



Nomination Process Guidance

Russian River Water Forum: Planning Group

I. Overview and Request for Nominations

This document outlines the roles and responsibilities of the Russian River Water Forum (Water Forum) Planning Group members and provides guidance for nominating members to the Planning Group.

The purpose of the Planning Group is to share information and improve understanding of Russian River water supply and fisheries challenges and Eel River fisheries challenges, and to evaluate potential options to address these challenges in the context of PG&E's planned decommissioning of the Potter Valley Project. More details regarding the Planning Group charge, guiding principles, and structure are provided in the Planning Group charter. The charter and nomination process were vetted and informed by an Interim Steering Committee (see ISC roster provided as Appendix A).

Planning Group members will be self-nominated by representatives from each of the following interest categories (see Section IV for more details regarding composition):

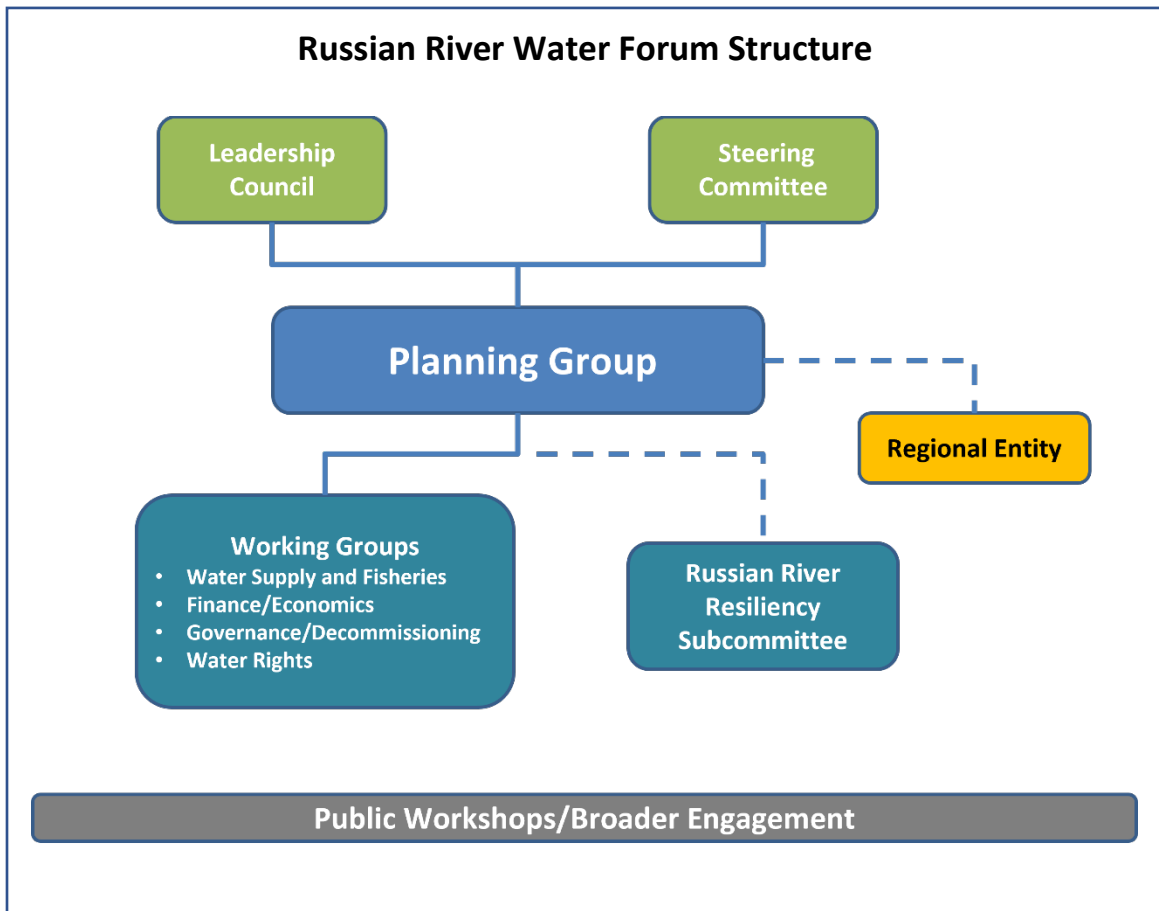
- Tribal governments
- County governments
- Water supplier: Mendocino County
- Water supplier: Sonoma County
- Environmental NGO: Russian River basin
- Environmental NGO: Eel River basin
- Agriculture / RCD: Mendocino County
- Agriculture / RCD: Sonoma County
- Recreation: Russian River basin
- Recreation: Eel River basin
- Commercial Fisheries: Russian and Eel River basins

The Planning Group facilitation team requests that representatives from each interest category hold a caucus meeting and identify their designated Planning Group members and alternates by Wednesday, April 12.

