

*2014 Workplan*  
of the  
**Water Resources Adaptation to Climate Change Workgroup**  
**Advisory Committee on Water Information**

March 20, 2014

The Water Resources Adaptation to Climate Change Workgroup (WRACCW) is a subcommittee of the Advisory Committee on Water Information (ACWI). ACWI is an advisory committee chartered under the Federal Advisory Committee Act that is charged with advising the Federal government on a broad range of topics related to water information, management, and programs.

The Climate Change Workgroup was created in 2012 to promote, support, and provide information for effective management and protection of water resources in the United States as the climate changes and to advise Federal agencies on water policy as it relates to climate change adaptation. The Workgroup also serves as a public forum for Federal, State, Tribal, and local government organizations and public interest and professional organizations to exchange information, views, and ideas, and to connect efforts concerning adapting water resources to a changing climate.

More information concerning the purposes and structure of the Workgroup is included in the *Terms of Reference* adopted by the ACWI (see Attachment 1).

This *Workplan* outlines the expected activities and interests of the Workgroup during calendar year 2014. Key sections of this document are:

- General Purpose and 2014 Priorities
- Membership and Organization
- Meetings
- Information Gathering, Education and Exchange
- Input to Federal Agencies
- Other Actions

Specific tasks for the Workgroup are identified within the text when mentioned with the notation (TASK # --); a complete list of these tasks is provided below. This list is expected to be somewhat dynamic as requests are received for review of Federal documents and programs and as the workgroup initiates new activities.

1. Develop 2014 Workplan for the Workgroup
2. Develop annual report of Workgroup activities in 2013 to full ACWI (see 2013 annual report on ACWI website: [http://acwi.gov/climate\\_wkg/index.html](http://acwi.gov/climate_wkg/index.html))
3. Select 2014 Federal Co-Chair
4. Select 2014 non-Federal Co-Chair
5. Create and task subcommittees/teams with assignments
6. Hold monthly conference calls of Workgroup
7. Hold in-person meetings of Workgroup
8. Continue to build inventory of key water and climate change documents
9. Conduct informational webinars for Workgroup members
10. Identify web-based training related to climate change and water resources and facilitate participation in such training by Workgroup members;
11. Provide recommended links to water/climate list serves
12. Provide input to the Council on Climate Preparedness and Resilience concerning actions needed to respond to section 3 of EO 13653
13. Comment on the *2014 Implementation Plan for the National Action Plan*
14. Comment on Water Elements of Agency Climate Adaptation Plans
15. Comment on Climate Change and Water Working Group Products
16. Expand and Update Workgroup Website

## I) General Purpose and 2014 Priorities

This section of the *Workplan* outlines the general purposes of the Workgroup and identifies priorities for 2014.

**General Purposes:** The general purposes of the Workgroup are listed in the attached Terms of Reference. They focus on providing information, promoting and supporting

more effective management and policies for water resources in response to climate change. The tasks generally fall into four categories of actions:

1. **Inform/educate:** including Federal, state, tribal and local government agencies as well as public interest and professional organizations;
2. **Coordinate/integrate:** both Federal and non-Federal programs and policies;
3. **Review/comment:** on Federal reports, plans and policies; and
4. **Recommend/encourage:** better information, policies and actions.

**2014 Priorities:** During its first year of operation, the Workgroup focused on the first two categories of action (i.e., inform/educate, and coordinate/integrate). During 2014 and future years, we will continue investing in categories 1 and 2 but more attention will be given to the latter two categories (i.e.; review and comment on plans and policies and recommend needed policy changes. Specifically in 2014, the Workgroup intends to focus attention primarily on:

- Providing input to Federal agencies as they respond to the President's Executive Order 13653 addressing preparedness for climate change, with special attention to input on recommendations developed under section 3 of the Order concerning natural resources.
- Advising and commenting on actions by Federal agencies to implement the *National Action Plan: Priorities for Managing Freshwater Resources in a Changing Climate* and implement the agency specific climate adaptation plans now under development.
- Continuing to inform and educate Workgroup representatives and alternates with the goal of establishing a common level of knowledge among Workgroup participants with respect to the impacts of a changing climate on water resources and the plans and programs underway to adapt water resources management to changing climatic conditions; and
- responding to specific requests for input and comment from Federal agencies on issues or products related to climate change and water resources.

