

Coastal Monitoring Workgroup Meeting  
Meeting Minutes, Wednesday November 13th 1:00-3:00pm

I. Introduction/Sign In

Karen Holman	Port District
Jason Edwards	City of San Diego
Patty Tenboan	City of San Diego
Mayela Padilla	City of Encinitas
Jamie Wood	City of Carlsbad
Paul Hartman	City of Carlsbad
Alison Witheridge	City of Oceanside
Danny King	City of Solana Beach

II. Review and Approval of Minutes

Group reviewed action items from Minutes. Minutes were approved unanimously.

III. Review and Annual Report Sections 1 & 2

-Karen lead the discussion on the review of Sections 1 & 2. The Introduction is very similar to last year’s Annual Report, but Karen added Section 1.1 “Program History” that consolidated information from the last few Annual Reports.

-A suggestion was made to identify the Copermittees in this group as CSDM Copermittees for consistency throughout the Report, and this will be described in the Intro. The bullets in Section 1.1 will be revised using “CSDM Copermittees” and Karen will add Permit language.

-In Section 2, Oceanside recommended adding the reporting period “Oct 1 – Sept 30” – This will go into the Report. The group also decided to take out the last sentence of Page 6 and to stay with 07-08 data for this Annual Report and use 08-09 data for the workplan submittal in Sept.

IV. Review of Draft Sections 3 & 4

-The group decided that Draft Outline A looks best, but after data is pulled together that may change and Outline B will be looked at again.

-95% and SFRC removed from Results Section because it will be discussed in Program Recommendations

-Group decided to take out the 95% Section, just reference the Workplan in the Annual Report. SFRC Section for Investigations during 06-07 will stay in Results section. Future SFRC sites to be studied will be listed in Conclusion/Recommendations – Program Recommendations

V. Data Submittals

Data should be submitted to Karen by Nov 30<sup>th</sup>.

VI. Investigations – New Template

-City of SD distributed their template for group discussion. The discussion revolved around what

to include in the boxes – all analytes Total Coliform, Fecal Coliform and Entero or just the analytes that exceeded. City of SD will incorporate comments and send out updated template with the following edits:

- Exceedence results only include analytes that exceeded, not all of them

- Every sample date will have its own row

- If all follow-up results are under exceedence limits – the box will have BAL (Below Action Level)

- All jurisdictions agreed to go input data, if problems or questions arise, email the Port, Carlsbad and City of SD

- Narrative discussions of Special Investigations will be included in Discussion Section, please limit them to a couple paragraphs