

**Delivery of a Watershed Coordinator Development Program**  
**Texas State Soil and Water Conservation Board**  
**Clean Water Act §319(h) Nonpoint Source Grant Program**  
**FY 2013 Workplan 13-04**

Quarter no. 11 From 07/01/16 Through 09/30/16

**I. Abstract**

This quarter has focused on scheduling trainings, conducting the planning, advertising, coordinating speakers and registration for the July Watershed Coordinators Roundtable, Fundamentals of Developing a Water Quality Monitoring Plan, Getting In Step and Stakeholder Facilitation Trainings. Work on updating the website <http://watershedplanning.tamu.edu/> has also continued to occur. Information continues to be posted on the website and through the watershed coordinators listserv. We conducted the Getting In Step and Stakeholder Facilitation Trainings together with Charlie MacPherson and are working on registration for the July Watershed Coordinators Roundtable and Fundamentals of Developing a Water Quality Monitoring Plan. We submitted a budget revision and 6-month extension that was approved extending the project to March 2017.

**II. Overall Progress and Results by Objective and Task**

**TASK 1: PROJECT ADMINISTRATION**

To effectively administer, coordinate and monitor all work performed under this project including technical and financial supervision and preparation of status reports. To maintain web-based watershed planning resources for Texas watershed coordinators.

*Task 1.1: Project Administration –TWRI/IRNR will prepare electronic quarterly progress reports (QPRs) for submission to TSSWCB. QPRs shall document all activities performed within a quarter and shall be submitted by the 15<sup>th</sup> of January, April, July and October. QPRs shall be distributed to all project partners.*

The following actions have been completed during this reporting period:

- a. The QPR for this last quarter was submitted by 07/10/16.

**90% Complete**

*Task 1.2: TWRI/IRNR will perform accounting functions for project funds and along with SRS will submit appropriate Reimbursement Forms to TSSWCB at least quarterly.*

The following actions have been completed during this reporting period:

- a. The contract was signed and the project period began 10/1/13 through 9/30/16.
- b. TWRI/IRNR and SRS will submit the reimbursement forms at the end of this quarter.
- c. We submitted a budget revision and no-cost extension that was approved this quarter extending the project to March 31, 2017.
- d. FSRs show that the project has spent through September 30, 2016 - \$166,007.63 or 76%.

**76% Complete**

*Task 1.3: TWRI will host and maintain an Internet website for information sharing and use by watershed coordinators (<http://watershedplanning.tamu.edu/>). Information presented through the website will include:*

- Project reports
- Short course, workshop, and roundtable agendas and participant lists
- Roundtable presentations generated, and roundtable agendas and summaries
- Schedule of upcoming programs
- Resources for Watershed Planning and Implementation
- Links to other training opportunities
- Links to EPA tools for Watershed Planning

The following actions have been completed during this reporting period:

- a. The Texas Watershed Planning Website can be found at <http://watershedplanning.tamu.edu/>
- b. TWRI has been reviewing and updating links to reports and resources as well as materials on the website.
- c. The Watershed Coordinators Roundtable has been updated with materials on the website.
- d. The trainings have been advertised on the website and through the Watershed Planning listserv.
- e. Press Releases have been developed for the trainings.
- f. The website includes the past QPRs, reports, and training materials
- g. The website includes links to other training opportunities.
- h. The website over this quarter had 656 visits with 453 unique visitors and 1,474 Pageviews.

**90% Complete**

*Task 1.4: TWRI will host coordination meetings or conference calls, at least quarterly, with Project Partners to discuss project activities, project schedule, communication needs, deliverables, and other requirements. TWRI will develop lists of action items needed following each project coordination meeting and distribute to project personnel.*

The following actions have been completed during this reporting period:

- a. TWRI scheduled a Coordination meeting/conference call with project partners on May 26, 2016 where the project schedule, deliverables, and other requirements were discussed. TWRI talked by phone with TSSWCB, TCEQ, and EPA about the timing, training schedule.
- b. The Getting in Step, Stakeholder Facilitation, and Watershed Coordinators Roundtable was also discussed on the February 18, 2016 and May 26, 2016 potential dates were discussed to schedule them.
- c. The schedule of upcoming trainings, location, and advertising was also discussed with the committee and developed.

