

MEETING SUMMARY
Oroville Dam Citizens Advisory Commission
Meeting #11: July 29, 2022
10:00 a.m. – 12:00 p.m.
Southside Community Center, Oroville, CA

This meeting summary provides an overview of the July 29, 2022 Oroville Dam Citizens Advisory Commission (OCAC) meeting and focuses primarily on capturing the comments and questions posed by Commissioners and members of the public. It is organized by agenda topic to assist readers in cross-referencing the meeting materials. This document is not intended to serve as minutes of the meeting or a transcript of the discussion. A transcript and materials from the meeting are available on the Oroville Dam OCAC

website: <https://resources.ca.gov/Initiatives/Oroville-Dam-Citizens-Advisory-Commission>

MEETING AGENDA

- Welcome, opening remarks, and drought and lake-level update
- Update on Commission report
- Readout of April Flood Safety Stakeholder Technical Workshop
- Dam facilities management and annual maintenance plan presentation
- Listen to public input
- Announce next meeting and adjourn

ACTION ITEMS

- Request for presentation and discussion of inundation maps at the next public meeting.
- Inquiry into the functionality of the underground communication systems for public safety responders.
- Request for follow-up on additional information related to inspection of spillway gates.
- Inquiry into state funding for an expert consultant for the community.

WELCOME & INTRODUCTIONS

As mandated by the requirements set forth in Senate Bill 955 (2018, Nielsen), the Commission comprises representatives from the following agencies and public bodies. Attendance at Meeting 11 on July 29, 2022 is noted in the table below.

Agency or Public Body	Commissioner (or Alternate)	Present
California Natural Resources Agency	(Chair) Secretary Wade Crowfoot	x
California State Senate	(Vice Chair) Senator Jim Nielsen	x
California State Assembly	Assembly Member James Gallagher (represented by Juleah Cordi)	x
Department of Parks and Recreation (DPR)	Director Armando Quintero (represented by Matt Teague)	x

Department of Water Resources (DWR)	Director Karla Nemeth (represented by Ted Craddock)	x
California Governor's Office of Emergency Services (Cal OES)	Director Mark Ghilarducci (represented by Deputy Director Lori Nezurah)	x
Oroville City Council	Council Member David Pittman	x
Oroville City Council	Mayor Chuck Reynolds	x
Butte County Board of Supervisors	Supervisor Tod Kimmelshue	x
Butte County Board of Supervisors	Supervisor Bill Connelly	x
Representative on behalf of Butte County Board of Supervisors	Robert Bateman	x
Yuba County Board of Supervisors	Supervisor Seth Fuhrer	x
Yuba County Board of Supervisors	Supervisor Andy Vasquez (represented by Supervisor Karm Bains)	x
Sutter County Board of Supervisors	Supervisor Mat Conant	x
Sutter County Board of Supervisors	Supervisor Dan Flores (represented by Supervisor Karm Bains)	x
California Highway Patrol	Sergeant Larry Starkey (represented by Officer Joseph Stokes)	x
Butte County Sheriff's Office	Lieutenant Steve Collins	x
Yuba County Sheriff's Office	Captain Joe Million (represented by Lt. Brandon Spear)	x
Sutter County Sheriff's Office	Deputy Andre Licon	x

Secretary Wade Crowfoot welcomed all presenters, facilitators, and members of the public to the tenth meeting of the Oroville Dam Citizens Advisory Commission, which was held in person at the Southside Community Center in Oroville. This was the first meeting held in person since February 2020.

Secretary Crowfoot also welcomed back Valerie Pryor, who is the General Manager of one of the State Water Contractor agencies. The Secretary provided an overview of the meeting agenda, which covered an update on the Commission Report, a recap of the April Flood Safety

Stakeholder Technical Workshop, an update on facilities management and annual maintenance plan and the public comment period.

Senator Jim Nielsen also provided introductory remarks. He thanked the Secretary and DWR for their participation. He remarked that the Commission serves an important function as an assembly of people and referenced the origins of the Commission with his work on issues with the Sacramento River in the mid-1980s. The Senator also thanked the public for attending the meeting.

UPDATE ON COMMISSION REPORT

Eva Spiegel of Kearns & West provided commissioners with an update on the development of the Commission's legislative report. She began by giving background on the report that is legislatively mandated to be published every three years as part of Senate Bill 955. Commissioners received a preliminary report outline during Meeting 9 in December 2021 and then a final outline during Meeting 10 in March 2022.

