I. Abstract

Work this quarter primarily focused on organizing and delivering the January 24, 2012 Stakeholder Facilitation Training and the January 25, 2012 Texas Watershed Coordinator Roundtable. The planning team also focused on the continued development of the SELECT/LDC Training, Introduction to Modeling training and Water Quality Monitoring Training and established a timeline for each. In addition, early preparations were underway for the July 2012 Roundtable.

II. Overall Progress and Results by Objective and Task

OBJECTIVE 1: PROJECT COORDINATION AND ADMINISTRATION

Task 1.1: Project Oversight – TWRI will provide technical and fiscal oversight of the staff and/or subgrantee(s)/subcontractor(s) to ensure Tasks and Deliverables are acceptable and completed as schedule and within budget. With the TCEQ Project Manager authorization, TWRI may secure the services of subgrantee(s)/subcontractor(s) as necessary for technical support, repairs and training. Project oversight status will be provided to TCEQ with the Quarter Progress Reports (QPRs).

The following actions have been completed during this reporting period:

a. TWRI continually monitors project status and budget to ensure tasks and deliverables are acceptable and completed as schedule and within budget.

33% Complete

Task 1.2: QPRs – Progress will be reported to TCEQ by the 15th of the month following each state fiscal quarter for incorporation into the Grant Reporting and Tracking System (GRTS). The Reports are to include the following: status of deliverables for each task; narrative description in Progress Report format.

The following actions have been completed during this reporting period:

a. TWRI submitted Year 1, Quarter 3 Progress Report on March 15, 2012.

33% Complete
Task 1.3: Reimbursement Forms – Reimbursement forms will be submitted to TCEQ by the last day of the month following each state fiscal quarter. For the last reporting period of the project, Reimbursement Forms are required on a monthly basis.

The following actions have been completed during this reporting period:
   a. The total federal funds expended as of 3/1/2012 were $29,362.

33% Complete

Task 1.4: Contract Communication – TWRI will participate in a post-award orientation meeting with TCEQ within 30 days of contract execution. TWRI will maintain regular telephone and/or email communication with the TCEQ Project Manager regarding the status and progress of the project in regard to any matters that require attention between QPRs. This will include a call or meeting each January, April, July, and October. Minutes recording the important items discussed and decisions made during each call will be attached to each QPR. Matters that must be communicated to the TCEQ Project Manager in the interim between QPRs include:
   - Requests for prior approval of activities or expenditures for which the contract requires advance approval or that are not specifically included in the scope of work
   - Notification in advance when TWRI has scheduled public meetings or events, or other major task activities under this contract

Information regarding events or circumstances that may require changes to the budget, scope of work, or schedule of deliverables; these events or circumstances must be reported within 48 hours of discovery.

The following actions have been completed during this reporting period:
   a. A quarterly conference call was conducted on February 3, 2012 providing an update on project deliverables.
   b. Minutes were emailed to TCEQ project manager on February 7, 2012 and can also be found in Appendix A.

33% Complete

Task 1.5: Annual Report Article – TWRI will provide an article for the Nonpoint Source (NPS) Annual Report upon request by TCEQ. This report is produced annually in accordance with Section 319(h) of the Clean Water Act (CWA), and it is used to report Texas’ progress toward meeting the CWA 319 goals and objectives and toward implementing its strategies as defined in the Texas Nonpoint Source Management Program. The article will include a brief summary of the project and describe the activities of the past fiscal year.

The following actions have been completed during this reporting period:
   a. The Texas Watershed Planning Training article for the NPS Annual Report – along with photos and captions was sent to TCEQ in Quarter 1 (August 10, 2011).

33% Complete

OBJECTIVE 2: MAINTAIN WEB-BASED WATERSHED PLANNING RESOURCES FOR TEXAS WATERSHED COORDINATORS
Task 2.1: Watershed Training Webpage – TWRI will host and maintain an Internet website for information sharing and use by watershed coordinators (http://watershedplanning.tamu.edu).