**90% Complete**

*Task 1.5: TWRI will develop a final report that summarizes activities completed, conclusions reached during the project, and the extent to which project goals and measures of success have been achieved.*

The following actions have been completed during this reporting period:

- a. TWRI has started analyzing the data from evaluations and drafting sections of the final report.

**10% Complete**

## **TASK 2: Professional Training, Roundtable, and Watershed Planning Short Course Coordination**

Provide training, coordination, and professional development for watershed planners and coordinators throughout Texas and across the nation to ensure consistent, high quality WPPs are developed, implemented, and water quality improvements are achieved and sustained.

*Subtask 2.1 TWRI will coordinate with Texas A&M University faculty, Tetra Tech staff, and others to provide professional development and training for water resource professionals and watershed coordinators in Texas. Over the project duration, a minimum of ten professional training programs are planned on watershed modeling, stakeholder facilitation, watershed outreach, and other tools for watershed plan development and implementation (i.e. 3-4 trainings/year). It is expected that each course will provide training for at least 15-20 water resource professionals for a total of 150-200 participants. As possible, these will be held in conjunction with the Watershed Coordinator Roundtables described below. A minimum of 1 of each of the following training programs will be delivered:*

- *Introduction to Modeling – 1 event*
- *Watershed modeling using LDC (Load Duration Curves) and SELECT (Spatially Explicit Load Enrichment Calculation Tool) – 1 event*
- *Stakeholder facilitation – 2 events*
- *Watershed outreach using “Getting in Step” – 1 event*
- *Practical Environmental Statistics – 1 event*
- *Fundamentals of Developing a Water Quality Monitoring Plan – 2 events*
- *Social Marketing Training – 2 events*

*As funding allows, TWRI will work closely with TSSWCB and the Project Team, to ensure that the most appropriate and needed trainings are offered for a second time that best meet the needs of the State and the watershed coordinators. Additional trainings will be considered based on a Project Team and Coordinator recommendations.*

The following actions have been completed during this reporting period:

- a. TWRI coordinated the July 12, 2016 Watershed Coordinators Roundtable held in Waco and registration included 68 attendees.
- b. TWRI had enough remaining funds to do a second Getting in Step Training in conjunction with the Stakeholder Facilitation training that occurred in June 13 and 14 in Dallas.
- c. TWRI coordinated, advertised and conducted registration for the 2<sup>nd</sup> Fundamentals of Developing a Water Quality Monitoring Plan held in Austin on July 28-29, 2016 at TCEQ.

### **100% Complete**

*Subtask 2.2 TWRI will continue to coordinate with the TSSWCB, TCEQ, 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 the Project Team will review the continued need for semi-annual Roundtables as well as their specific timing. As such, these Roundtables are tentatively planned to be held in January and July at various locations around the state.*

The following actions have been completed during this reporting period:

- a. TWRI has scheduled worked on the advertising materials to start RSVP for the July 13, 2016 Watershed Coordinators Roundtable Event in Waco at the Texas Farm Bureau Convention Center.
- b. TWRI is coordinating the event and speakers at the Texas Watershed Coordinator Roundtable in Waco on July 13, 2016.
- c. TWRI coordinated the July 13, 2016 Watershed Coordinators Roundtable held in Waco and registration included 68 attendees. The Agenda included presentations and panels on Texas Water Quality Standards and RUAA Update, New 303(d) Vision, Galveston Bay Comprehensive Conservation Management Plan Revision, Texas Forest Service Landowner Tool, NPS Grant Program Panel, Quantitative Microbial Risk Assessment, and Upcoming Trainings.

**90% Complete**

*Subtask 2.3 TWRI will continue to coordinate and offer Watershed Planning Short Courses (WPSC). 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 a minimum of one Texas WPSC to water resource professionals in Texas, as well as other states. The WPSC agenda and speakers will be modified to better meet the needs of watershed coordinators based on the past course evaluation results (See Subtask 2.4).*

The following actions have been completed during this reporting period:

- a. The second Short Course was conducted on October 19-22, 2015 for 24 attendees and 10 instructors.

**100% Complete**

*Subtask 2.4 TWRI will oversee the administration of evaluations to gauge the knowledge gained, how effective the program was for each participant, and get input on future programs.*

The following actions have been completed during this reporting period:

- a. Evaluations were conducted and compiled for the January Watershed Coordinator Roundtable on January 11, 2016.
- b. Evaluations were updated, conducted and compiled for the Getting In Step and Stakeholder Facilitation Trainings on June 13-14, 2016.
- c. Evaluations were conducted for July 13, 2016 Texas Coordinators Roundtable.
- d. Evaluations were conducted for the July 28-29 Fundamentals of Developing a Water Quality Monitoring Plan Course.

