

## Handout 3a: Defining a Plan Performance Monitoring and Data Management for the Westside IRWM Plan

*Draft February 6, 2013*

From Handout 2: Crafting Plan Recommendations

### 3. Establish tracking plan for IRWM Plan implementation

From Table 1 of Governance Handout

1. Promote Progress on Plan objectives
  - a. Gather data related to progress
  - b. Synthesize data related to progress
  - c. Report on Plan progress
2. Manage and Share Related Data and Information
  - a. Identify the data and operational data that should be measured and managed to meet the goals and objectives of the IRWM Plan with a focus on data that are currently collected
  - b. Gather the needed data and information
  - c. Store and manage the needed information
  - d. Provide access to the needed information

## Summary of Plan Performance and Monitoring and Data Management Standards

The November 2012 IRWM Grant Program Guidelines for Propositions 84 and 1E state that:

“The intent of the Plan Performance and Monitoring Standard is to ensure:

- The RWMG is efficiently making progress towards meeting the objectives in the IRWM Plan.
- The RWMG is implementing projects listed in the IRWM Plan.
- Each project in the IRWM Plan is monitored to comply with all applicable rules, laws, and permit requirements.

Monitoring performance should be closely related to the implementation of projects.... the IRWM Plan needs to contain the criteria that will be used to evaluate the progress to meet plan objectives and the process that will link project completion to IRWM Plan implementation.”

“The intent of the Data Management Standard is to ensure efficient use of available data, stakeholder access to data, and to ensure the data generated by IRWM implementation activities can be integrated into existing State databases.

As specified in the Integration Standard, IRWM Plans should contain common protocols that gather data in a consistent manner, and processes for data and information sharing that assist all IRWM stakeholders in their local efforts, as well as regional efforts. Data integration is best achieved through the use of common and compatible methods for data gathering, analysis, monitoring, and reporting systems used by members of the RWMG. The data management description in the IRWM Plan should be of sufficient detail so that it is clear to stakeholders how data are collected, validated, and shared in the region.”

## A. Plan Performance and Monitoring Criteria

The Guidelines specify that the criteria should include:

1. Explain whom or what group within the RWMG will be responsible for IRWM implementation evaluation.
2. Describe the frequency of evaluating the RWMG's performance at implementing projects in the IRWM Plan (monthly, semi-annual, yearly, etc).
3. Explain how IRWM implementation will be tracked with a Data Management System (DMS), and who will be responsible for maintaining the DMS.
4. Discuss how findings or "lessons learned" from project-specific monitoring efforts will be used to improve the RWMG's ability to implement future projects in the IRWM Plan. For example, after review of the RWMG performance measures, the RWMG may need to amend the RMS or the actual IRWM objectives to account for new scientific data, and regional changes in conditions that can alter baseline assumptions or understanding of water management issues discussed in the IRWM Plan. Any amendments to the RMS or objectives will need to adequately identify water demand, water supply, water quality protections, and environmental stewardship actions that provide long-term, reliable, and high-quality water supply; including water supply to DACs. The standards and guidance for amendments to the IRWM Plan are contained in Governance Standard.
5. Identify who has the primary responsibility for development of the project-specific monitoring plans and who is responsible for project-specific monitoring activities.
6. Specify the stage of project development that a project-specific monitoring plan will be prepared
7. Provide an explanation of typically required contents of a project-specific monitoring plan including, but not limited to, the following:
  - a. Clearly and concisely (in a table format) describe what is being monitored for each project. Examples include monitoring for water quality, water depth, flood frequency, and effects the project may have on habitat or particular species (before and after construction).
  - b. Measures to remedy or react to problems encountered during monitoring. An example would be to coordinate with the Department of Fish and Game if a species or its habitat is adversely impacted during construction or after implementation of a project.
  - c. Location of monitoring
  - d. Monitoring frequency
  - e. Monitoring protocols/methodologies, including who will perform the monitoring
  - f. DMS or procedures to keep track of what is monitored. Each project's monitoring plan will also need to address how the data collected will be or can be incorporated into statewide databases. Note that standards and guidance related to the integration of data into statewide databases is included in the Data Management Standard.
  - g. Procedures to ensure the monitoring schedule is maintained and that adequate resources (including funding) are available to maintain monitoring of the project throughout the scheduled monitoring timeframe.

## B. Data Management

The Guidelines specify that, at a minimum, the data management description in the IRWM Plan should include the following:

- A brief overview of the data needs within the IRWM region
- A description of typical data collection techniques
- A description of how stakeholders contribute data to a DMS

- The entity responsible for maintaining data in the DMS
- A description of the validation or quality assurance/quality control measures that will be implemented by the RWMG for data generated and submitted for inclusion into the DMS
- An explanation of how data collected for IRWM project implementation will be transferred or shared between members of the RWMG and other interested parties throughout the IRWM region, including local, State, and federal agencies
- An explanation of how the DMS supports the RWMG's efforts to share collected data
- An outline of how the data saved in the DMS will be distributed and remain compatible with State databases including CEDEN, Water Data Library (WDL), CASGEM, California Environmental Information Catalog (CEIC), and the California Environmental Resources Evaluation System (CERES).

### **C. Existing Plan Performance and Monitoring Data Management Systems and Protocols**

#### Yolo WRA – IRWM

- Includes project list updating and reporting on WRA website <http://www.yolowra.org/irwmp.html>
- Project tab on WRA website <http://www.yolowra.org/projects.html>

#### Napa IRWM

- Napa IRWM uses Watershed Information Center and Conservancy Web site [http://www.napawatersheds.org/app\\_pages/view/5046](http://www.napawatersheds.org/app_pages/view/5046)
- Has separate project tab with interactive project submittal/update portal

#### Solano IRWM

- Solano IRWM activities suspended to participate in Westside IRWM