

Idaho Washington Aquifer Collaborative (IWAC)

Organizing Agreements and Background

Draft 12/11/12

IWAC PURPOSE

The purpose of the Idaho Washington Aquifer Collaborative (IWAC) is to work together to maintain and/or enhance water quality and quantity for present and future generations by developing management strategies which benefit the region. IWAC will initiate regional dialogues and studies that result in recommendations for policy directions and shared stewardship of the Rathdrum Prairie Spokane Valley Aquifer and the Spokane River, in a collaborative manner.

IWAC GOALS

The objective of developing management strategies is to address regional water supply and demand needs over the next 50 to 100 years. The specific goals of IWAC are organized within the categories of organization, water quantity, conservation, water quality, and public awareness and education.

IWAC Organizational Goals

1. Establish a working relationship between Idaho and Washington water entities
2. Agree upon IWAC goals (outcomes & products) and interim objectives
3. Establish common objectives regarding water use
4. Create a IWAC 'Statement of Purpose'
5. Determine and create an organizational structure
6. Establish sustainable funding and an administrative mechanism
7. Pursue funding to implement goals
8. Coordinate a regional wellhead protection, education and outreach program
9. Ensure IWAC conclusions/recommendations are credible
10. Encourage adaptive management
11. Stay abreast of technological advances, public understanding and perception
12. Maintain organizational documents (i.e., Meeting Minutes, By-Laws, Goals, Projects, Studies... and A Table of Consensus and Non-Consensus Determinations by IWAC to
 - a. Provide a 'running tally' of aquifer related issues in which IWAC has achieved consensus or non-consensus; an 'at a glance' scorecard
 - b. Inform intermittent participants such as ad hoc 'Resource Network' entities.

Water Quantity Goals

1. Develop a BiState Aquifer (baseline) Status Document
 - a. Validate objectively determined and scientifically supportable data on the quantity of the aquifer water system
 - b. Perform a review and seek concurrence on the results of the recent water demand forecasts for both Idaho and Washington
 - c. Seek understanding of why the Spokane River in-stream flow has declined from historic levels as measured at the Monroe St. Gauge
 - d. Understand the seasonal impact of water use
2. Determine a fair and equitable method to allocate water withdrawals of the aquifer by municipal purveyors for the present and future
 - a. Municipal water purveyors conduct a study to look at reasonably anticipated future needs. The four fundamental components of the study would include:
 1. Service Area (including projected future service area)
 2. Planning Horizon for present and future
 3. Population projections within the planning horizon
 4. Water demand projections within the planning horizon
 - b. Set the same measuring tools for each purveyor.
 - c. A strategy for handling water shortages (physical and/or legal)
 - i. Infrastructure interties for lost pump or well off-line
 - ii. Resource shortage- climate trends
 - iii. Legal – in stream flow & water rights
3. Develop appropriate management strategies for maintaining/enhancing in-stream flows in the Spokane River, in the event of the removal of discharges from the river.

Water Conservation Goals

1. Promote regional water conservation.
 - a. Municipal purveyors and partner organizations develop a comprehensive regional conservation strategy
 - b. Work in concert on implementation within respective service areas.
 - c. Develop recommendations for regional conservation efforts that includes a menu of suggestions that local jurisdictions may choose from to adopt into their own conservation plans. May include model ordinances/resolutions or sample copies of ordinances and/or resolutions from different jurisdictions.

Water Quality Goals

1. Promote water quality.
 - a. Identify future impacts on water quality as the area population grows, and commercial and industrial uses diversify in our area.
 - b. Identify how water purveyors and partner organizations can have a positive effect on water quality in ground water and the Spokane River.

Public Awareness and Education

1. Develop a coordinated Public Awareness and Education Campaign for the aquifer system (aquifer and river) to include, but not limited to:
 - a. Identify partners for outreach and audiences,
 - b. Address non-point source impact on water quality
 - c. Materials, outreach and delivery strategies for water quantity, water quality and conservation goals
2. Provide accountability for IWAC actions via an annual summary report highlighting:
 - a. the previous year's goals
 - b. accomplishments and how the goals were met
 - c. challenges and what changes are being implemented to achieve any unmet goals
 - d. areas of consensus and non-consensus
 - e. distribute this information to the region's interested parties (e.g., respective agencies, citizens, universities, policy makers, and etc.)

BACKGROUND

Numerous organizations and projects have worked over time to understand and protect the Rathdrum Prairie Spokane Valley Aquifer. These initiatives laid the groundwork for the formation of the IWAC and are recognized here for their work to protect the Aquifer system and create a regional dialogue. Some of these organizations and initiatives are highlighted below. This is not intended to be a comprehensive list and other initiatives and organizations may be included in future drafts.