Ms. Spiegel acknowledged the contributions of the three commissioners who have been providing input: Supervisor Connelly, Lt. Collins and Rob Olmstead, Senator Nielsen's chief of staff. She explained that the three had met with staff several times to discuss the outline, report development and preliminary draft. She provided an overview of the report's contents that draws from the meeting transcripts and meeting summaries, all of which are posted to the OCAC website following each meeting.

She detailed the following areas that the report must cover:

- An overview of ongoing maintenance and improvements made at the dam and its site.
- A register of communications received from DWR and other parties to the commission.
- Notice of upcoming plans made by DWR for the dam and its site.
- An overview of flood management projects on the Feather River affecting public safety and flood risk reduction.

Ms. Spiegel told commissioners that the report is on track to be completed in early 2023, and that they will receive a draft for review prior to the October 2022 meeting. The report draft will be posted on the OCAC website at that time as well. Any public input will be collected through the website. Presentations from Meeting 11 will be added to the report draft. Secretary Crowfoot requested that the report be finished by the end of 2022.

Commissioner Bateman requested that a document developed by Matt Mentink be added to the report. Secretary Crowfoot emphasized that the report has been drafted in accordance with the mandate outlined in SB 955, which is to report on the activities of the Commission. He stressed that the report is not meant to be a comprehensive report on the status of dam safety at Oroville.

FLOOD SAFETY STAKEHOLDER TECHNICAL WORKSHOP RECAP

Mike Mierzwa of DWR provided a recap of the April workshop.

Supervisor Flores suggested that mile markers be installed along the river. Mr. Mierzwa responded that markers are not used on the river, but GPS coordinates are used by levee inspectors. The information they collect is transmitted to the State-Federal Flood Operation Center.

Mr. Mierzwa continued his presentation showing the tool that levee inspectors used to inspect levees and channel capacities along 80 percent of the Feather River. He explained that the State is responsible for these areas but not all and that the State is not responsible for all 14,000 miles of levees in California. DWR is responsible for 1,600 miles of levees within the Central Valley. Mr. Mierzwa explained that the workshop was created as an interactive forum to give stakeholders an understanding of how key federal and state agencies coordinate flood management and what is done annually to protect the watershed and the residents.

Speakers during the workshop included the State Climatologist, the lead for reservoir operations with the U.S. Army Corps of Engineers Sacramento District, the Federal Emergency Management Agency (FEMA) flood plain mapping engineer and an expert from the National Weather Service (NWS) Sacramento office, Cal OES, the State Water Project, as well as Dr. Storesund's presentation on risk. These discussions focused on how the state floodplain manager works with local communities to manage risk, and the impacts of atmospheric rivers in this watershed. The workshop covered design, operation and inspection parameters for flood defense systems, which includes dams, channels and levees. He shared that the workshop also covered maps, emergency action plans and emergency response exercise to prepare for extreme weather events. He also noted that flood safety discussions within hazard mitigation plans are updated every five years as required by law, with the next one being finished this year for a 2023 release. He shared that DWR, Cal OES, the U.S. Army Corps of Engineers, NWS and various local public safety agencies will meet in September and October 2022 to conduct pre-season flood meetings.

Secretary Crowfoot asked about the primary concerns the public asked during the workshop. Mr. Mierzwa responded that capacity of the system is an ongoing concern. In an extreme weather event, the Feather River is capable of conveying large quantities of water. He said workshop attendees asked about what is being done to monitor channel capacity changes, and make sure that capacity can be improved over time, as well as inundation maps. He explained how agencies use Google Earth and other technology to help understand and forecast atmospheric rivers and other weather events. Mr. Mierzwa also stated that it is key to manage these storms not only for flood protection but also for water supply.

Ted Craddock touched on forecast informed reservoir operations, which is being done in cooperation with the Scripps Institute, the U.S. Army Corps of Engineers, the Yuba Water Agency and other agencies. He talked about efforts underway at Lake Mendocino and Folsom Lake to help build more knowledge. Mr. Craddock also noted the update to the U.S. Army Corps of Engineers Water Control Manual and stated that his agency has implemented enhanced flood protection for the operation of the lake.

Secretary Crowfoot asked about ensuring that spillways can push the water away to protect the dam in the event of a massive storm. Mr. Craddock answered and touched on the criteria used to design lakes and dams so they can pass the most extreme weather event and keep the dam safe. He noted the large spillways used for this purpose and the downstream flood control system. The U.S. Army Corps of Engineers and FERC provide the guidance on design of reservoirs and dams.

