

Tulare Kern Funding Area
 Integrated Regional Water Management (IRWM)
 Disadvantaged Community Involvement Program (DACIP)
 Project Advisory Committee (PAC)
 April 19, 2018, 1-4pm
 Location: Tulare County Board of Supervisors Chambers
 2800 W. Burrel Avenue, Visalia, CA 93291

AGENDA

Meeting Objectives:

- Convene the PAC
- Affirm PAC Charter
- Discuss initial DAC engagement and assessment needs.

Time	Item	Materials
1:00-1:15pm	Welcome, Introductions & Agenda Review <ul style="list-style-type: none"> • Opening Remarks • PAC and Project Team Introductions 	<ul style="list-style-type: none"> • Sign-in Sheet • Agenda
1:15-1:50pm	Disadvantage Community Involvement Program (DACIP) Overview <ul style="list-style-type: none"> • Program Overview • Project Advisory Committee (PAC) Purpose and Vision • PAC Project Activities and Milestones • Open Discussion 	<ul style="list-style-type: none"> • PowerPoint Presentation
1:50-3:20pm	PAC Charter Discussion and Acceptance <ul style="list-style-type: none"> • Overview of PAC comments on charter document • Consensus-seeking discussion to adopt PAC charter 	<ul style="list-style-type: none"> • Draft Charter Document
3:20-3:50pm	DAC Engagement Program and Needs Assessment Goals <ul style="list-style-type: none"> • Preliminary discussion exploring DACIP and Needs Assessment goals 	<ul style="list-style-type: none"> • Scope from DWR Agreement
3:50-4:00pm	Next Steps and Closing <ul style="list-style-type: none"> • Action items and next steps • Closing comments • Confirm meeting schedule 	

Disadvantaged Communities Improvement Program/Project Advisory Committee 2018 Updated Meeting Schedule and Framework

DACIP	Project Advisory Committee
<p>February – April 2018 Execute Agreement with DWR Form Project Advisory Committee (PAC) Plan PAC Kickoff Meeting Distribute Materials</p>	<p>April 2018 Program Kickoff Program Overview Charter Discussion and Finalization DAC Engagement Program and Needs Assessment Discussion</p>
<p>April – July 2018 Prepare Draft Needs Assessment Scope/Proposal Prepare Draft DAC Engagement and Education Program Scope/Proposal Circulate Draft Proposals to PAC for review Conduct interim workshop to review scope/proposal documents, if necessary</p>	<p>June 2018 Review of Draft Needs Assessment Proposal (recommendation for approval) PAC to provide recommendations to County on final Needs Assessment Scope (accept proposal as is, accept with some modifications, or need to re-write)</p>
<p>July – December 2018 Needs Assessment:</p> <ul style="list-style-type: none"> • Review database structure • Collect data • Coordinate with Agencies regarding data sharing • Prepare Preliminary Needs Assessment <p>DAC Engagement & Education Program:</p> <ul style="list-style-type: none"> • Evaluate present circumstances of DACs in the TKFA (review IRWMPs, outreach to DACs, etc.) • Prepare Present Circumstances and Recommended Actions Report • Conduct DAC EE activities • Assist with Needs Assessment data verification <p>Project Development:</p> <ul style="list-style-type: none"> • Prepare Draft Project Development Guidelines and Criteria for discussion 	<p>July-August 2018 Review of Draft DAC Engagement and Education Program Proposal (recommendation for approval) PAC to provide recommendations to County on final DAC Engagement Scope and Guidelines (accept proposal as is, accept with some modifications, or need to re-write)</p>
	<p>September-November 2018 Review DAC Engagement, Present Circumstances and Recommended Actions Report PAC to consider recommendations from the Report and make a recommendation to the County of activities to be conducted under the DAC Engagement and Education (EE) Program</p>
	<p>December 2018 Review Preliminary Needs Assessment PAC to provide recommendations to the County to accept Preliminary Needs Assessment Discuss Project Development Guidelines and Criteria Review draft Project Development Guidelines and Criteria PAC to recommend acceptance of Project Development Guidelines and Criteria Determine approach to solicit projects (may vary by IRWM; all must meet defined criteria)</p>

<p>January – March 2019 Continue work on DAC EE and Needs Assessment</p>	<p>March 2019 Review projects recommended by each IRWM PAC to provide recommendations to the County for selected Projects Discuss consultant identification and/or selection for Projects</p>
<p>April - December 2019 Continue work on DAC EE and Needs Assessment</p> <p>Conduct Project Development Activities</p>	<p>June 2019 TBD Project updates</p>
	<p>September 2019 TBD Project updates</p>
	<p>December 2019 TBD Project updates</p>
<p>January – March 2020 Finalize DAC EE Program Efforts and Prepare Final Deliverables</p> <p>Continue work on Needs Assessment</p> <p>Continue Project Development Activities</p> <p>Work on drafting Final Report</p>	<p>March 2020 Review DAC Engagement and Education Program Deliverables PAC to provide recommendations to the County to accept DAC Engagement and Education Program Deliverables</p>
<p>April - June 2020 Prepare Final Needs Assessment</p> <p>Continue Project Development Activities</p> <p>Continue Drafting Final Report</p>	<p>June 2020 Review Final Needs Assessment PAC to provide recommendations to the County to accept Final Needs Assessment</p>
<p>July - August 2020 Finalize Project Development Activities and prepare summary reports</p> <p>Continue Drafting Final Report</p>	<p>September 2020 Review Project Development deliverables PAC to provide recommendations to the County to accept the final deliverables for the Project Development</p>
<p>September 2020 – January 2021 Complete Final Report</p> <p>Project Closeout Activities</p>	<p>January 2021 Review Final Report PAC to provide recommendation to the County to accept Final Report and submit to DWR Project Closeout</p>

Note: Dates presented are approximate and may change throughout the project.