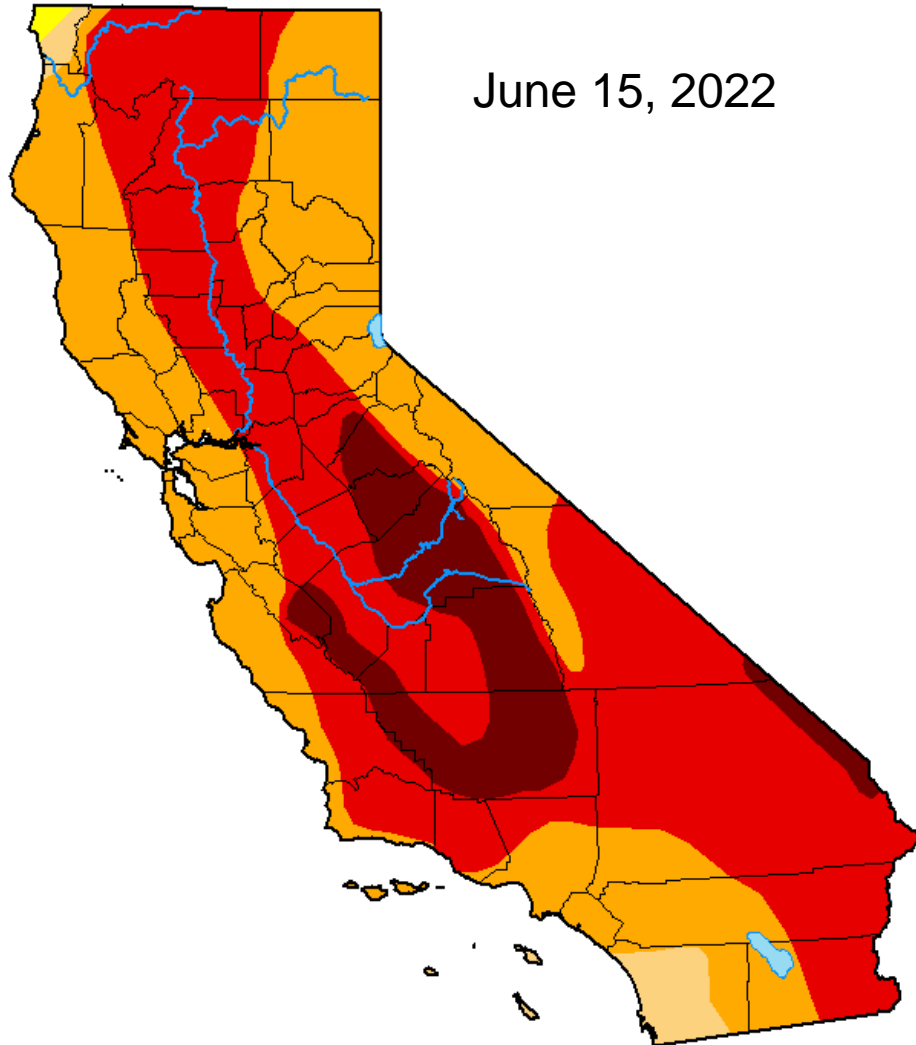
Provided by the California Cooperative Snow Surveys

Data For: 19-Jun-2023


% Apr 1 Avg. / % Normal for this Date



# Drought/Water Supply Update



# Legislative Update

- 
- Second House Policy Committee Deadline- July 14
  - Water Supply
    - SB 366 (Caballero) CA Water Plan: long-term supply targets
  - PFAS-
    - AB 246 (Papan)-PFAS in menstrual products
    - AB 1423 (Shiavo)- Product Safety-PFAS
    - AB 727 (Weber)- CASA bill- Product Safety cleaning products
  - Non-Functional Turf
    - AB 1572 (Friendman): non-functional turf; potable water
  - Water Rights
    - AB 460 (Bauer-Kahan)
    - AB 1337 (Wicks)



# Legislative Update

## Continued


### ■ Resource Bonds- March or November 2024?

- AB 1567 (E. Garcia) Safe Drinking Water, Wildfire Prevention, Drought Preparation, Flood Protection, Extreme Heat Mitigation, and Workforce Development Bond Act of 2023: \$15.1B
- SB 867 (Allen) Drought & Water Resilience, Wildfire and Forest Resilience, Coastal Resilience, Extreme Heat Mitigation, Biodiversity and Nature-Based Climate