Supervisor Connelly asked about safe flow levels, referring to the 1997 flow rate set to 163 to 167 cubic feet per second, and noted that the flow projection map shows that 250 cubic feet per second would be safe to move down through the Feather River. He expressed concern that projections may not be at a level to address potential risk and asked for clarification. The map used shows that Highway 70 is an impermeable barrier, but it flooded in 1997. He wanted to know how it would be possible to have 250 cubic feet per second down river.

Mr. Mierzwa responded that DWR previously published a report called Bulletin 69 that would include discussions of rainfall intensities and high-level impacts of flooding (including levee performance) following large events. This has not been updated since 2000 but does have historical information for the flood events in 1986, 1995 and 1997. Data from these events, he explained, is used by the DWR to develop the central valley flood protection plan and calibrate its models to show the performance of the system including incorporating climate change factors. The central valley flood protection plan looked at climate change imposed upon a 200-year level flood event to make sure the levees have capacity to protect communities in such a storm. A 200-year event is used because state law requires that for urban areas, preparation is for this level of event.

Gary Lippner, Deputy Director of Flood Management, Dam Safety, DWR noted that the Department recently shared inundation maps developed with the Sutter Butte Flood Control Agency (SBFCA).

Mr. Bateman said that Michael Bessette, SBFCA's executive director, met with him the day before the OCAC meeting. He asked if there can be a discussion on the validity of the 2017 plans and how to improve assumptions of flow capacity. He also asked if DWR could provide funding for the community to hire an expert consultant.

Secretary Crowfoot noted that he was not sure it is feasible for DWR to fund a community expert, but DWR will provide a response.

Supervisor Kimmelshue asked which agencies were invited to the pre-season flood meetings. Mr. Mierzwa responded that these meetings are initiated by DWR, which invites representatives from Cal OES, the U.S. Army Corps of Engineers and the NWS. The audience is the local or regional entities responsible for leading flood emergency response. The meeting is for public agencies, though it is not open to the public.

Supervisor Conant inquired about whether it is possible to create a larger opening in the dam in advance of forecasted atmospheric river events as an alternative to an actual lower spillway to help get a lot of water down the river. Mr. Craddock said this topic will be addressed in a separate presentation during the meeting.

Council Member Pittman referenced the 1997 flood event and having served as the County's Fire Department's evacuation coordinator, he noted the water level height on Feather Boulevard. He stressed that rock cobbles do not hold water well. He also asked about coordination with upstream reservoirs, the South Feather Water & Power Agency, and other similar agencies.

Mr. Mierzwa responded as he previously was the lead of the river forecasting unit that works with the NWS. The NWS receives confidential information from reservoir operators regarding release plans, schedule, etc., which is input into the system for modeling the down flow. He

explained that there are confidential conversations between all reservoir operators and forecasters.

Senator Nielsen inquired about siltation and flooding. He noted that it is expensive to clean and dredge rivers. Mr. Mierzwa responded and discussed areas in the state and federal levee system where DWR has some responsibilities for the management of named channels, typically in bypass areas. They also examine forecast conditions for water levels in conjunction with observed conditions. Mr. Mierzwa explained that if there is a significant difference between the forecasted events, and what happens, this may be a result of sedimentation preventing effective downstream water flow. This would lead to an updating of the rating tables that engineers use to provide and prepare forecasts. During this update, they look at whether there has been built up at a bridge crossing or other area where there is a restriction. He also explained that the state designated floodways predate the national FEMA regulatory floodways. The Central Valley Flood Protection Board deals with state designated floodways. When they look at sedimentation, they look at lower-flow areas not high-flow areas.

Mr. Lippner acknowledged the Senator's advocacy for sediment removal in the Feather and Yuba rivers.

DM FACILITIES MANAGEMENT AND ANNUAL MAINTENANCE PLAN

David Rennie, Manager, Asset Management, Division of Operations and Maintenance, DWR, provided the first part of the update on the State Water Project asset management and operations and annual maintenance projects. He started with an overview of the State Water Project, which encompasses water supply, flood control, recreation, wildlife enhancement, and power generation. For operating expenses and capital projects for the Oroville Dam facility, the agency spends between \$80 million and \$100 million annually. The update included an overview of the different types of maintenance conducted including condition assessment (inspections), civil maintenance, security, etc. They do dam safety inspections, work on the infrastructure and upper watershed.