The following actions have been completed during this reporting period:

a. The Year 1, Quarter 3 Progress Report was posted on the watershed training webpage in the “Projects” section
b. Follow up information from the January 25, 2012 Texas Watershed Coordinator Roundtable was posted on the watershed training webpage this quarter.
   - Information included: agenda; participant list; presentations; videos.

a. There were 265 unique visitors to the webpage during this quarter.

33% Complete

Task 2.2: Maintain Directory of Watershed Resources – TWRI will coordinate with the EFC at Boise State University to maintain the Directory of Watershed Resources with data for Texas-specific funding programs. The Director of Watershed Resources is an on-line, searchable database for watershed restoration funding. The database includes information on federal, state, private, and other funding sources and assistance. This will allow Texas users to query information in a variety of ways including agency sponsor, keyword, or by a detailed search.

The following actions have been completed during this reporting period:

a. TWRI PM will contact new EFC director next quarter.

33% Complete

Task 2.3: Report on the Maintenance of Web-based Watershed Planning Resources for Texas Watershed Coordinators – TWRI will submit a report detailing activities conducted under Task 2 during the current contract.

The following actions have been completed during this reporting period:

a. No activity to report this quarter.

0% Complete

OBJECTIVE 3: CONDUCT WATERSHED PLANNING SHORT COURSE

Task 3.1: Organize and Deliver 3 WPSC Events – TWRI will continue to coordinate and offer WPSC annually. To accomplish this, TWRI with assistance from the Project Team, will identify key speakers for the course, make arrangements for facilities, advertise the WPSC, conduct registration, and facilitate the delivery of three (3) Texas WPSCs to a total of 80-120 water resource professionals in Texas and the surrounding region. Certificates will be provided to participants upon completion of the course. A registration fee of $375 will be charged to WPSC participants. One WPSC Scholarship will be offered per year to assist those who lack funds to attend the WPSC. TWRI will work closely with TCEQ and the Project Team to assess the need for and timing of these short courses to best meets the needs of the state. As needed, travel for speakers will be paid for through project funds.
The following actions have been completed during this reporting period:
   a. The Planning Team and several speakers were contacted and a date was set for the second Texas Watershed Planning Short Course: September 24-28, 2012. The Mayan Dude Ranch has been reserved.
   b. Next quarter will focus on:
      a. Agenda changes/updates
      b. Opening registration
      c. Advertising the short course

33% Complete

**Task 3.2: Administer Questionnaires and Evaluations – TWRI will oversee the administration of questionnaires and evaluations to gauge the knowledge gained and how effective the course was for each course participant. Questionnaires will be administered at the beginning and end of selected short courses to demonstrate the course’s effectiveness and to identify areas needing adjustment. Evaluations will be completed at the end of each short course to receive comments and participant input and also determine watersheds represented and new WPPs initiated by participants at the short course.**

The following actions have been completed during this reporting period:
   b. Questionnaires and evaluations will be updated as needed for the September 2012 short course.

33% Complete

**Task 3.3: Report on Watershed Planning Short Course Task – TWRI will provide a report detailing the WPSC held and associated activities conducted under Task 3.**

The following actions have been completed during this reporting period:
   a. No activity to report this quarter.

0% Complete

**OBJECTIVE 4: PROVIDE PROFESSIONAL DEVELOPMENT TRAINING**

**Task 4.1: Organize and Deliver “Introduction to Modeling” Training – A two-day course will be developed by TWRI and Texas A&M University System personnel in years 1-2 and delivered in subsequent years of the project to provide watershed coordinators with an introduction to watershed modeling. Development is year 1 and 2. Delivery is year 2 and 3. Topics of the course will include (1) purposes and limitations of different models, (2) timelines, (3) data needs (watershed characterization, water quality information), (4) cost estimates, (5) literature values vs. monitoring, (6) Quality Assurance Project Plans (QAPPs), (7) request for bids, (8) presenting models to stakeholders, and (9) contractor interaction with stakeholder groups. The course registration fee is to be determined.**

The following actions have been completed during this reporting period:
a. Upon planning team conference call last quarter, agenda development is underway based on items discussed during call.

b. Tentative dates in January 2013 and August/September 2013 are being set for the first and second training to be held.

c. Draft agenda will continue to be prepared/edited next quarter.

