

Guidelines for Citizen Monitors:

Products of the 2000-2001
Technical Advisory Council
on Citizen Monitoring



California Association
of
Resource Conservation
Districts



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Technical Advisory Council on Citizen Monitoring, 2000-2001 Signatory Page

This signatory page lists the TAC participants and indicates their review of the following TAC

Products:

Sediment

Fact Sheet

Information Papers:

Measuring Suspended & Settleable Solids and Water Column Turbidity

Particle Size Distribution (Grain Size) Analyses

Flow

Fact Sheet

Information Paper

Standard Operating Procedures:

Stream Flow Using Float to Measure Velocity

Stream Flow Using Meters to Measure Velocity

Visual Assessment

Fact Sheet

Information Paper

Standard Operating Procedures:

California Stream and Shore Walk Visual Assessment

Physical/Habitat Quality Form

Photo Documentation Procedure

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Technical Advisory Council on Citizen Monitoring, 2000-2001 Signatory Page

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Introduction

The concept of the 2000-2001 Technical Advisory Council (TAC) on Citizen Monitoring originated from discussions between California Association of Resource Conservation Districts (CARCD) and State Water Resource Control Board (SWRCB) about continuing the Wild on Watersheds (WOW) program launched in 1996. Wild on Watersheds is a 319(h) grant of CARCD. The second phase of WOW, *Steps Toward Stewardship*, added an action component to the awareness focus of the initial project. The action component became tasks in the second phase of WOW intended to support the development and improvement of volunteer monitoring programs. Recognizing the need for reliable and scientifically-based technical information and assistance, the TAC was conceived to fill the gap and provide a forum for garnering the expertise and experience needed to review protocols and quality assurance plans and to address data quality issues.

Prospective TAC members were chosen based on their affiliation as well as history of work within the field of watershed planning, citizen monitoring and water quality. A list of potential members was compiled by talking to agency and industry personnel, RCDs and from publications such as *The Volunteer Monitor*. “Feeler” letters were sent out to agencies inviting either the agency and/or a specific individual from that agency to join the TAC. Based on responses received from the feeler letter and follow-up phone calls, the original TAC membership was assembled. The original membership was reduced over the course of the TAC process to the final participant list on the signatory page.

The TAC was charged with reviewing and packaging *guidance* for citizen monitors. The final product of the TAC is this guidance. It is to be made available to citizen monitors through a document distributed by The Clean Water Team, the citizen monitoring program of the State Water Resources Control Board. The document is in a draft version and is titled: *Compendium of Guidance for Citizen Monitors on Watershed Monitoring and Assessment*. The TAC’s contribution to the Compendium includes a range of guidance information packaged as follows:

- Fact Sheets: background information on the regulatory and ecological significance of parameters of water quality and watershed analysis,
- Information Papers, or, collected background information about these parameters and the methods used to measure them,
- Standard Operating Procedures for these parameters, and

Working Definition used by TAC for Citizen Monitoring and Assessment

Citizen Monitoring and Assessment are monitoring and assessment activities in watersheds conducted by members of the public who are not water quality agency staff or their consultants. The broad goal of Citizen Monitoring and Assessment is to increase knowledge about the condition of aquatic environments so that these environments can be protected. Watershed information produced by citizens may be, but is not necessarily provided to governmental agencies to assist them in their charge of protecting public interest and the environments.

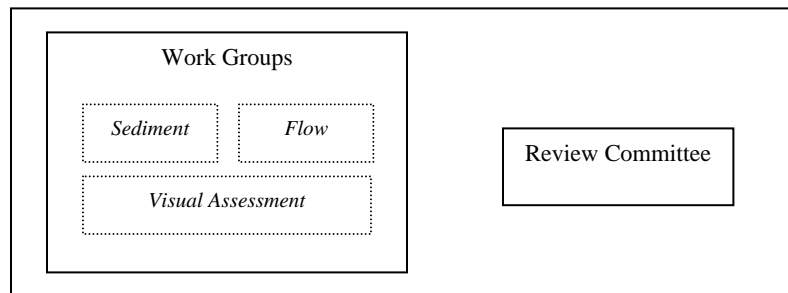
- QA Navigator: a guidance document to assist citizen monitors in developing QA systems for their monitoring activities.