David Sarkisian, Manager of the State Water Project Dam Safety Program, DWR, provided the second part of the update, focusing on projects currently underway. Because there was a 4.2 magnitude earthquake in Oroville the week before, he began with an update on earthquake inspections.

Mr. Sarkisian discussed the installation of the piezometers recommended in the Comprehensive Needs Assessment. This work is planned to begin in the fall of 2022. He explained the work DWR is doing to collect bathymetry of Lake Oroville. They combined two different sets of data to help assess the lake's current capacity and address sedimentation built up over the decades. He explained that previous remotely operated vehicle inspections have identified 12 inches to 24 inches of fine sediment near the dam. Recent low lake levels have allowed an inspection of the Hyatt Powerplant intake structure. Mr. Sarkisian discussed Palermo Canal lining improvements. DWR also drafted a workplan to assess seismic stability and expects the study to be finished in late 2024. Engineers performed an inspection of the flood control outlet in November and December 2021. In August 2022, DWR will begin Phase Three, maintenance repairs on the hoist ropes and components. DWR has submitted the plan to regulators for the retrofit design criteria for the gated monoliths that hold the gates. He noted DWR's work on quantitative analysis as a future part of risk assessment.

Secretary Crowfoot emphasized that forecasts inform reservoir operations and flood safety.

Mr. Sarkisian discussed how in 2018 there was an approximately \$300 million investment implemented for the Emergency Spillway during the Spillway Recovery. He noted that there have been two risk assessments for the Oroville complex, one of which was the Comprehensive Needs Assessment (CNA), the other was the Level Two Risk Analysis (L2RA). Both found that risks associated with the spillway were not the major drivers of risk. DWR collected comments on the flood study, with the last being submitted in March 2021. DWR indicated that it would implement further studies of performance of the spillway after initiating studies on the higher risks that were identified through the CNA and L2RA. DWR has been asked to develop a detailed plan schedule to determine safety capacity of the emergency spillway, which will evaluate erosion potential.

Council Member Pittman asked if DWR has addressed functionality of the underground communication systems beneath the dam for public safety responders. Secretary Crowfoot said this would be added to the Action Item Tracker for Meeting 12.

Mr. Bateman asked for a summary update on safety improvements to the gates and emergency spillway. He requested information on why DWR has determined the crack in the gate is not a serious concern. Mr. Sarkisian responded that there are eight radial gates and the 10-year inspection found them in good condition, as did a more recent analysis. These analyses have been sent to the regulators. Mr. Sarkisian acknowledged that the public can notice water leakages where the concrete meets the bay, where there is an embedded steel plate and a rubber seal. The seals are designed to be inflatable. He explained that they have replaced seals and made improvements. It would be a challenge to get them watertight, but from a dam safety perspective, that is not a concern. The water people notice is not due to a hole in the gate. He reported that engineers have evaluated the crack in Bay 10. The crack is not a structural concern and has been sealed and repaired.

PUBLIC COMMENT AND QUESTIONS

The public had an opportunity to ask questions or leave a public comment. Matt Mentink asked for responses to questions not addressed in the presentation. He also raised questions he had regarding the Commission's charter and operations. He asked about funding for commissioners to work together more to get their questions responded through the Commission. He asked for agendas to be driven by commissioners, not agency staff. Mr. Mentink shared a few copies of a document outlining recommendations for the operation of the Commission going forward.

Secretary Crowfoot thanked Mr. Mentink for his engagement and noted that the Commission uses an Action Item Tracker to keep it accountable for following up on discussions and issues raised in the Commission meetings.

Secretary Crowfoot remarked that the legislative report due by the end of 2022 is not an assessment of ongoing safety of the dam or reservoir. The report covers the activities of the Commission. He also touched on how staff have worked to structure meeting agendas on important topics of interest and priority to Commission members, and that Commission members can provide input to develop future meeting agendas.

Michael Bessette, the Executive Director of SBFCA, began his public comment by thanking DWR for releasing the inundation maps and meeting with him. He also noted that he met with Supervisor Connelly and Mr. Bateman. He thanked Senator Nielsen for his leadership.

SBFCA was formed 15 years ago and with DWR partnership, the agency has built over \$350 million dollars' worth of flood risk reduction and restoration projects.

Secretary Crowfoot remarked that much of the focus is on dam safety, but it is also on capacity to protect downstream communities in catastrophic storms and that he is looking forward to further discussion on inundation maps.

