

Date: January 10, 1997

To: BDAC Assurances Work Group Members and Invited Participants

From: Lester A. Snow, Executive Director   
CALFED Bay-Delta Program

Subject: Assurances March 18, 1997 Workshop

Provided below is an update on the progress made by CALFED Bay-Delta Program staff regarding the Assurances Workshop. We welcome comments or questions on the workshop at the January 14, 1997 Work Group meeting.

### **Rescheduling of Workshop**

The Assurances Workshop, along with several Program component workshops, has been rescheduled due to staff reassignments in response to the January 1997 floods. It is likely the Assurances and Finance workshops will be scheduled in May 1997 on the same day, with Assurances in the morning and Finance in the afternoon. This new schedule will allow workshop discussions on assurances and finance implementation issues after workshop discussion on the Program components. We will keep you informed regarding the new schedule.

### **Workshop Objectives and Proposed Format**

The objectives for the workshop remain as listed in the December 4, 1996 memo:

1. Educate the public on assurances issues;
2. Identify stakeholder constituencies;
3. Solicit stakeholder and constituency support of the list of stakeholder concerns and assurance tools or methods identified by the Work Group; and
4. Discuss, in detail, assurance issues presented by a case study alternative.

In addition, the proposed agenda remains as presented in the December memo.

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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

##### **Federal**

Environmental Protection Agency  
Department of the Interior  
Fish and Wildlife Service  
Bureau of Reclamation  
Department of Commerce  
National Marine Fisheries Service

We have heeded advice from the December 13 Work Group meeting and expect to schedule facilitated breakout sessions to discuss the case study assurance issues, after plenary presentations and discussions on stakeholder concerns, assurances tools and guidelines. Presentation of the case study and limited discussion to allow for clarification of case study elements will also precede the breakout sessions.

We expect to limit the size of breakout groups to 20-25 people to allow for detailed discussion on assurance issues presented by the case study and to review the assurances tools and guidelines in light of the case study. We hope to have a fairly complete list of stakeholder assurance issues as a result of the sessions so the Work Group can address those issues during further refinement of assurances, tools and guidelines.

We expect to use professional facilitators, in addition to staff and consultants who will act as session leaders, recorders and notetakers for the breakout sessions. An open question to the Work Group is whether workshop attendees should be strategically assigned to the sessions. The benefit of the assignments is to increase the chance of having balanced stakeholder representation. We are also considering assigning Work Group members and invited participants to individual sessions, so that attendees can benefit from their insights and knowledge. We would like to receive feedback on these questions at the January 14 Work Group meeting.

We also would like to remind Work Group members and participants to forward names and addresses of their constituents who should receive notice of the workshop to Valerie Kuntze at the CALFED Program office by calling (916) 657-2666.

We will continue to update the Work Group on the Workshop as our planning proceeds. Thank you for your cooperation and insights.