IDAHO COMPREHENSIVE AQUIFER MANAGEMENT PLAN

The Idaho Water Resource Board sponsored a comprehensive aquifer management plan (CAMP) for the Rathdrum Prairie Aquifer (RP-CAMP). The plan, a 50 year future projection, was generated by an advisory committee comprised of local citizens over the course of a year beginning in December 2009. The RP-CAMP identified several objectives and specified goals to meet those objectives. One of the objectives was towards preventing future conflict and a specific goal was the formation of a bi-state organization working towards a regional aquifer management approach. The IWAC is a corollary to the goal. Additional information about the RP-CAMP can be found at the Idaho Department of Water Resources web site.

SPOKANE AQUIFER JOINT BOARD

The Spokane Aquifer Joint Board (SAJB) was formed in 1995. The initial members were comprised of seventeen water purveyors pumping water from the Rathdrum/Spokane Aquifer and providing water service to customers in the Spokane Valley and North Spokane Areas.

Since this time, the City of Spokane, Honeywell Electronic Materials, Inc., Kaiser - Trentwood, and the Spokane Industrial Park have become members as well.

The purpose of the SAJB is to protect the Rathdrum/Spokane Aquifer by coordinating efforts, performing and sponsoring studies and investigations, and providing a discussion forum with respect to developing and implementing public water supply programs such as wellhead protection, conservation and associated water rights; and such other means as the SAJB may deem proper to carry out this purpose.

Since the Rathdrum/Spokane Aquifer encompasses both Idaho and Washington, the SAJB believes that the development of regional aquifer management strategies through a group of Idaho and Washington entities furthers the SAJB purpose.

WASHINGTON RESOURCE INVENTORY AREA

Watershed planning activities associated with the Spokane River basin (aka WRIA 55/57) were initiated in Washington in 1998. The planning process is authorized by Revised Code of Washington (RCW) Chapter 90.82 and is funded through the Washington State Department of Ecology. The watershed planning process is an ongoing, consensus-based forum and includes stakeholders from water purveyors, local governments, business interests, and conservation interests. The Watershed Management Plan for the Spokane River was completed in 2006 and included an evaluation of needs for water needs for the next 30 years and recommendations for strategies to meet those needs. Strategies include water conservation, surface and subsurface water storage, wetland protection, and public education.

SPOKANE RIVER FORUM

2008 saw the founding of the Spokane River Forum, a non-profit organization dedicated to creating materials, events and activities that promote regional dialogs for sustaining a healthy river system while meeting the needs of a growing population. A key priority was to provide new and enhanced venues for bi-state dialog regarding water resources. SRF Conferences in 2009, 2010 and 2011 featured speakers from both Washington and Idaho discussing the science and policies needed and in place to secure our water future. As part of supporting regional dialog and outreach needs, the Forum was also a member of CAMP. In 2012, the Forum worked with a bi-state team to host the H2O Breakfast in Coeur d'Alene, which successfully served as a springboard toward stakeholder support for developing IWAC.

ROLES AND RESPONSIBILITIES

IWAC Voting Members

The list of IWAC Members below serves as the record of official Collaborative membership. IWAC's founding membership consisted of water and wastewater purveyors from ID and WA. Other members may be added by consensus.

Name	Organization	Email Address
Alan Miller	Hayden Lake Irrigation District	alan@haydenirrigation.com
Bill Rickard	City of Spokane Water Department	brickard@spokanecity.org
Bob Ashcraft	Consolidated Irrigation District No.	consolidatedirrigation@comcast
Brian Crossley	Spokane Tribe of Indians	crossley@spokanetribe.com
Bryan St Clair	Modern Electric Water Company	bstclair@mewco.com
Jim Markley	City of Coeur d'Alene	jimm@cdaid.org
Ken Windram	Hayden Area Regional Sewer Board	ken@harsb.org
Mike Coster	City of Spokane RPWRF	mcoster@spokanecity.org
Mike Galante	North Kootenai Water & Sewer	mikeg@nkwsd.com
Mike Neher	City of Post Falls	mneher@postfallsidaho.org
Rob Turnipseed	Bar Circle S Water Company	avondalecon@frontier.com
Laura Laumatia	Coeur d'Alene Tribe of Indians	llaumatia@cdatribe-nsn.gov
Rob Lindsay	Spokane Co. Water Resources	rlindsay@spokanecounty.org
Todd Henry	Vera Water and Power	thentry@verawaterandpower.co
Tonilee Hanson	SAJB Program Leader	sajbinfo@gmail.com
Ty Wick	Spokane County Water District No.	scwd3@comcast.net

Each Member of IWAC is expected to:

- Regularly attend and prepare for IWAC meetings
- Clearly articulate their interests and concerns
- Be able to articulate a bi-state regional, aquifer-wide perspective

- Listen and try to understand other points of view and interests
- Openly discuss issues with people who hold diverse views and participate in a cooperative problem solving procedure to resolve differences
- Generate and evaluate options to address the needs expressed by the IWAC Members
- As appropriate, keep his/her constituent group(s) informed about activities and progress of IWAC, and solicit their input about ongoing deliberations.