Supervisor Connelly remarked that he is interested in knowing if the way the Commission operates can be changed and said that Mr. Mentink raised an important point. He asked whether future meeting agendas included topics of issue and concern that are important to local residents. He emphasized that the maps are concerning because they are based on sunny weather, not storm conditions. Supervisor Connelly asked if it was possible to look at flooding risk through these concerns. He appreciated that there has been more discussion and transparency on several issues including the Palermo Tunnel and the gates.

Secretary Crowfoot responded and said it is important to address items that are the major concern and said that the next meeting will be an opportunity to discuss the inundation maps. He asked if commissioners want to give input on items for the agenda to contact the agency to make requests, so agendas are built accordingly. He emphasized that this is a citizens' commission and that there are open lines of communication.

Mr. Mentink handed out several copies of his recommendations on the Commission operations.

Supervisor Conant raised the issue of sediment removal and said little had been done along the boat ramp. He stated that while there has long been sand in the river (since the 1990s), there has been significantly more since the 2017 event. He asked if there could be more study of this issue that restricts boat access and fishing, and which is likely bad for the fish.

Secretary Crowfoot stated that would happen and asked that channel capacity, siltation and sediment be added for discussion to a future agenda.

Mr. Mentink raised the Commission's charter and said that his recommendations are designed to make the meetings productive.

Secretary Crowfoot thanked him for his comments and stated that inundation maps would be on the October meeting agenda as well as the legislative report.

ADJOURNMENT

Secretary Crowfoot asked Senator Nielsen to make final remarks.

Senator Nielsen thanked everyone for their participation.

APPENDIX

Citizen's CAC Report to Legislatures (version 2)



Performance over the first three years

The Oroville Citizen Advisory Commission (OCAC) acting within the Nature Resource Agency, has provided the commissioners a fountain of knowledge to better understand the more complex issues yet to come. A lot of the public's questions have been answered to a satisfactory level and DWR should be recognized for this preliminary knowledge and their time invested in the commission. The OCAC three year report should reflect these basic accomplishments.

Yet in the early stages of this ongoing commission there were many missed opportunities. Most notably was the commissioners ability to fully exercise the advisory authority granted them in the charter.

Citizen - an inhabitant of a particular town or city.
Advisory - having or exercising power to advise
Commission - a group of people who have been formally chosen to discover information about a problem or examine the reasons why the problem exists:
(Cambridge Dictionary)

For the citizens living in the City of Oroville and the Feather River Basin, the OCAC objectives are to "discover information about a problem and examine the reasons why the problem exists". They want to see the documenting evidence that the issues plaguing the 50 year Oroville Dam, 50 year old Water Control Manual, Fisheries/Recreation and local economies are being addressed timely, and its progress trackable.

It appears that DWR's objective and narrative is geared more at "look what we have done". The preselected agenda topics have been a steady diet of top-down presentations full of general concept or preliminary knowledge that eat up the 2-hour clock, and leave little time for direct questioning, detailed answers, or documented evidence

It is the direct line of questioning that should be the main body of the Advisory meeting, Agreed upon advance questions for the different quarterly topics would provide DWR adequate time to properly prepare their response. DWR's role in the commission should be providing the documented evidence that these concerns are being resolved as quickly and efficiently as possible, no matter how uncomfortable those discussions may be, while still protecting CEII.

The Independent Forensic Team Report documented the past history of DWR, and that helped to convince the legislature to adopt SB 955. Therefore when the commission attempts to pursue the uncomfortable line of questioning, they are not being disrespectful. The Oroville Citizens Advisory Commissioners simply needs to conduct their legal and moral duty granted them within the charter

Through these means we can bring home a unified voice of DWR trust, transparency and partnerships that will be needed as we move in FIRO operations and the possibility of cost sharing projects.

Suggested changes to the Oroville Citizens Advisory Commission

C. Funding

The commission is being run through the California Natural Resources Agency. The commission may, as directed by the legislation, receive in-kind assistance or funds, or both, from public and private sources. These funds are available to the commission upon appropriation by the Legislature.

Strong consideration should be given to seek funding for a paid assistant reporting to the vice-Chairperson for the purpose of organizing and communicating between the city and county OCAC representatives.

D. Commission Membership

Members representing city or county perspectives will be selected to reflect the interests of the communities they represent.

Currently only one non- elected Citizen sits on the twenty member commission.