These elements of the Compendium will be grouped into “folders” on measuring water quality for a particular contaminant or condition. The folders appear in Section 3 of the Compendium. Folders for the full range of parameters affecting water quality will eventually complete Section 3 of the Compendium. Sections 1 and 2 of the Compendium are taking shape as introductory, and more in-depth, discussions of issues that surround water quality investigations performed by citizens. These discussions include regulatory significance; monitoring plan design; quality assurance; data management; a code of ethics; and health and safety. To maintain the integrity of the TAC-Compendium relationship, the numbers that appear on the Information Papers and Standard Operating Procedures within this document coincide with the numbering in the compendium. Leaving the numbers in allows for easy insertion of the TAC Product into the Compendium, if desired. For more information regarding the Compendium, refer to the *Compendium Supply Line* in Supporting Documents beginning on page 183.

The TAC Process

At the beginning of the TAC process, it was decided that two functional units would be used: Work Groups and a Review Committee. The Work Groups served to identify and refine the actual products that were technically evaluated by the Review Committee. Due to time and work constraints, three protocols were decided upon. The three chosen by vote were sediment, flow and visual assessment. There was one Work Group per protocol.

TECHNICAL ADVISORY COUNCIL



At the first meeting of the Council, participants were given the choice of participating in a Work Group or on the Review Committee. Work Groups met more often than the Review Committee. The job of the Work Group was to prepare and package items to be reviewed by the Review Committee. Work Groups met individually and worked on their protocols via phone and email. In addition, they also met on May 4, June 29 and

September 7, 2000. Following the last meeting of the Work Groups, the Review Committee was sent a draft product in early October 2000. After the initial review of the Work Group product individually, the Review Committee met on October 18, 2000. Comments were then compiled from that meeting and via mail from those who were unable to attend the meeting. Subsequently, the Work Groups then responded to Review Committee member comments and changes were made to the product/protocols. Once the comments and response to comments were combined, the packet was sent out again with a few changes in

November 2000. Review Committee members once again had the opportunity to review not only the packet, but also the comments and their responses and report back directly to Work Groups by December 20, 2000. See the *Response to Comments* in the Supporting Documents beginning on page 183. After final changes were made the document was sent out to seek final approval and signatures from both the Review Committee and Work Groups.

Work Group Members

Sediment

| | |
|----------------|--------------------|
| Vern Finney | Revital Katznelson |
| Rebecca Lawton | Dominic Roques |
| Walt Sykes* | |

Flow

| | |
|---------------|-----------|
| Mark Abramson | Neil Berg |
| Arleen Feng | |

Visual Assessment

| | |
|-------------|------------------|
| Maya Conrad | Dominic Gregorio |
| Bill Ray | Tom Wehri* |

*Indicates partial participation at meetings and as time permitted.

Review Committee Members

Joe Dillon
Jim Harrington
Paul Martin
Bob Nuzum
Stephen Weisberg
Karen Worcester

Chronology

September 1998 – Wild on Watersheds (WOW!) *Steps Toward Stewardship* contract begins.

January 2000 – List of potential members (organizations and agents) compiled.

Late January 2000 – Confirmation of participants begins.

February 2000 – confirmation of participants continues.

February 2000 – Letters confirming TAC participation agreements mailed out.

March 9, 2000 – First TAC meeting (First Review Committee/First Work Groups).

May 4, 2000 – Second meeting of the TAC (Work Groups only)

Chronology (continued)

June 29, 2000 – Third meeting of the TAC (Work Groups only).

September 7, 2000 – fourth Meeting of the TAC (Work Groups only).

October 18, 2000 – Review Committee meeting.

Late - October 2000 – TAC membership reduced.

November – Final Draft Review Package goes out.

December 20, 2000 – Final Comments due to Work Group on Final Draft Review Package.