

Tulare Kern Funding Area  
 Integrated Regional Water Management (IRWM)  
 Disadvantaged Community Involvement Program (DACIP)  
 Project Advisory Committee (PAC)  
 October 18, 2018, 9am-12pm  
 Location: Provost & Pritchard, 130 N. Garden Street, Visalia, CA

**NOTICE TO THE PUBLIC  
 PUBLIC COMMENT PERIOD**

At this time, members of the public may comment on any item not appearing on the agenda. Under state law, matters presented under this item cannot be discussed or acted upon by the PAC at this time. For items appearing on the agenda, the public is invited to make comments at the time the item comes up for the PAC's consideration. Any person addressing the PAC will be limited to a maximum of three (3) minutes so that all interested parties have an opportunity to speak. At all times, please use the microphone and state your name and address for the record.

AGENDA<sup>1</sup>

**Meeting Objectives:**

- Discuss communication with tribal representatives.
- Develop recommendations to County on DAC Engagement, Present Circumstances, and Recommended Actions Report.
- Provide updates on Needs Assessment activities

Time	Item	Materials
9:00-9:15 am	<b>Welcome, Introductions &amp; Agenda Review</b> <ul style="list-style-type: none"> <li>• Opening Remarks</li> <li>• PAC and Project Team Introductions</li> </ul>	<ul style="list-style-type: none"> <li>• Sign-in Sheet</li> <li>• Agenda</li> </ul>
	<b>Public Comment</b>	
9:15-9:20 am	<b>Nomination of New PAC Member: DAC Member for Kern IRWM</b> <ul style="list-style-type: none"> <li>• Affirm Members Nominated by the Kern IRWM</li> </ul> <p><i>PAC Action: The PAC shall move to affirm members nominated by the Kern IRWM</i></p>	<ul style="list-style-type: none"> <li>• N/A</li> </ul>
9:20-10:20 am	<b>Review of DAC Engagement, Present Circumstances, and Recommended Actions Report</b> <ul style="list-style-type: none"> <li>• Overview of Present Circumstances and Recommended Actions Report</li> <li>• Questions and Answers</li> </ul>	<ul style="list-style-type: none"> <li>• Draft DAC Engagement, Present Circumstances, and</li> </ul>

<sup>1</sup>*If you require Spanish translation of meeting materials or Spanish interpretation at the meeting, please contact Julieta Martinez, Chief of Staff for the Board of Supervisors at (559) 636-5041 or [JMartinez2@co.tulare.ca.us](mailto:JMartinez2@co.tulare.ca.us). Translation must be requested at least 48 hours prior to the meeting.*

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Time	Item	Materials
	<ul style="list-style-type: none"> <li>● Input Needed from PAC</li> <li>● Open Discussion</li> <li>● Public Comment</li> </ul> <p><i>PAC Action: Consider recommendations from Report and make a recommendation to the County of activities to be conducted under the DAC Engagement and Education (EE) Program.</i></p>	Recommended Actions Report
10:20-11:15 am	<p><b>Update on Needs Assessment</b></p> <ul style="list-style-type: none"> <li>● Review of Project Schedule</li> <li>● Overview of Needs Assessment Activities to Date</li> <li>● Questions and Answers</li> <li>● Input needed from PAC</li> <li>● Open Discussion</li> <li>● Public Comment</li> </ul>	<ul style="list-style-type: none"> <li>● Updated schedule incorporating DAC Engagement and Education activities</li> </ul>
11:15-11:45 am	<p><b>Update on PAC Roster and membership</b></p> <ul style="list-style-type: none"> <li>● Discuss communication process and identification of Tribal Representative for the PAC</li> <li>● Open Discussion</li> <li>● Public Comment</li> </ul> <p><i>PAC Action: Recommendation on next steps, if any.</i></p>	<ul style="list-style-type: none"> <li>● Draft invitation letter</li> </ul>
11:45 am–12:00 pm	<b>Next Steps and Closing</b>	

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

DACIP	Project Advisory Committee
<b>February – April 2018</b> Execute Agreement with DWR Form Project Advisory Committee (PAC) Plan PAC Kickoff Meeting Distribute Materials	<b>April 2018</b> Program Kickoff Program Overview Charter Discussion and Finalization DAC Engagement Program and Needs Assessment Discussion
<b>April – July 2018</b> 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	<b>May 2018</b> Discuss components of the Needs Assessment Proposal
	<b>June 2018</b> 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)
<b>July 2018– January 2019</b> Needs Assessment: <ul style="list-style-type: none"> <li>• Review database structure</li> <li>• Collect data</li> <li>• Coordinate with Agencies regarding data sharing</li> <li>• Prepare Preliminary Needs Assessment</li> </ul> DAC Engagement & Education Program: <ul style="list-style-type: none"> <li>• Evaluate present circumstances of DACs in the TKFA (review IRWMPs, outreach to DACs, etc.)</li> <li>• Prepare Present Circumstances and Recommended Actions Report</li> <li>• Conduct DAC EE activities</li> <li>• Assist with Needs Assessment data verification</li> </ul> Project Development: <ul style="list-style-type: none"> <li>• Prepare Draft Project Development Guidelines and Criteria for discussion</li> </ul>	<b>July-August 2018</b> <b>PAC Meeting August 30, 2018, 9am-12pm Tulare County BOS</b>  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) Needs Assessment Updates
	<b>September-November 2018</b> <b>PAC Meeting October 18, 2018, 9am-12pm, Location: Provost &amp; Pritchard, 130 N. Garden St, Visalia.</b>  Needs Assessment Update 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
	<b>January 2019</b> <b>PAC Meeting January 17, 2019, 9am-12pm, Location: Provost &amp; Pritchard, 130 N. Garden St, Visalia.</b>  Review Preliminary Needs Assessment

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

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DACIP	Project Advisory Committee
September 2020 – January 2021 Complete Final Report  Project Closeout Activities	January 2021 Review Final Report PAC to provide recommendation to the County to accept Final Report and submit to DWR Project Closeout

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

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