The charter does not require representatives to be elected officials, but simply appointed by. Thus the designee commission could be the best qualified, having the time and knowledge required to be an active and contributing member..

F. Commission and Commissioner Responsibilities

3) The commission will publish a report at least once every three years that provides the following:

DWR with its paid staffers assumed the lead role to draft the very report used to measure the success and failures of the commission's first three years.

The informal report subcommittee is comprised of Supervisor Connelly, Lieutenant Collins, and the office of Senator Nielsen.

There needs to be an equitable review process for receiving and inserting amendments from citizen and commissioners to DWR's draft report

a. An overview of ongoing maintenance and improvements made at the dam and dam complex;

b. A register of communications received from State Agencies and other parties to the commission

Including a register of topics and questions requested but not properly addressed.

Dismissive or evasive responses to uncomfortable lines of questioning usually indicates areas where commissioners need to step in and perform deeper discovery and followup.

c. Notice of upcoming plans made by State Agencies for the dam and dam complex;

This notice of upcoming plans should include those recommendations made by both state and federal regulators, such as FERC, USACE, DSOD and 5 year capitalization plan.

Since lengthy delays of safety projects have been a major concern, the date each project was requested should be provided to the commission and included in the report.

d. An overview of flood management projects on the Feather River affecting public safety and flood risk reduction.

Included with the list of projects, should be a summary of the findings from the various studies done to ensure an accurate representation of current conditions are in the report. The studies should include; Downstream Consequence (Ford), Post 2017 Feather River sedimentation measurements, and Levee conditions/ vulnerabilities and current channel capacity ratings needed for flood operations.

F. 6.) The commission shall have volunteers responsible for reviewing and approving commission meeting summaries.

Senator Nielsen, Assemblyman Gallagher, Supervisor Flores, and Supervisor Bradford volunteered to review meeting summaries prior to public posting.

G. Cooperation from California State Agencies

State Agencies shall do all of the following for the commission:

2) Provide all information reasonably requested by the commission regarding the construction, rehabilitation or reconstruction, operation, maintenance, and management of the dam, including, but not limited to, and as permitted by law, any of the following:

a) Asset management plans regarding facilities and equipment of the dam;

b) Scheduled or anticipated repairs, restoration, or replacement of facilities or major equipment

Of particular concerns to downstream citizens is the perception of long delays and inequitable scheduling between safety and water delivery projects

Although Asset management has developed a tracking tool to assign risk values to prioritize scheduling for both types of projects, it has only been talked about in concept form and never shared publicly when requested, therefore skepticism remains. The commission should be provided the actual report, not just vague language.

c) Changes in flood management rules;

The 50 year old Water Control Manual is being updated to a Forecast Informed Reservoir Operation (FIRO) that relies heavily on human skill and decision making. As of yet the commission has been kept out of this process.

Several requests were made for a reverse engineering kind of discussion on the conditions, events and decisions that contributed to the 1986 and 1997 floods. These "Lessons Learned" are at the very heart of the commission's objectives. As of yet DWR is being very evasive, even dismissive to this request.

There have been requests that the recommendations within the Yuba-Feather FIRO Work Plan, and its suggested metric tracking tool, for evaluating forecasting skills be shared with the commission. DWR is attempting to dismiss this request as well.

d) Provide updates of Feather River flood management activities, including site visits and briefings.

H.3 - Meeting summaries will be posted online for public access and will include:

The meeting coordinator will track action items identified at each meeting

The facilitator needs to accurately capture the public recommendations and ensure they become part of the Action Item Tracking Log

If the chairman determines a recommendation is not appropriate , that ruling should be noted in the status column of the log.

Non- appropriate or uncomfortable line of recommendations are still legally part of the meeting record and should not simply disappear from existence.

Questions and comments put forth by the commission

This same care should be taken by the Facilitator to accurately capture questions, and should not go unanswered or disappear from the meeting record.

With limited meeting time for public questions, the ability to submit followup questions within 7 days after the meeting should continue to be a function of the facilitator.

Responses to commission questions from previous meetings

Responses to previous questions continues to be a opportunity for the meeting summary

Capturing all questions accurately, tracking responses and creating the format within the summary requires continual improvement.

Actions and decisions

Currently the Actions and decisions are lost within the lengthy summary and not easily found. These important notes could be formatted separately, similar to the Action Item Tracker for quick reference and follow up.

— — — — — — — — — —