Advisory Members - Non-Voting

IWAC will invite participation of 5-10 advisory committee members representing different sectors and interests who can advise and offer guidance on a variety of topics and strategies for implementing IWAC goals. Advisory committee members provide valuable perspectives and information and are welcome but not expected to attend every meeting.

Name	Organization	Email Address
Brian Crossley	Spokane Tribe of Indians	crossley@spokanetribe.com
Gary Mallon	Greater Spokane Incorporated	gmallon@greaterspokane.org
Laura Laumatia	Coeur d'Alene Tribe of Indians	llaumatia@cdatriben-sns.gov
Sandra Jarrard	Greater Spokane Incorporated	sjarrard@greaterspokane.org
Linda Kiefer	Avista	Linda.Kiefer@avistacorp.com

Ad Hoc Resource Network

In addition to IWAC members and the IWAC Advisory Committee, state and federal resource management agencies and others may serve as an ad hoc resource network to IWAC, not as members of the collaborative per se. These agencies and organizations will provide scientific, technical, legal, budgetary, and other information as appropriate. The following is a list of bi-state and federal agencies identified as potential members of the resource network. Others may be added as the process moves forward.

For Idaho	For Washington
ID Department of Environmental Quality ID Department of Fish and Game ID Department of Lands ID Department of Water Resources ID Water Resources Board Lake Pend Oreille/Priest River Basin Commission Panhandle Health District SRSP- Spokane River Stewardship Partners City of Hayden	City of Millwood City of Spokane City of Spokane Valley Department of Natural Resources Liberty Lake Sewer & Water Spokane Aquifer Joint Board Spokane County Water Resources SRSP- Spokane River Stewardship Partners U of W Climate Impacts Group WA State Department of Ecology WA State Department of Health WA State Fish and Wildlife WA State Parks Riverside State Park

Federal	
Federal Energy Regulatory Committee US Army Corps of Engineers US Bureau of Land Management US Environmental Protection Agency NRCS National Resource Conservation Service	US Bureau of Reclamation US Fish and Wildlife Service US Forest Service US Geological Survey

Various statewide and local associations should be kept informed throughout the process, and IWAC should seek their input and advice. These associations in Idaho and Washington include, but are not limited to the following:

- Association of Commerce & Industry
- Greater Spokane Incorporated
- CDA Chamber of Commerce
- Post Falls Chamber of Commerce
- Spokane Valley Chamber
- Kootenai Environmental Alliance
- Gonzaga Environmental Law Clinic
- CELP Center for Environmental Law
- The Lands Council
- Spokane River Forum
- Center for Justice
- Sierra Club
- Farm Bureau
- Forest Industries Association
- Mining Association
- Water Users Association
- Trout Unlimited

Each member of the Ad Hoc Resource Network is not expected to attend every IWAC meeting. The IWAC asks the Ad Hoc Resource Network to respond to requests for information from IWAC, which may include giving presentations or participating in meetings either in person or, by phone. To assist the Ad Hoc Resource Network, IWAC will work to plan so members of the Ad Hoc Resource Network can know what is sought by IWAC and when it is needed.

The Idaho Washington Aquifer Collaborative (IWAC) will be registered in the state of Idaho as a 501(C)(3) or (C)(5). Written approval of Idaho government participation as dues paying members in the non-profit is anticipated by October 15, 2012.

Administrative Roles and Responsibilities

IWAC Co-Chairs

Two Co-Chairs for IWAC will be selected by consensus of the general membership with the stipulation that each of the states of Washington and Idaho are represented by one of the chairs to ensure balanced representation of interests by each state. The Co-Chairs will each serve a 2 year term. Co-chairs will determine how to share the administrative roles and will provide members with a written record of which co-chair will be responsible for each of the following:

- Call meeting to order
- Call for approval of previous meeting summaries.
- Call for amendments, then approval of the current agenda.
- Direct the meeting according to the written or amended agenda.
- Keep the discussion on track and focused
- Facilitate decision-making process.
- Call for consensus to limit discussions or table the discussion for the next meeting.
- Enforce ground rules that are accepted by the Members
- Open a 15 minute public comment period at the end of each meeting for general public attending the meetings.
- Wrap up the meeting by:
 - Facilitating the group to set agenda items for the next meeting
 - Review homework assignments for next meeting
 - Schedule next meeting date
 - Call for Adjournment of Meeting.
- Facilitate communications between IWAC and the public
- Is there an administrative role missing for working with sub-committee co-chairs or the Advisory Committee or the non-profit a board of directors?