The first Planning Group meeting will be held in May 2023, specific date TBD.

II. Water Forum Structure

The Water Forum structure, shown below, includes the Planning Group, a Steering Committee, four supporting Working Groups, and a Leadership Council. The role of each of these groups is described in the Planning Group charter.



III. Responsibilities and Time Commitment for Planning Group Members

Planning Group members will be expected to provide local knowledge of the Russian River and Eel River basins and the Potter Valley Project (PVP), for informing the Water Forum planning process. Members are also expected to adhere to the guiding principles outlined in the charter, including striving for a high degree of cross-interest involvement and support in identifying potential options and alternatives.

Planning Group members are expected to make a one-year commitment to the group, after which their caucus or government can identify a replacement member if desired.

Specific responsibilities include:

- Meeting attendance (5-10 hours monthly)
 - Attend monthly meetings of the Planning Group, beginning in May 2023. These meetings will be held in-person at a central location. Initial meetings will be 3 to 6 hours.
 - Potentially participate in the Steering Committee, which will provide process guidance to the Water Forum. The Steering Committee will be composed of self-nominated Planning Group members and is expected to meet monthly for 1 to 2 hours.
- Internal coordination and communication (2-4 hours monthly)

- Facilitate discussions within the member’s government/caucus and represent government/caucus interests in Planning Group discussions. Communicate back to government/caucus on Planning Group matters.
- Participate or coordinate representation in the Planning Group Working Groups (4-8 hours monthly for Working Group members)
 - Planning Group members may participate in the Working Groups themselves or may designate representatives with relevant expertise.
 - Working Group meetings are anticipated to begin in May 2023, and will likely meet monthly for 2-3 hours. Working Group members will also have between-meeting assignments.
- Outreach (variable)
 - Conduct outreach to constituent groups to increase awareness of and involvement in the Water Forum.
 - Identify potential speakers to present regional perspectives, recommendations, and commentary at Water Forum public meetings.

IV. Planning Group Composition

The Planning Group will be comprised of representatives from Tribal governments, county governments, and interest group caucuses, with the number of seats specified below. The composition was vetted and broadly supported by the Interim Steering Committee. To ensure representation from as many governments and caucuses as possible at each meeting, each government/caucus will designate an alternate member for each seat.

Russian River Water Forum Planning Group Representation and Seats		
Category	Geography	# Seats
Tribal Governments		
Tribal Representatives	All Tribes in the Eel and Russian River Basins	1 per Tribe
County Governments		
County Representatives	Mendocino, Sonoma, Lake, and Humboldt Counties	1 per County
Interest Group Caucuses		
Water Supplier	Mendocino County	4
Water Supplier	Sonoma County	6
Environmental NGO	Russian River Basin	2
Environmental NGO	Eel River Basin	2
Agriculture / RCD	Mendocino County	2
Agriculture / RCD	Sonoma County	3
Recreation	Russian River Basin	1
Recreation	Eel River Basin	1
Commercial Fisheries	North Coast region	1

IV. Nomination Process Guidance for Caucuses

Representatives from each interest category (not including Tribal or Government, see Section V below) are requested to meet as a caucus to identify their designated lead representatives and alternates for the Planning Group.