# FY 2023-2024 Budget

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- At least \$32B shortfall
  - First Draft passed 6/15
  - Governor pushing finding into climate bonds
  - Governor's Trailer Bills
    - CEQA- Judicial Review limited to 270 days for water projects, including Delta Conveyance

# Clean Water SRF Intended Use Plan

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- Only \$191M for 23-24
- Funding Capacity- \$600M  
“rolling average”
- Congressionally Directed  
Spending



**Thank You**



**Questions?**



# Basin Monitoring Program Task Force RFP Approval | Surface Monitoring

**Ian Achimore, Senior Watershed Manager**  
**Commission I June 20, 2023**  
**Item No. 7.A**



# Major Task Force Deliverables to Santa Ana Regional Water Quality Control Board

Deliverable	Description/Purpose	Timeline for Completion
<b>Ambient Water Quality Update</b>	Analysis of salt* and nutrients** in Santa Ana River Watershed's 35 groundwater management zones.	Performed every three years (going forward it will be done every five years).
<b>Annual Report of SAR Water Quality</b>	Preparation of Santa Ana River surface water quality report.	Performed annually and submitted by August 1.
<b>Wasteload Allocation Model</b>	Development of a surface discharge allocation to confirm compliance of surface water discharges with ground water quality regulatory requirements.	Performed every ten years.

\*Salt is more specifically regulated as the broader pollutant category of total dissolved solids (TDS).

\*\*Nutrients are regulated as Total Inorganic Nitrogen (TIN).

# Task Force Members

Beaumont Cherry Valley Water District*	Elsinore Valley Municipal Water District
Chino Basin Watermaster	Inland Empire Utilities Agency
City of Banning*	Irvine Ranch Water District
City of Beaumont	Jurupa Community Services District
City of Corona	Orange County Water District
City of Redlands	San Bernardino Valley Municipal Water District*
City of Rialto	San Geronimo Pass Water Agency*
City of Riverside	Temescal Valley Water District
Colton/San Bernardino Regional Tertiary Treatment and Wastewater Reclamation	Western Riverside Co Regional Wastewater Authority/Western Municipal Water District
Eastern Municipal Water District	Yucaipa Valley Water District

- Four new agencies added in 2015 (noted with \*)
- Santa Ana Regional Board also a non-funding task force agency

# Scope of Work: Surface Water Monitoring and Reporting

- 1) Assisting SAWPA with **executing access agreements** with property owners, and/or related parties, when necessary,
- 2) Ensuring **proper workflow** for field sampling, lab testing, and reporting is established in advance of monitoring,
- 3) Identifying and **contracting with a lab** and other potential subcontractors,
- 4) **Developing a quality assurance project plan (QAPP)** for the monitoring associated with the scope,
- 5) **Conducting quarterly monitoring** at various sites along the Santa Ana River and documenting results by implementing the QAPP, and
- 6) **Uploading the data** collected to a State-certified database.



# Monitoring Services Scope and Locations

Reach of Focus for Monitoring	Basin Plan Water Quality Objectives	Monitoring Site	Method/Timing of Samples
5	TDS = 300 mg/L TIN = 5 mg/L	SAR @ E Street	Grab samples/ Quarterly
4	TDS = 550 mg/L TIN = 10 mg/L	SAR @ Riverside Ave	
		SAR @ Mission	