Is an executive committee needed?

IWAC Advisory Committee

- 5-10 members representing different sectors & interests
- Serve as needed on specific topics

IWAC Finances

- Select a treasurer by consensus
- Establish treasurer's duties
- Assess membership dues

IWAC Secretary- Recorder

- Co-signer on documents and checks
- Keeps & distributes minutes
- Prepares and distributes meeting agenda and related documents

- Keeps website up to date
- Posts meeting notices and information from meetings on website

IWAC Subcommittees with Co-Chairs

- Selected by consensus from the general membership
- Provide updates as a routine agenda item
- Sub-committees are based on the adopted IWAC goal categories and may change as goals are completed, revised or new goals initiated. The current subcommittees will include:
 - IWAC Organization – The following members volunteered to participate on this subcommittee as soon as the official approval is received. If time permits, this group will work to develop a draft set of by-laws for review by the general members.
 - Alan Miller, Mike Galante, Ty Wick, Jim Markley, Henry Allen and Tonilee Hanson
 - Subcommittee meeting date and time to be determined. It will be announced to the entire membership for anyone else who would like to participate
 - Water Quality
 - Water Quantity
 - Water Conservation
 - Education and Awareness.

Technical Consultants

- Provide unbiased scientific and technical assistance.
- Provide technical guidance.
- Facilitate technical communications between IWAC members and the public as directed

External Facilitation

- External facilitators will be included in the IWAC procedures on an as-needed basis. Co-Chairs, in consultation with the Advisory Committee will determine whether or not facilitation is warranted to produce the desired organizational results.

When or as needed the following may be considered in selecting an appropriate IWAC Facilitator.

The facilitator and or chair will:

- Remain impartial toward the substance of the issues under discussion
- Be responsible to the entire IWAC membership and not to any one member or interest group
- Develop the Agenda with input from IWAC
- Ensure that important information is available to IWAC Members in advance of each meeting, including specific documents that Members

should review and come prepared to discuss

- Facilitate, on an as needed basis, agreed upon subcommittee meetings and dialogue between meetings
- Have sufficient knowledge and background to function as a catalyst for IWAC discussion topics
- Keep the discussion on track and focused

IWAC DECISION-MAKING

The final responsibility for IWAC decision-making rests with the Members.

- The Members will give serious consideration to the recommendations, perceptions and interests developed in bi-state, collaborative dialogue.
- Public comments, input, and stakeholder's views (as expressed at the IWAC meetings) will be noted.

Consensus

IWAC will strive to reach consensus on recommendations to policy makers regarding regional water resource management.

- Consensus in this context is defined as a process for reaching agreement that does not rely on voting. Consensus recommendations are generally those recommendations with which all Members can agree.
- Consensus does not mean that all Members of IWAC agree with the same level of enthusiasm. Some Members may strongly endorse a particular solution while others may accept it as a workable agreement.
- A consensus is reached when all parties
 1. Agree that their major interests have been taken into consideration and addressed in a satisfactory manner
 2. Agree to help implement IWAC recommendations
- Prior to key decisions, IWAC Members agree to solicit (as appropriate) and share constituent input.

If consensus is not reached on a given issue, IWAC has several options:

- A member who is not in agreement with the general opinion in the group may "stand aside" and not block the consensus;
- A member may stand aside, allow the rest of the group to reach a consensus and request that a minority report detailing the other view(s) be added to the final agreement/document; and/or
- If no consensus is reached, IWAC may announce that there was not an agreement on a particular question or issue. The views and perspectives of all Members will be included in IWAC Meeting Minutes and Recommendations.

TECHNICAL SUPPORT

Members agree that the dialogue and deliberation of IWAC will be based on the best available information, regardless of the source. To the extent feasible, technical studies will utilize reproducible science. Peer-reviewed studies are ideal, however IWAC recognizes that the cost and time constraints associated with peer review may mean peer-reviewed science is not always available. Wherever possible, regional data is preferred.

The Members agree to engage in joint fact-finding and collaborative learning to clarify what is known, not known, and needed to make timely, well-informed recommendations. The IWAC will elicit support from the Ad Hoc Resource Network and others as needed.