**95% Complete**

Expected Work for the Next Quarter:

- TWRI will work with TSSWCB and the planning team to coordinate and conduct the next watershed coordinators roundtable in January 2017.
- TWRI will continue to update the website with relevant materials, trainings, and links.
- TWRI will continue to develop the Draft Final Report.
- TWRI will advertise upcoming scheduled trainings and conduct registration for them all.

Appendices: Trainings/Meeting Schedule  
 Roundtable Agendas  
 Roundtable Participants  
 Fundamentals of Developing a Water Quality Monitoring Plan

Tentative Schedule of Trainings

<b>Workshop</b>	<b>Instructor</b>	<b>Workshop Date</b>	<b>Days</b>	<b>Location</b>	<b>Notes</b>
<b>Short Course</b>	multiple	October 19-23 2015	4	Bandera	Complete
<b>Texas Watershed Coordinator Roundtable</b>	n/a	3/17/2014	1	Temple	Complete
<b>Texas Watershed Coordinator Roundtable</b>	n/a	7/31/2014	1	Waco	Complete
<b>Texas Watershed Coordinator Roundtable</b>	n/a	1/22/2015	1	San Antonio	Complete
<b>Texas Watershed Coordinator Roundtable</b>	n/a	8/12/2015	1	San Marcos	Complete
<b>Texas Watershed Coordinator Roundtable</b>	n/a	01/11/2016	1	College Station	Complete
<b>Texas Watershed Coordinator Roundtable</b>	n/a	07/13/2016	1	College Station	Complete
<b>Texas Watershed Coordinator Roundtable</b>	n/a	01/01/2017	1	Dallas	Planning
<b>Intro Modeling Training</b>	Srini	7/8/2015	1	Austin	Complete
<b>LDC/SELECT Model Training</b>	Karthi	2/27/2014	2		Complete
<b>Getting in Step Training</b>	MacPherson	9/29/2014	1	Austin	Complete
<b>Getting in Step Training</b>	MacPherson	06/13/2016	1	Dallas	Complete
<b>Stakeholder Facilitation</b>	MacPherson	9/30/2014	1	Austin	Complete
<b>Stakeholder Facilitation</b>		06/14/2016	1	Dallas	Complete
<b>Social Marketing Training</b>	Hays	6/18/2014	2	College Station	Complete
<b>Social Marketing Training</b>	Hays	10/28/2014	2	Houston	Complete
<b>Applied Environmental Statistics</b>	Practical Stats	8/25/2014	5	College Station	Complete
<b>Fundamentals of WQ Monitoring</b>	Hauck	8/6-7/2015	2	Temple	Complete
<b>Fundamentals of WQ Monitoring</b>	Hauck	7/28-29/2016	2	Austin	Planning
<b>Kickoff Meeting w/ TSSWCB</b>	n/a	1/21/2014		College Station	Complete
<b>Quarterly Coord. Meeting</b>	n/a	2/19/2014		Conference Call	Complete

<b>Quarterly Coord. Meeting</b>	n/a	5/20/2014		Conference Call	Complete
<b>Quarterly Coord. Meeting</b>	n/a	9/3/2014		Conference Call	Complete
<b>Quarterly Coord. Meeting</b>	n/a	11/13/2014		Conference Call	Complete
<b>Quarterly Coord. Meeting</b>	n/a	02/24/15		Conference Call	Postponed/Complete
<b>Quarterly Coord. Meeting</b>	n/a	5/11/2015		Conference Call	Complete
<b>Quarterly Coord. Meeting</b>	n/a	9/15/15		Conference Call	Complete
<b>Quarterly Coord. Meeting</b>	n/a	11/05/2015		Conference Call	Complete
<b>Quarterly Coord. Meeting</b>	n/a	02/18/2016		Conference Call	Complete
<b>Quarterly Coord. Meeting</b>	n/a	05/26/2016		Conference Call	Complete
<b>Quarterly Coord. Meeting</b>	n/a	Aug-16			
<b>Quarterly Coord. Meeting</b>	n/a	Nov-2016			
<b>Quarterly Coord. Meeting</b>	n/a	Feb-17			