**Legend:**

● OCWD Sites

■ USGS Sites

**Santa Ana River REACH**

— 2

— 3

— 4

— 5

**Map of River Reaches**

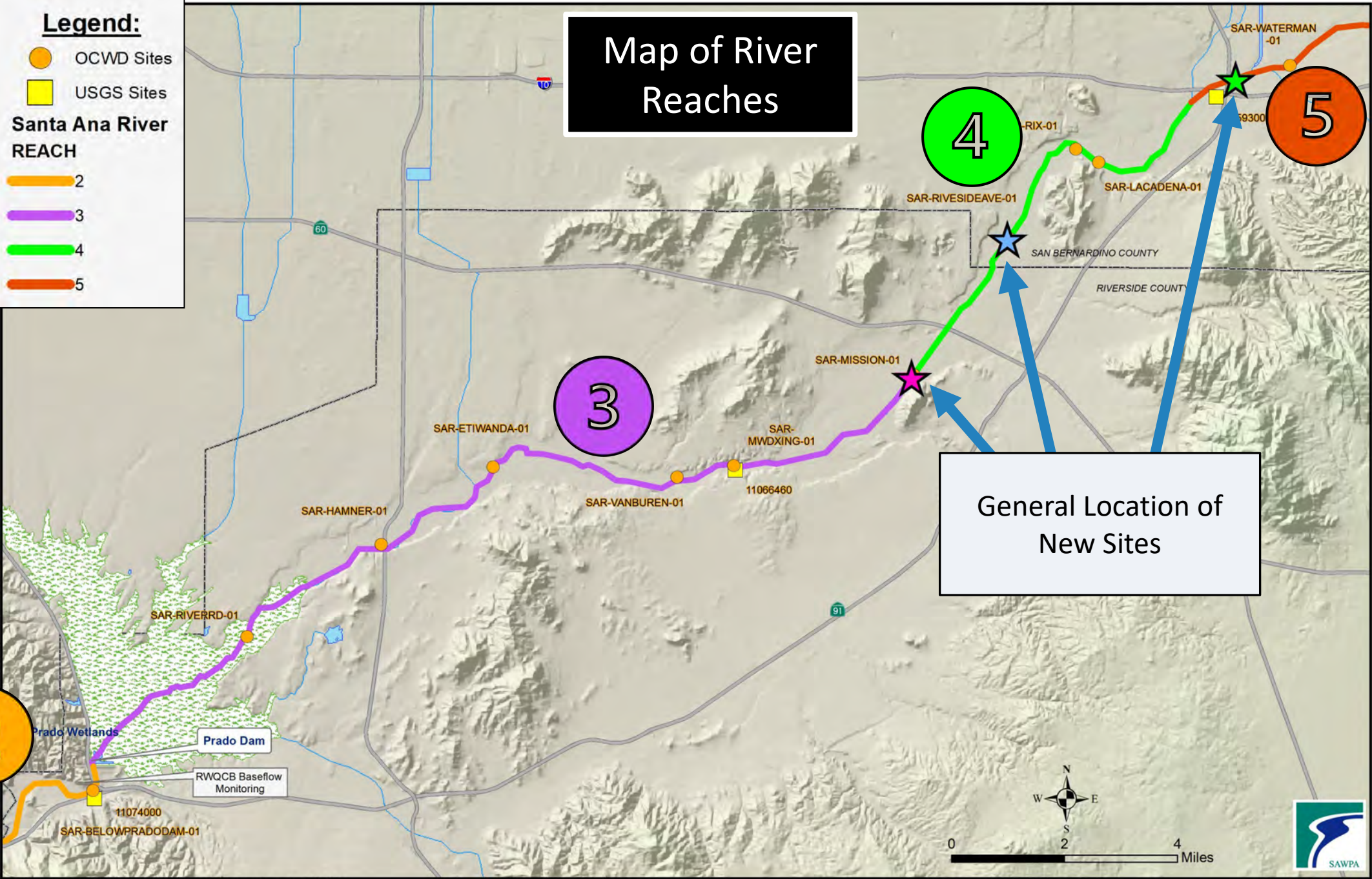
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5

