**Meeting Notes: GRP Workgroup Meeting**

**December 8, 2016**

**1:30 to 3:30 PM**

**West Texas Conference Room, 2nd Floor, OSPR Headquarters, 1700 K Street, Sacramento**

1. Review of Action Items
	1. GRP leads will look at the GRP boundaries for their respective plans and send their proposed boundary to Guphy before our December 8th GRP Workgroup Meeting.
		1. **See Main Agenda Below**
	2. Guphy will make edits to the data collection spreadsheet based on the new Survey 1,2,3 App. Updated spreadsheet will be sent to group.
		1. **Completed**
	3. Guphy will send out the instructions and presentation on the new Survey 1,2,3 App.
		1. **Completed**
		2. **Updates on App Use – Guphy**
			1. *App seems to be working well, there were a couple of versions floating around but that has been straightened out.*
	4. Anna will follow-up with looking into ESI Training for the group
		1. **Email to EPA Rep**
		2. *Since GRP Workgroup Meeting: Have communicated with EPA regarding training needs. Randy and Yvonne will carry forth with working on training for OSPR staff (field, GRP, wardens) on SCAT, ESI Shoreline Types, and Swift Water Booming.*
	5. Anna requesting approval to download Railroad Crossing Locator App.
		1. **Completed, already on white list**
	6. Anna will update TOC based on comments received and send out to group
		1. **Completed**
		2. **Any more comments at this point?**
2. Submission of GRP Boundaries – Guphy
	1. *All boundaries were submitted and most were completed; slight adjustments were still needed on one or two maps. As of 12/27/17: all are completed.*
	2. *Will add boundaries to ERMA under the responder site (so they are not publically accessible).*
	3. Seeps-Mia
		1. *Do we include natural seeps within our GRP boundary?*
		2. *Can put natural seeps in the sensitive area/habitats section.*
		3. *Guphy will look at layers to see if there are seeps within some of the GRP boundaries.*
		4. *Guphy will ask Judd what his take is on seeps.*
		5. *Randy mentioned that Greg (Ewing) said there is a seep layer, maybe from 2016.*
		6. *Melissa concurred that there is a seep layer in ERMA.*
		7. *DOGGR report that Randy can send out.*

1. Flow Model Development – Guphy
	1. *We have a working flow model.*
	2. *Send Guphy risk points (RR crossings) and strategy or access points; send in decimal degrees.*
	3. *Mean annual or mean monthly flow model?*
	4. *NHD Plus Data; associated with each segment of river.*
		1. *Federal, probably USGS data.*
	5. *Randy mentioned that we may want to use velocity not flow.*
2. GRP Steering Committee Kick-Off Meeting – Anna
	1. *Updated the group on who we had participating thus far in the Statewide GRP Steering Committee.*
	2. *Suggestion from many in the group to include Kinder Morgan (they have since been invited and have accepted).*
	3. *Kick-Off Meeting will be January 17, 2017 in Sacramento.*
	4. *Randy wanted to make sure that we have clarified to the Steering Committee that GRP’s are oil spill only, they are not all-hazard plans.*
3. GRP Grant – Anna (per Cindy)
	1. *We will be able to provide grant funding to help off-set the cost for some stakeholders participating in GRP development; time and travel to meetings, time to review and comment on documents, etc.*
	2. *We are not advertising this at this time; details will be worked out internally on who can receive grant funds and how they will be distributed.*

1. Review of EPA Region 10 and Feather River GRP’s; TOC and Template – Anna
	1. *Updated group on the status of the TOC and template. Since the last version of the TOC was sent to the GRP Workgroup in October, I have made more changes. I reviewed some of the EPA Region 10 GRP’s as well as the latest draft of the Feather River Plan (which hasn’t yet been released) and made adjustments based on those documents.*
	2. *The Steering Committee has been sent the draft TOC with the most recent edits and they will comment on it at the January 17th Meeting. Once I update the TOC again, based on the Steering Committee, I will re-send to GRP Workgroup.*

1. Data Collection Spreadsheet Instructions – Anna
	1. *On my to-do list*
2. Status of Data Collection for First Round of GRP’s – Anna
	1. *Anna asked the GRP leads how their data collection efforts were going for each GRP; sounds like data collection is going well.*
3. OWCN: GRP Site Visits – Randy
	1. *OWCN has requested touring our GRP areas so they can develop their own site strategies for oiled wildlife stabilization and care.*
	2. *Randy and FRT Supervisors will meet with OWCN in early January to go over what they want to see and develop some ground rules on scheduling site visits.*

1. Drilling GRP’s-Roy
	1. *Roy asked if we will be drilling the GRP’s, either before they are finalized to see if what is in the draft plan works, or after they are finalized?*
	2. *Yvonne said at this point don’t see how we drill the GRP’s unless we come up with a funding source to pay people to participate. Otherwise we will only drill folks with an Inland Contingency Plan, which may coincide with a GRP.*
	3. *Julie mentioned that the SSSEP program may roll over into the GRP’s and we may be able to test them with that funding.*

1. Roundtable: Updates, Questions, and Comments from Staff and Supervisors – All

Action Items:

* Follow-up on whether or not seeps should be included within GRP boundaries and/or included as a sensitive habitat type.
* Randy to send out report from DOGGR on seeps.
* GRP Leads send Guphy risk points, such as rail crossings, in decimal degrees (Guphy to verify this as an action item).

Several meetings will occur prior to our next GRP Workgroup Meeting that will warrant updates and actions moving forward:

* Meetings with EPA to discuss GRP boundaries and training needs
* Meeting with OWCN regarding site visits to GRP areas
* Meeting with GRP Supervisors to discuss the official GRP development start date and begin working on milestones for GRP development
* Statewide GRP Steering Committee Meeting: will discuss Table of Contents, GRP boundaries, GRP priorities, and local outreach for GRP development
* Meet with Cindy and Scott to start developing an outreach list of folks needing to participate in individual GRP development based on the GRP boundaries

Next Meeting: January 24, 2017, 9:30 to 11:30 AM