

**CENTRAL VALLEY REGIONAL WATER QUALITY CONTROL BOARD
GROUNDWATER MONITORING ADVISORY WORKGROUP**

PROPOSED OPERATING PROCEDURES

Advisory Workgroup Goals

The primary goal of the Groundwater Monitoring Advisory Workgroup (GMAW) is to provide input on matters related to groundwater monitoring. Specifically, the GMAW will advise and provide comments to Regional Water Board staff on technical issues related to how groundwater monitoring studies are conducted and evaluation of monitoring data. It is intended that while the GMAW will be requested to provide advice and comments on specific issues, specific sites or dischargers will not be discussed.

The Regional Water Board will use the information provided to evaluate how and why groundwater monitoring is conducted to minimize the potential for collection of unreliable data, inefficient use of resources, and improper evaluation of data.

Advisory Workgroup Structure

Member Responsibilities

Members of the GMAW will be expected to attend the meetings and provide input in areas of expertise. Meetings could last up to four hours, not including travel.

Number and composition of GMAW

To facilitate productive meetings, it is anticipated the GMAW will be limited to no more than 12 members that have diversified areas of expertise related to groundwater monitoring. It is anticipated that member organizations or groups will include, but may not be limited to:

- State Water Resources Control Board,
- United States Environmental Protection Agency,
- United States Geological Survey,
- Academia (University of California and/or California State University Systems), and
- Private consultants.

Note that composition of the GMAW will have a breadth of perspectives and experiences and include representative of government, academia, and private consultants.

Selection of Members

Regional Water Board staff and the Executive Office will select the GMAW members based on information provided by experts requested to submit. Members of the GMAW will be notified by staff.

Reimbursement of Expenses

Members will serve without compensation from the Regional Water Board. Travel expenses will not be reimbursed either.

Meetings and Administration

Project Timeline

There is no established timeline for this project.

Meetings

There is not current schedule for meetings. It is anticipated that the GMAW will meet monthly initially and bimonthly after the first three meetings. Scheduled meetings will be listed on the Regional Water Board's website. Persons who are not members of the advisory workgroup will be allowed to attend.

Attendance

GMAW members should attend every meeting with scheduling conducted to accommodate members to the extent possible. If possible, members should notify Regional Board staff of anticipated absences. It may be possible to provide a telephone connection although this would not be the preferred method of participation.

Meeting Agenda, Materials, and Minutes

Regional Water Board staff will prepare draft agendas for GMAW member review and comment. Regional Water Board staff be responsible for distributing draft agendas and materials at least one week prior to scheduled meetings. Regional Water Board staff will take notes during the meetings and prepare minutes for member review and comment. Draft minutes will be distributed within one week of the meeting.

Regional Water Board Member and Executive Officer Attendance

Regional Water Board members and the Executive Officer may attend GMAW meetings. No Board action will be taken during GMAW meetings. Meetings with two or more Board members in attendance will be stenographically recorded.