



## Memorandum

Date: July 8, 1999

To: Distribution List

From: Kate Hansel  
Lester A. Snow

*Kate Hansel*  
**LAS**

Subject: Agency Governance Meeting

CALFED and California Environmental Trust (CET) are convening a small meeting of Policy Group members to discuss the topic of CALFED governance on **July 12, 1999, from 1:00 p.m. to 5:00 p.m., at the Wells Fargo Building, 400 Capital Mall Sacramento, Ninth Floor Conference Room.** This is the first of probably several meetings that are needed to discuss and develop recommendations regarding interim and long-term CALFED governance. Later in the month CET and CALFED hope to convene an agency and stakeholder meeting to continue the discussions.

As described in the CALFED Draft Governance Plan (enclosed), CALFED has proposed continuation of the current Policy Group structure in the interim until a long-term governance structure is established. CALFED has agreed to develop a basic framework for long-term governance no later than the end of the year but possibly sooner to be prepared for legislation if needed. (Governance Schedule-Attachment 1). There are numerous topics that need discussion and decisions within the larger subject of CALFED governance -- interim governance structure, long-term governance, structure of an oversight entity and governance for each program element.

The focus of the July 12<sup>th</sup> meeting will be on the structure and process for the CALFED Oversight Entity in the interim and long-term. The principles and functions to consider when modifying the interim structure or developing a new structure for an oversight entity are in the Draft Governance and summarized in Attachment 2.

### Meeting Objectives

The primary objectives for the July 12<sup>th</sup> meeting are:

1. Agreement on the Principles and Functions for an Oversight Entity.
2. Review of the Interim Oversight Structure and Options for Long-term Oversight Structure.

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#### CALFED Agencies

**California** The Resources Agency  
Department of Fish and Game  
Department of Water Resources  
California Environmental Protection Agency  
State Water Resources Control Board  
Department of Food and Agriculture

**Federal** Environmental Protection Agency  
Department of the Interior  
Fish and Wildlife Service  
Bureau of Reclamation  
U.S. Geological Survey  
Bureau of Land Management  
U.S. Army Corps of Engineers

Department of Agriculture  
Natural Resources Conservation Service  
U.S. Forest Service  
Department of Commerce  
National Marine Fisheries Service  
Western Area Power Administration

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3. Interim Oversight Governance -- Discussion and Recommendations for Improvements to the Interim Governance Structure.
4. Long-term Oversight Governance -- Discussion of the advantages and disadvantages of an informal vs formal governing structure for CALFED oversight.

**Key Questions to Address at the Meeting** (See Attachment 3 for issues/background paper)

General Governance Question:

- *Are the principles and functions for a CALFED oversight entity appropriate?*

Interim Governance Questions:

- *Can the existing Policy Group process and CALFED Program structure be improved to better address the principles and functions for CALFED oversight?*
- *What should the decision-making protocol be for Policy Group in the interim? Should the decision rules vary depending on the type of decision being considered?*
- *What should be the membership criteria for Policy Group and what agencies should be members? What should the role of each member be? Should all members be voting members?*
- *How should stakeholders be involved in CALFED in the interim?*
- *How should CALFED involve state and federal legislatures in the interim?*

Long-term Governance Questions:

- *For long-term governance what overall governing structure can best meet the principles and functions for CALFED oversight?*
- *What are the advantages and disadvantages of a more formal vs less formal governing structure for the oversight of CALFED?*
- *How should stakeholders be involved in CALFED in the long-term?*

Enclosures

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Attached to this memo are the following materials:

Attachment 1--Governance Schedule and Tasks  
Attachment 2--Oversight Principles and Functions  
Attachment 3--Governance Issue/Background Paper  
Draft Governance Plan