Roundtable Agendas

**Texas Watershed Coordinator Roundtable**

**July 13, 2016**  
**9:30 a.m. — 3:30 p.m.**

*Texas Farm Bureau Conference Center*  
*7420 Fish Pond Rd., Waco, TX*

9:30 – 9:45 a.m.	Welcome & Introductions	Dr. Gregory, TWRI
9:45 – 10:45 a.m.	Texas Water Quality Standards & RUAA Update	Joe Martin, TCEQ
10:45 – 11:00 a.m.	Break	
11:00 – 11:30 a.m.	New 303(d) Vision	Chris Loft, TCEQ
11:30 – 12:00 p.m.	Water Quality Standards and TMDL Panel <ul style="list-style-type: none"><li>• Joe Martin, TCEQ Water Quality Standards</li><li>• Chris Loft, TCEQ TMDL</li><li>• Miranda Hodgkiss, EPA TMDL</li></ul>	Dr. Gregory, TWRI
12:00 – 12:45 p.m.	Catered networking lunch (or bring your own) [RSVP required]	
12:45– 1:30 p.m.	Galveston Bay Comprehensive Conservation Management Plan Revision	Dr. Bernhardt, GBEP
1:30 – 2:00 p.m.	Texas Forest Service Landowner Tool	Hughes Simpson, TFS
2:00 – 2:15 p.m.	Break	
2:15 – 3:00 p.m.	Clean Water Act §319(h) NPS Grant Program Panel <ul style="list-style-type: none"><li>• Henry Brewer, EPA Project Manager for TSSWCB NPS Program</li><li>• Anthony Suttice, EPA Project Manager for TCEQ NPS Program</li><li>• Mike Bira, EPA Program Manager for TSSWCB NPS Program</li><li>• Randy Rush, EPA Program Manager for TCEQ NPS Program</li><li>• Kyle Girten, NPS Program Coordinator for Texas Commission on Environmental Quality</li><li>• TJ Helton, NPS Program Coordinator for Texas State Soil and Water Conservation Board</li></ul>	Nikki Dictson
3:00 – 3:20 p.m.	Quantitative Microbial Risk Assessment	Anna Gitter, TWRI
3:20 – 3:30 p.m.	Wrap-Up	Nikki Dictson, TWRI

- Upcoming Trainings
- Next Roundtable

## Stakeholder Facilitation - Working with Stakeholders to Move the Process Forward

### **Building Blocks for Effective Education and Outreach**

By following six simple steps, you can conduct effective outreach. From identifying outreach and education goals to evaluating success, participants will learn about each of the six steps and how they build on each other.

### **What It Takes to Change Behavior**

Instead of selling products or services, social marketing sells ideas, attitudes, and behaviors. In this session, participants will learn how to incorporate social marketing techniques into an outreach program to generate behavior changes. In addition, participants will learn, through a group exercise, how to identify and overcome barriers to behavior change.

### **Evaluating Your Outreach Effort**

Continuously evaluating your outreach program will help ensure that your goals will be met. Learn how to build in evaluation during the six steps of outreach.

### **Working with the News Media**

Learn how to effectively work with the media to get your message out.

### **Creating Eye-Catching Outreach Materials**

Receive tips on how to create attractive outreach materials. Examples of outreach materials from around the country will also be highlighted. Finally, through a group exercise, participants will evaluate sample outreach materials by using what they've learned in the workshop.

### **Adjourn**

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**AGENDA**

June 13, 2016  
Texas A&M AgriLife  
Research and Extension  
Center - Dallas  
17360 Coit Rd  
Dallas, TX 75252  
9:00 AM – 4:00  
PM  
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# Stakeholder Facilitation - Working with Stakeholders to Move the Process Forward

Introductions, course objectives and expectations

## Part 1: Setting Up for Success

- Context/driving forces
- Stakeholder analysis
- Roles and responsibilities
- Organizational structures
- Decision-making methods

## Part 2: Getting Stakeholders to the Table

- Concerns/needs
- Matching needs to goals
- Encouraging participation

## Part 3: Facilitation 101

- Elements of effective meetings
- Making decisions
- Building an agreement
- Diffusing/resolving conflict