10% Complete

Task 4.2: Organize and Deliver Training on Watershed modeling using LDC and SELECT – LDCs provide a graphical representation of stream flow and pollutant loading whereby real data can be compared to a stream’s maximum allowable load to indicate reductions needed and help identify the type of pollutant load (i.e. point source vs. NPS). SELECT provides a spatially explicit analysis of land use/land cover, animals/humans in watersheds, and other parameters to assess/determine potential sources of bacteria. The models are being used for Total Maximum Daily Load (TMDL) and WPP development. A two-day course will be developed and delivered in subsequent years of the project. A $100 registration fee will be charged for these two-day courses.

The following actions have been completed during this reporting period:

a. After the preliminary planning meeting last quarter with Dr. Karthikeyan, workshop materials were provided and the TWRI training program coordinator will begin website set up as well as prepare/format workshop handbook.

b. Planned workshops are tentatively set for Fall 2012 and Spring 2013. Dates will be set next quarter.

10% Complete

Task 4.3: Organize and Deliver Training on Stakeholder Facilitation – Stakeholder facilitation continues to be identified by watershed coordinators as a training need in Texas. To provide this, TWRI will deliver 2 day-long trainings on stakeholder facilitation. A $30 registration fee will be charged for the stakeholder facilitation programs.

The following actions have been completed during this reporting period:

a. The second Stakeholder Facilitation Training – held in conjunction with the Roundtable – was on January 24, 2012 at the Texas Farm Bureau Conference & Training Center in Waco.

b. There were 28 participants in attendance for the training (see Participant List in Appendix B).

c. TWRI Program Coordinator emailed evaluation summary results and related training materials (per the Schedule of Deliverables) to TCEQ Project Manager on February 7, 2012.

100% Complete

Task 4.4: Organize and Deliver Training on Water Quality Monitoring – Training will be developed by TWRI and others and will cover monitoring for (1) watershed characterization and (2) evaluation of water quality improvements and BMP effectiveness from implementation activities. Topics of the training will include: data quality objectives; identifying available data;
determining data gaps and needs; monitoring plan development to meet data quality objectives and support modeling; selecting monitoring types, locations, equipment and laboratory analysis; obtaining stakeholder input; developing QAPPs for monitoring and acquiring data; and a workshop portion for collaboratively creating monitoring plans. The course(s) will be developed in years 1-2, and a minimum of one course per year will be delivered in subsequent years.

The following actions have been completed during this reporting period:

a. An agenda was emailed to Larry Hauck, Anne McFarland, and Kevin Wagner last quarter for review.
b. Agenda was edited by TWRI Project Manager and will be finalized by Hauck/McFarland early next quarter. Draft can be viewed in Appendix C.
c. Workshop dates are tentatively being planned for July 2012 and July 2013.

15% Complete

Task 4.5: Administer Questionnaires and Evaluations – TWRI will oversee the administration of questionnaires and evaluations to gauge the knowledge gained and how effective the course was for each course participant. Questionnaires will be administered at the beginning and end of each course to demonstrate the course’s effectiveness and to identify areas needing adjustment.

The following actions have been completed during this reporting period:

a. TWRI administered questionnaires and evaluations to Stakeholder Facilitation Training participants on Jan. 24, 2012. TWRI Program Coordinator emailed detailed results to TCEQ Project Manager on February 7, 2012.

25% Complete

Task 4.6: Report on Professional Development Trainings Provided – TWRI will submit a report detailing professional development trainings provided and associated activities conducted under Task 4.

The following actions have been completed during this reporting period:

a. No activity to report this quarter.

0% Complete

OBJECTIVE 5: ORGANIZE AND FACILITATE TEXAS WATERSHED COORDINATOR ROUNDTABLES

Task 5.1: Facilitate Watershed Coordinator Roundtables – TWRI will coordinate with TCEQ, TSSWCB and EPA to organize and facilitate a total of six (6) semi-annual Watershed Coordinator Roundtables. These face-to-face Roundtables will build upon the fundamental knowledge conveyed through the WPSC and establish a continuing dialogue between watershed coordinators in order to facilitate interactive solutions to common issues being faced by watershed coordinators statewide. Periodically, TWRI, in conjunction with TCEQ and the
Project Team will review the continued need for semi-annual Roundtables as well as their specific timing.