General Location of New Sites

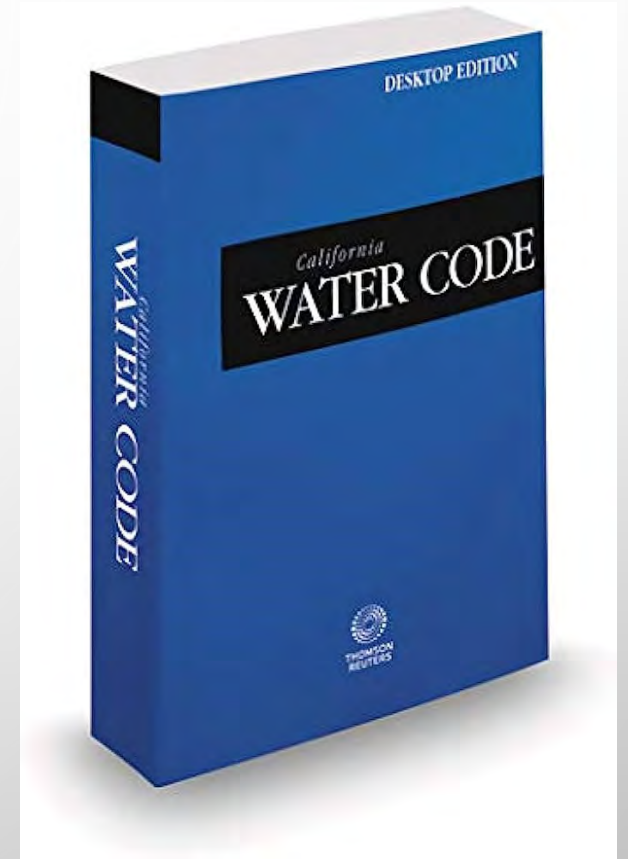


## Parameters to Sample

Total Dissolved Solids (TDS)	Ammonia as Nitrogen	Nitrite as Nitrogen
Electrical Conductivity	Nitrate as Nitrogen	Total Inorganic Nitrogen (TIN), Calculated

# Purpose of Monitoring

- The Santa Ana River Watershed’s surface water and groundwater quality regulatory document, the “Santa Ana River Basin Plan”, contains provisions for TDS and TIN management.
- California Water Code requires that Basin Plan implementation plans must contain a description of the monitoring (i.e. work plan).
- In response to the updated monitoring program revisions, the Task Force prepared a 2022 Water Quality Work Plan that was submitted it to the Regional Board.
- To implement the new surface water quality work plan, SAWPA and the Task Force are issuing this RFP.



# RFP Schedule

RFP Published	June 20, 2023
Consultant Question Deadline	July 21, 2023 at 12:00 PM PST
SAWPA Responds to Final Question(s)	July 25, 2023 at 5:00 PM PST
RFP Responses Due	August 1, 2023 at 12:00 PM PST
Possible Interviews	August 8 through August 11, 2023
SAWPA Commission Approval of Task Order	September 5 at 9:30 AM PST
Kick-Off Meeting with Consultant	September 11 through September 15

## Scope of Work Schedule

Rest of CY 2023 – Prepare for monitoring and develop QAPP

CY 2024 – First Year of Actual Monitoring

CY 2025 – Second Year of Actual Monitoring

CY 2026 – Third Year of Actual Monitoring


CY 2026 – Option to Extend Consultant Contract for 4<sup>th</sup> Year

CY 2027 – Option to Extend Consultant Contract for 5<sup>th</sup> and Final Year



## Recommendation

Authorize the release of the request for proposals entitled  
“Santa Ana River Surface Water Quality Monitoring Services.”



# Personnel Handbook Update

June 20, 2023

Presented by: Edina Goode





# Recommendation

It is recommended that the Commission approve the updated and revised Personnel Handbook

# Personnel Handbook Update

- Current Personnel Handbook was updated and approved May 19, 2020
- Comprehensive review:
  - Lagerlof LLP
  - CPS HR Consulting
  - ACWA JPIA
  - Staff

# Personnel Handbook Update

## Summary of Changes

- As needed to comply with current laws and ACWA JPIA benefit plan descriptions
- Revised the Dress and Appearance policy
- Added a 4/10 schedule to conform to current practice
- Added authority for GM to modify vacation accrual during salary negotiations
- Added Dr. Martin Luther King, Jr. paid holiday
- Changed timing of payout of unused Management Leave to last paycheck of calendar year
- Added a requirement to request approval of extra cell phone charges

# Personnel Handbook Update

## Appendix 3 - Reimbursement Caps

Expense Reimbursement	Current Handbook	Updated Handbook	Change
<del>Medical Cap</del>	<del>\$1994.00</del>	<del>\$1994.00</del>	Removed line
Wellness Program	\$150.00	\$150.00	No change
Professional Memberships	\$300.00	\$300.00	No change
Work boots	\$175.00	\$175.00	No change
Educational Reimbursement	\$1,400.00	\$5,250.00	\$3,850.00

# Recommendation

It is recommended that the Commission approve the updated and revised Personnel Handbook