The following points of contact will initiate and organize the respective nomination caucusing discussions for each caucus:

Category	Geography	Contact	Email Address
Water Supplier	Mendocino County	Janet Pauli, Inland Water and Power Commission	jpauli@pauliranch.com
Water Supplier	Sonoma County	Mike Thompson, Sonoma Water	michael.thompson@scwa.ca.gov
Environmental NGO	Russian River Basin	Jaime Neary, Russian Riverkeeper	jaime@russianriverkeeper.org
Environmental NGO	Eel River Basin	Charlie Schneider, CalTrout	cschneider@caltrout.org
Agriculture / RCD	Mendocino County	Brandon Axell, Mendocino County Farm Bureau	brandona@beckstoffvineyards.com
Agriculture / RCD	Sonoma County	Dayna Ghirardelli, Sonoma County Farm Bureau	dayna@sonomafb.org
Recreation	Russian River Basin	Bert Whitaker, Sonoma County Parks Dept.	bert.whitaker@sonoma-county.org
Recreation	Eel River Basin	TBD	TBD
Commercial Fisheries	North Coast region	TBD	TBD

Caucus organizers should seek to identify all organizations in their caucus category and schedule a caucus meeting to provide context on the Water Forum process, launch the caucusing process, and identify Planning Group representatives. Shown below is a sample agenda:

1. Overview of the Water Forum
2. Purpose of the Water Forum, Planning Group, and caucus
3. Issues that are likely to come before the caucus
4. Identify Planning Group members to represent the caucus
5. Plans/expectations for future caucus meetings and communications

The Planning Group facilitation team can provide a slide presentation, and a member of the facilitation team can also be available to provide a briefing to caucuses on the Water Forum and Planning Group charge upon request.

Caucus organizers should also consider sharing the following documents and information with their caucuses:

- Water Forum website: russianriverwaterforum.org
- [Planning Group charter](#)
- [Stakeholder assessment findings](#)

Caucuses are encouraged to keep the following considerations in mind when identifying their Planning Group representatives:

- Caucuses are requested to identify a lead member and alternate for each seat.
- Nominees should have the skill and capacity to perform the roles and responsibilities outlined in the charter and should be committed to the Planning Group guiding principles outlined in the Planning Group charter.
- Understanding of the Potter Valley Project and related issues will be helpful but is not essential. It is assumed that Planning Group members will have a range of knowledge and experience and the Planning Group facilitators will work to provide a common base of understanding for the group.
- Caucuses may follow whatever process they deem most effective for identifying nominees, striving for consensus among the caucus members. Kearns & West is available to provide process guidance and advice.
- By April 12, caucus organizers should send the names and contact information of nominated caucus Planning Group members and alternates to the facilitation team.

V. Nomination Process Recommendations for Tribal Governments and County Governments

- Each Tribe and county has a designated seat on the Planning Group and therefore will not need to form caucuses to identify their Planning Group representatives.
- Each Tribe and county government should provide one Planning Group lead nominee and one alternate.
- The considerations for members are the same as those listed for the interest group caucuses in terms of capacity to participate in meetings, experience participating in a collaborative, multi-interest process, commitment to the Planning Group guiding principles, and familiarity with the Potter Valley Project and related issues.

VI. Facilitation Team Contact Information

Planning Group member and alternate nominee names and contact information should be provided to the following members of the Kearns & West facilitation team. The facilitation team is also available to provide support and answer any questions regarding the Planning Group nomination process.

- Henry DeRuff: hderuff@kearnswest.com, (415) 651-2598
- Jim Downing: jdowning@kearnswest.com, (707) 474-8615

Appendix A: Interim Steering Committee Roster

Category	Government or Organization	Member
County representatives	Humboldt County	Hank Seeman, Deputy Director, Environmental Services
County representatives	Lake County	Eddie Crandell, District 3 Supervisor
Tribal representatives	Round Valley Indian Tribes	Randall Britton, Tribal Council President
Tribal representatives	Redwood Valley Rancheria	Matthew Smith, Environmental Director
Water supplier, Mendocino County	Inland Water and Power Commission	Janet Pauli, Chair
Water supplier, Mendocino County	City of Ukiah	Sean White, Director of Water and Sewer
Water supplier, Sonoma County	Sonoma Water	Michael Thompson, Assistant General Manager
Water supplier, Water Contractor	Santa Rosa Water	Jennifer Burke, Director
Environmental NGO	CalTrout	Charlie Schneider, Lost Coast Project Manager
Environmental NGO	Russian Riverkeeper	Jaime Neary, Staff Attorney
Agriculture / RCD	Mendocino County Farm Bureau	Brandon Axell, General Manager, Beckstoffer Vineyards
Agriculture / RCD	Sonoma County Farm Bureau	Dayna Ghirardelli, Executive Director
Recreation	Sonoma County Parks Department	Bert Whitaker, Director