The following actions have been completed during this reporting period:

a. The Roundtable was held January 25, 2012 at the Texas Farm Bureau Conference & Training Center in Waco with 67 participants in attendance.
b. Evaluation results were captured through Dr. Jackie Smith’s presentation utilizing the TurningPoint® software. Results were emailed to TCEQ project manager on February 7, 2012. A condensed version of these results can be found in Appendix D.
c. Presentations, videos, and participant list can be found on the project website: http://watershedplanning.tamu.edu/training/
d. Participants and project planning team in attendance chose potential topics, the date and location for the next Roundtable: July 26, 2012 in College Station. Location is to be determined.
e. The agenda will be sent for review and finalized next quarter (Appendix E).

50% Complete

Task 5.2: Administer Evaluations – TWRI will oversee the administration of evaluations to gauge the knowledge gained and how effective the Roundtable was for each participant. Evaluations will be administered at the end of each Roundtable to determine future topics of discussion.

The following actions have been completed during this reporting period:

a. Evaluation results were captured through Dr. Jackie Smith’s presentation utilizing the TurningPoint® software. Results were emailed to TCEQ project manager on February 7, 2012.

50% Complete

Task 5.3: Report on the Texas Watershed Coordinator Roundtables – TWRI will submit a report detailing Texas Watershed Coordinator Roundtable meetings provided and associated activities conducted under Task 5.

The following actions have been completed during this reporting period:

a. No activity to report this quarter.

0% Complete

OBJECTIVE 6: SUBMIT FINAL REPORT

Task 6.1: Draft Report

The following actions have been completed during this reporting period:

a. No activity to report this quarter.

0% Complete

Task 6.2: Final Report
The following actions have been completed during this reporting period:

a. No activity to report this quarter.

0% Complete

III. Related Issues/Current Problems and Favorable of Unusual Developments

- N/A

IV. Projected Work for Next Quarter

- Prepare and advertise the July 26, 2012 Texas Watershed Coordinator Roundtable.
- Begin outline final preparations for the second Texas Watershed Planning Short Course on September 24-28, 2012 at the Mayan Dude Ranch in Bandera.
- TWRI will prepare and submit Year 1, Quarter 4 Progress Report.
- Continue preparations for additional trainings to be offered as part of the project.
Goal: *Update on project deliverables*

**MINUTES**

1. **Overview by Task**

**Task 2:** Maintain Web-based Watershed Planning Resources for Texas Watershed Coordinators
- Continue to maintain and update Texas Watershed Planning website with new trainings
- TWRI will contact new director at the Environmental Finance Center at Boise State University to update broken links in the Directory of Watershed Resources
- TCEQ will also review online directory

**Task 3:** Conduct Watershed Planning Short Course
- The second Short Course is scheduled for September 24-28, 2012
- A planning committee meeting will be set for late February/early March to discuss additional changes to agenda (trimming down number of instructors).
- Goal is to have the agenda finalized May 2012

**Task 4:** Provide Professional Development Training (8 additional trainings)
- Introduction to Modeling training
  - TWRI will set up follow up meeting with R. Srinivasan
  - TWRI will work with Srini to compile planning meeting notes and materials
  - Set up conference call for next planning meeting (include Bill Carter & Arthur Talley)

- Training on Watershed Modeling using LDC and SELECT
• Received materials from Dr. Karthikeyan
• TWRI will work to set up a website for his course and follow up with Dr. Karthi for an agenda outline
• First course: Fall 2012
  Second course: Spring 2013

- Stakeholder Facilitation Training
  • Complete

- Water Quality Monitoring Training
  • Kevin and Larry Hauck met in early January to further edit the course agenda
  • Agenda will be sent to planning team in mid-February for final review
  • First course will be held in conjunction with July 2012 Roundtable

**Task 5: Organize and Facilitation Texas Watershed Coordinator Roundtables**
- Continue to facilitate Roundtables; build on knowledge conveyed at Short Course
  • January 2012 Roundtable was held with 67 in attendance; evaluation results collected and emailed to planning team
  • Next Roundtable scheduled for July 26, 2012 in College Station
  • Planning team was emailed evaluation results and tentative topics to discuss for July