## Part 4: Keeping the Ball Rolling

- Motivating existing members
- Bringing in new members

Adjourn

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**AGENDA**

**June 14, 2016**

Texas A&M AgriLife  
Research and Extension  
Center - Dallas  
17360 Coit Rd  
Dallas, TX 75252

**9:00 AM – 4:00 PM**

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## Fundamentals of Developing a Water Quality Monitoring Plan

July 28-29, 2016

TCEQ Building A, Room 173, Austin

### Agenda

**Thursday, July 28**

**9:00 a.m. to 5 p.m.**

- 9:00 – 9:30 a.m. **Introductions & Workshop Overview**.....*Larry Hauck, TIAER*  
*Group introductions and 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. Brief watershed overview of case studies presented throughout the day.*
- 9:30 – 10:00 a.m. **Data Quality Objectives & Project Planning**.....*Jessica Urankin, TCEQ*  
*Defining the water quality problem, determining monitoring objectives, and establishing data quality objectives at the outset. Long term data needs of the watershed; analytical framework to determine loadings in a watershed protection plan; routine monitoring vs. BMP evaluation (Elements H and I)*
- 10:00 – 10:15 a.m. **Case Study: Introduction** ..... *Kevin Wagner, TWRJ*
- 10:15 – 10:30 a.m. **Break**
- 10:30 – 11:00 a.m. **Inventorizing and Acquiring Existing Resources**.....*TBD*  
*Review 303(b) process & existing monitoring framework*  
*Inventory existing/historic monitoring sites & data (TCEQ, USGS, others); Acquiring existing data*
- 11:00 – 11:45 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, multiple watersheds, trend stations*  
*Assess ability of existing data to meet objectives & identify data gaps and data needs*  
*Assessing # of additional sites, samples, and frequency needed*
- 11:45 – 12:00 p.m. **Case Study: Defining the problem, monitoring objectives, and data quality Inventorizing and acquiring existing data, selecting experimental design, and assessing data sufficiency and data gaps.**
- 12:00 – 1:00 p.m. **Lunch** (*catered lunch or bring your own*)
- 1:00 – 1:30 p.m. **Quality Assurance Project Plans**.....*Jessica Urankin, TCEQ*  
*Integrating monitoring design into QAPPs & QAPP development tips; session will also review different QAPP types and templates.*
- 1:30 – 2:45 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*  
*Routine monitoring vs. BMP evaluation; flow and surrogates for flow*  
*National Water Quality Monitoring Handbook*
- 2:45 – 3:00 p.m. **Break**
- 3:00 – 3:30 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.*

- 3:30 – 4:00 p.m. **Case Study: Selecting Monitoring Design** ..... Kevin Wagner, TWRI
- 4:00 – 5:00 p.m. **Workshop: Create a Monitoring Plan** ..... Group  
*Divide into six groups and outline and develop a monitoring plan using National WQ Handbook worksheet. (watershed assessment; effectiveness monitoring (watershed scale; BMPs))*  
*\*EPA QA Training*

**Friday, July 19**

**8:30 a.m. to 3:30 p.m.**

- 8:30 – 9:30 a.m. **Workshop Follow Up: Present/Discuss Monitoring Plan** ..... Group  
*Each group presents monitoring plan (10 minutes per group).*
- 9:30 – 10:00 a.m. **Introduction to Stormwater Sampling** ..... Daren Harmel, USDA-ARS  
*Understanding the why's and how's of stormwater sampling*
- 10:00 – 10:15 a.m. **Break & Travel to Monitoring Site**
- 10:15 – 12:00 p.m. **Monitoring Demonstrations** ..... TBD /Harmel/Walker  
*- TBD (TCEQ) - routine monitoring*  
*- Daren Harmel (USDA-ARS) - stormwater monitoring (ISCO)*  
*- Jenna Walker (Texas Stream Team) - volunteer monitoring*  
*\*30 minutes per station*
- 12:00 – 1:00 p.m. **Travel to Workshop Location & Lunch** *(catered lunch or bring your own)*
- 1:00 – 2:00 p.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, USDA-ARS
- 2:30 – 3:00 p.m. **Stakeholder Communications** ..... Larry Hauck, TIAER  
*Determining BMPs; incorporating analysis of sampling uncertainty and translating both to stakeholders; getting information up front.*  
*\*include list of contacts for regional offices; RRC, etc. (who to contact for complaints)*
- 3:00 – 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.*