Members may bring staff from their organizations or agencies, or members of their constituency groups to support the problem solving process. IWAC Members can defer to those individuals when their expertise is required or requested. However, the use of support persons must not disrupt deliberations, or dilute the responsibility of IWAC.

GUIDELINES FOR DIALOGUE AND DELIBERATION

The following guidelines will be used to encourage productive deliberations and decision-making. Members of IWAC give the facilitators the authority to enforce these agreements and commit to “best faith efforts” at following the guidelines.

- Address one another respectfully
- Ensure that everyone has a chance to be heard and to hear others
- Pay attention to what is being discussed and avoid side conversations
- Allow people to speak and refrain from making interruptions
- Be brief and speak to the point

IWAC is committed to finding creative and innovative solutions. Therefore, Members agree to:

- Bring forward proposals and requests for technical analysis
- Avoid judging ideas prematurely
- Look for the need or interest that gives rise to the idea
- Look for ways to improve proposals
- Remain open minded

Disagreements are inevitable; however, they should be focused on the issues involved rather than on the people holding a particular view. Therefore, IWAC Members agree to:

- Respectfully disagree
- Promote cooperative interactions and avoid competitive behaviors that denigrate other participants
- Promote positive behaviors that foster productive discussions and agreement
- Avoid behavior that is disruptive to the work of the group

REPRESENTATION OF OTHER INTEREST GROUP VIEWS

To enhance creativity during meetings, individuals who represent constituencies and agencies are not expected to restrict themselves to prior positions.

The goal of IWAC is to have frank and open discussions of the issues in question and options to address these issues.

Therefore, ideas raised in the process of the dialogue, prior to agreement by the whole group, are for discussion purposes only and should not be construed to reflect the final position of an IWAC Member or his or her constituent group.

CONSTITUENTS

Informed constituencies will enhance the prospects for approval and implementation of IWAC recommendations.

As appropriate, the Members of IWAC will inform their constituents and solicit their opinions about the issues under discussion. They will represent the interests of their constituent group and bring their constituents' concerns and ideas to the deliberations.

Members of IWAC, at their option, may elect to hold regular meetings with their constituent group (a formal caucus), to provide copies of IWAC meeting notes to their constituents and request comments, and to communicate informally with their constituents.

IWAC will explore other means to expand public awareness and encourage broader involvement.

OBSERVERS AND PUBLIC INVOLVEMENT

IWAC meetings will be open to the public. However, in order for IWAC to achieve its objective, discussion and deliberation at meetings must be focused and manageable. Therefore,

- Participation by non-members of IWAC will be at the discretion of the Members. Following presentations, the Members questions will be answered first and then, if time allows, the public will have an opportunity to ask questions concerning the presentation.
- IWAC meetings will include two periods for public comment, generally at the beginning and end of each session. Members of the public who know that they wish to make a short comment or presentation will be asked to sign up to speak, and available comment time at the beginning of the meeting will be divided among those who sign up. Any member of the public who wishes to make a short presentation will be asked to do so during the comment period at the end of the IWAC meeting.
- Notwithstanding the two periods set up for public comment, IWAC, from time to time and at its option, may ask for public comment on a specific topic while that topic is being discussed by the Members.
- In addition, during the process of developing recommendations, IWAC may hold public meetings to inform the public about progress being made and solicit feedback.
- IWAC Members are encouraged to provide outreach assistance for public meetings to raise broader awareness of the issues under discussion.
- Information, including meeting notes, will also be posted on a (yet TBD) website.

COMMUNICATIONS

The IWAC meetings will generally be open to the public.

The consensus process is a solution-oriented, problem solving approach, not a platform for lobbying the public through the media. The deliberations of IWAC should not be used as opportunities for individual Members to posture in order to gain the attention of the media.

If IWAC Members decide that there is a need to communicate formally with the press, IWAC Members will designate a spokesperson(s), or draft a statement, or both. Members of the press will be referred to the spokesperson.

In communicating with the media and the general public, a clear distinction should be made between preliminary information, concept papers, or proposals under consideration and final decisions. The IWAC Members prefer that it focus its comments to the media on finalized decisions or recommendations rather

than topics still under discussion. It is important to differentiate between the discussion and decisions. Preliminary documents will be marked with "DRAFT" or "FOR DISCUSSION PURPOSES ONLY."

Each IWAC member is free to speak with the press on behalf of the constituency or agency he or she represents, and must make it clear to the press that his or her comments should not be attributed to the whole IWAC group.

No IWAC member will formally speak for or represent IWAC without expressed authorization by consensus of the IWAC Members as a whole.

No IWAC member will characterize to the media the point of view of other representatives.