2. **Contract Terms and Conditions**
   
   a. **Contract Period**
      
      Contract ends 8/31/2013
      
      Will work with Kerry and Lauren to submit the project through the RFGA (June); will begin process in March

   b. **Matching funds**
      
      Kevin will send Lauren an email about match and source to share with EPA
## Appendix B: January 2012 Stakeholder Facilitation Training – Participants

<table>
<thead>
<tr>
<th>First</th>
<th>Last</th>
<th>Agency/Organization</th>
<th>Email</th>
<th>Phone</th>
</tr>
</thead>
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<tr>
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<td>210-302-3672</td>
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Appendix C: Water Quality Monitoring Training – Draft Agenda

Fundamentals of Developing a Water Quality Monitoring Plan
November 6-7, 2012

Agenda

Tuesday, November 6
10 a.m. to 5 p.m.

10:00 – 10:30 a.m. Introductions & Workshop Overview ...........................................Larry Hauck, TIAER
Workshop purpose: Provide participants with the tools to develop and implement a monitoring program for watershed characterization and evaluation of water quality improvements and BMP effectiveness from implementation activities.

10:30 – 10:45 a.m. Data Quality Objectives & Project Planning ..................................Allison Woodall, TCEQ
Defining the water quality problem, determining monitoring objectives, and establishing data quality objectives at the outset.

10:45 – 11:15 a.m. Inventorying and Acquiring Existing Resources .......................Allison Woodall, TCEQ
Review 305(b) process & existing monitoring framework
Inventory existing historic monitoring sites & data (TCEQ, USGS, others)
Acquiring existing data

11:15 – 12:15 a.m. Watershed Characterization & Sufficient Data .........................Anne McFarland, TIAER
Review/select experimental/statistical design – reconnaissance/synoptic, plot, single watershed before-after, above-and-below watersheds, paired watersheds, trend stations
Assess ability of existing data to meet objectives & identify data gaps and data needs
Assessing needs of additional sites, samples, and frequency needed

12:15 – 1:15 p.m. Lunch (catered lunch or bring your own)

1:15 – 2:15 p.m. Selecting Monitoring Design .......................................................Larry Hauck, TIAER
Scale – point, plot, field, watershed
Sample type – grab, composite – time or flow weighted, depth integrated, continuous
Variables monitored (cost & cost cutting considerations)
Sample locations, sampling frequency, and monitoring duration
Station types – discharge measurement, water sample collection – grab vs automated, precip Collection & Analysis Methods – collection, preservation, transport, analysis, QA/QC

2:15 – 2:25 p.m. SPOTLIGHT TOPIC: Flow and Surrogates for Flow ....................Tina Hendon, EPA
Discuss flow measurement methods.

2:25 – 2:45 p.m. Break

2:45 – 3:15 p.m. Introduction to Stormwater Sampling ...................................Daren Harmel, USDA-ARS
Understanding the why’s and how’s of stormwater sampling.

3:15 – 3:25 p.m. SPOTLIGHT TOPIC: Distinctions between Loadings and Concentrations ……..Tina Hendon, EPA
Discuss ...

3:25 – 4:00 p.m. Other Considerations & Review Building a Successful Monitoring Plan ......Larry Hauck, TIAER
Monitoring plan development to meet data quality objectives and Support Modeling: equipment; budgets; personnel constraints and available resources; and the importance of project planning.

4:00 – 5:00 p.m. Workshop: Create a Monitoring Plan ...........................................Group
Divide into groups and outline and develop a monitoring plan using National WQ Handbook worksheet.
Wednesday, November 7

8:00 – 9:00 a.m. Workshop Follow Up: Present/Discuss Monitoring Plan

Group Each group presents monitoring plan.

9:00 – 9:30 a.m. Quality Assurance Project Plans

Allison Woodall, TCEQ
Integrating monitoring design into QAPPs & QAPP development tips

9:30 – 9:40 a.m. SPOTLIGHT TOPIC: Bacteria, Nutrients & Diel Dissolved Oxygen

Tina Hendon, EPA
Discuss special considerations for measurement of bacteria, nutrients, and DO.

