

**FY2015 Water Data Exchange (WaDE)
Project/EN Grant Conference Call**

Minutes – August 3rd, 2016, 3pm Mountain (2am PT, 4pm CT)

Attendees:

WSWC - Sara Larsen, Zubayed Rakib
South Dakota BIT and DNR – Ron Duvall, Ryan Ogan
Nevada State Engineer’s Office – Brian McMenamy
CDWR – John Helly, Gary Darling (joined later)

Welcome and Roll Call: Sara took roll and welcomed everyone back to the grant partner calls. She said this is the partners’ celebration meeting. She mentioned a recent call hosted by the Exchange Network about how centralized IT departments have impacted EN activities. Now that the contracts are signed, the partners can talk about when to get started, and how to get reimbursed. She mentioned that the partners may now bill time on the calls to the grant.

Updates from Partners: In response to an update question, John Helly described the progress that they are making to get California back into the WaDE portal. Sara asked whether or not the CA regional offices are interested in updating the data that are current as of 2010. John said the offices would be doing some training next year, and that they are looking at how to encourage the offices to adopt new methods (i.e., not using the same spreadsheets) without impacting their current workflows. The data collected would be the same, but the data provided by the regional offices to the Sacramento offices will be more transparent and open-source based. The QA/QC and report generation will hopefully be easier. Sara asked if the WaDE partners could make suggestions for changes to their program. John said that the offices are open to change, but currently no formal way to request this. A workgroup meets monthly and there is a chance to interact with them and make requests. He described how the data are relayed between the offices. Sara also introduced Zubayed to the group.

Ron said that they hadn’t had a chance to meet with SDBIT. Ryan said that they would reach out to Ron and based on their current workload, would be able to start on WaDE in the fall. Ron said that they would be available when SDBIT could work on it. He also said they were in the process of revamping their processes, so this is a timely effort. Sara said that those kind of activities related to WaDE can be done with grant funding.

Brian said that there were no changes for their systems over the past few months. He said that his workload made it so that they would not be able to work on the project until the late fall. Sara said that when Brian is free, Sara could work on it in a focused way to make the implementation time shorter.

Sara gave an overview of her presentation to the council during the summer meeting related to the water-energy nexus work being undertaken by the DOE national labs, WaDE updates, and the WUDR program announcement. Multi-state applications to WUDR are possible, and the funds can be used for WaDE implementation, if the funds are for activities not already covered by the EN grant. She also talked about reinvigorating the Water and Information Data Subcommittee (WIDS).

Reimbursement Requests: Sara requested that the partners send a short description of the work undertaken for the prior quarter when it comes time for a reimbursement request, and a description of the time spent on the project by different staff. Also, keep any receipts for purchasing equipment. WSWC will collate everything and submit to CDWR, which will hopefully send the funding back to WSWC quickly. In order to facilitate the process, Sara requested Ron and Brian to send contact information for a financial point of contact within their offices. Brian indicated Bonnie Cordonaway. Ron said that Rob Green, or a delegated person, would be the one to receive funds. He would talk to Ron and find out who the appropriate contact is. Ron asked whether or not the funds would be transferred electronically or by check. Sara said it would likely be by check, but that WSWC would investigate that.

Wrap-Up: Sara asked whether or not the partners were still okay with the monthly meetings. They indicated yes, John said yes. Gary joined and said that they were ready to process funding reimbursements in October. He was looking forward to updating on another project during the next month on some collaborative work being done by UC – San Diego and CDWR. The partners agreed to a meeting the first or second week of September, avoiding the Labor Day holiday.

Action Items:

	Description	Assignee
1	Check in with partners on when they can get started	SD/NV
2	Provide a financial contact for funds transfer with reimbursement	All partners
3		