9:40 – 10:00 a.m. Break

10:00 – 10:15 a.m. Travel to Monitoring Site

10:15 – 12:00 p.m. Monitoring Demonstrations

Csekitz/Harmel/Banks
Jill Csekitz (TCEQ) routine monitoring and grab samples; Daren Harmel (USDA-ARS) stormwater monitoring (ISCO); Ken Banks (City of Denton) multi-probe monitoring, data sondes.

12:00 – 1:00 p.m. Lunch (catered lunch or bring your own)

1:00 – 1:10 p.m. SPOTLIGHT TOPIC: Monitoring Lag-Times

Tina Hendon, EPA
Discuss ...

1:10 – 2:00 a.m. Statistical Tools For Analysis

Anne McFarland, TIAER
Review and demonstrate common statistical analysis for water quality data analysis. Discuss role of statistics in final reporting of data, how they are tied back to overall monitoring objectives, and use for evaluating BMP effectiveness and quantifying load reductions.

2:00 – 2:30 p.m. Uncertainty in Monitoring

Daren Harmel, EPA

2:30 – 2:40 p.m. SPOTLIGHT TOPIC: Biological Indicators

Tina Hendon, EPA
Discuss ...

2:40 – 3:10 p.m. Stakeholder Communications

Larry Hauck, TIAER
Discuss how monitoring folds into watershed based plans and ties back to watershed-based planning efforts.

3:10 – 3:30 p.m. Wrap Up

Larry Hauck, TIAER
Discuss how monitoring folds into watershed based plans and ties back to watershed-based planning efforts.
Appendix D: January 2012 Roundtable Results (condensed)

1. What is your overall satisfaction with this Roundtable?

![Satisfaction Pie Chart]

2. Which Roundtable topic was most valuable to you?

![Topic Value Pie Chart]

3. Were the panel discussions beneficial and would you like to see more in the future?

![Panel Discussion Feedback Pie Chart]
4. Will the information presented at today’s Roundtable assist you moving forward in your watershed?

5. How do you feel about the discussion time during previous (and for future) Roundtables?

6. If you are a member of the Watershed Coordinators List serve, has it been helpful?
Appendix E: July 2012 Roundtable Agenda (draft)

Texas Watershed Coordinator Roundtable
“Partner Programs for Watershed Planning”

July 26, 2012
9:30 a.m. — 3:30 p.m.
Location & Address

9:30 – 9:40 a.m. Welcome & Overview [Kevin Wagner, Texas Water Resources Institute]

9:40 – 10:40 p.m. Continuation from January Roundtable: Panel Discussion on Clean Water Act §319(h) NPS Grant Program Changes & Strategies for Moving Forward [Kevin Wagner, Texas Water Resources Institute]

- Discussion Topics
  - Management Program Revisions/WAP
  - OMB & GAO Study Outcomes
  - EPA R6 Priorities

- Panelists
  - EPA [Henry Brewer, Leslie Rauscher, and Tina Hendon]
  - TCEQ [Kerry Niemann]
  - TSSWCB [Mitch Conine & Aaron Wendt]

10:40 – 11:00 a.m. Networking Break

11:00 – 12:00 p.m. Supplemental Environmental Projects [Becky Combs, TCEQ]

12:00 – 12:45 p.m. Catered working lunch (or bring your own) [RSVP required]

12:45 – 1:30 p.m. Texas Well Owner Network [Kristine Uhlman, Texas AgriLife Extension Service]

1:30 – 2:00 p.m. Texas Stream Team “Data Viewer” Demo [Meredith Miller, Texas Stream Team]

2:00 – 2:20 p.m. Networking Break

2:20 – 3:20 p.m. Houston Land/Water Sustainability Forum [Robert Adair]

3:20 – 3:30 p.m. Wrap-Up [Kevin Wagner, Texas Water Resources Institute]

- Texas Watershed Steward Program Update
- Next Texas Watershed Planning Short Course
- Next Roundtable (January 2013)
- Texas Stream Team Update