This *Workplan* addresses these priorities.

The Co-Chairs will provide a draft *Workplan* to the Workgroup in January 2013 and request comment by February 2014. The *Workplan* will be finalized by the Workgroup at its in-person meeting planned for Washington, DC on February 19/20, 2014 or at a subsequent meeting. (TASK # 1)

The Terms of Reference for the Workgroup provide for an annual report of its activities to the ACWI. The Workgroup will draft an annual report early in 2014 and

provide the final 2014 report to ACWI prior to the annual ACWI meeting in May of 2014. (TASK # 2)

As the Workgroup builds its understanding of climate change and water issues in 2014 and beyond, it will consider initiating independent assessments of aspects of the management of water resources in a changing climate and making specific recommendations to Federal agencies involved in water resources management to address gaps in responses to climate change or to amend or revise programs, policies, or budgets.

## II) 2014 Workgroup Membership and Organization

The 2014 membership, co-chair leadership, and organizational structure of the Workgroup are outlined below.

**Membership:** Organizations that are members of the Workgroup for 2013, including persons serving as representatives and alternates, are listed in Attachment 2 and include:

- organizations representing Tribal, State, interstate, and local governments;
- public organizations interested in adaptation of water resources to a changing climate; and
- Federal agencies.

**NOTE:** Representatives of member organizations or their alternates are expected to attend all meetings of the Workgroup. If a member organization is not represented at three consecutive meetings, then the Co-chairs may appoint a new member organization to replace the organization that has not participated.

**Co-Chairs:** Co-Chairs of the Workgroup are drawn from the Federal and non-Federal members. Duties of the Co-Chairs include working cooperatively to:

- Work with the Executive Secretary of ACWI on management of the Workgroup and coordination with ACWI;
- develop agendas for conference calls and meetings;
- represent the Workgroup at meeting of the full ACWI, at meetings of other ACWI subgroups, and at meetings of other organizations as appropriate;
- from time to time as the need arises, after consulting with the Workgroup, invite and appoint organizations to become members of the Workgroup;
- draft the annual Workplan for the Workgroup;
- draft the Annual Report of Workgroup activities;
- coordinate the development of informational materials and events for Workgroup members; and
- draft, or assign drafting responsibility, for comments requested by Federal agencies or groups on climate and water reports, plans or policies.

The Federal agency members will identify a Federal Co-Chair organization for the Workgroup for 2014 in early 2014. **(TASK # 3)** In the event that Federal agencies do not agree on a Federal Co-chair, the Federal Co-chair for 2014 will be the US Geological Survey. Non-Federal members will have the option of appointing a non-Federal Co-Chair at any time in 2014. **(TASK # 4)**

**Subcommittees and Teams:** The Workgroup has authority to establish subgroups to focus on specific tasks and to report back to the full Workgroup with recommendations. This *Workplan* proposes the creation of the following subgroups **(TASK # 5):**

- Data and Information
- Vulnerability Assessment
- Water Use Efficiency
- Integrated Water Resources Management
- Education and Outreach

In addition, existing subcommittees will continue from 2013 addressing:

- Development of Webinars that will help Workgroup members become informed on a range of water resources and climate change topics;
- Inventory of key publications to be cited on the Workgroup website.

Additional subgroups will be established as the need arises.

### **III) Workgroup Meetings**

The business of the Workgroup will be conducted by conference calls and in-person meetings. At least one in-person meeting of the Workgroup will be held in 2014.

**Monthly Conference Calls:** Conference calls will be scheduled on approximately a monthly basis with a target of the second Thursday of each month at 1:00 PM eastern time zone. The Co-Chairs will adjust this time and date when necessary for more effective participation. **(TASK # 6)**

Agendas for conference calls will be developed by the Co-Chairs with input from the members and will generally include:

- a short summary of recent key events related to water resources and climate change;
- an informational presentation by a Federal agency or organization concerning a recent product or key issue;
- an informational presentation by a State or local government or other organization concerning a recent product or key issue;
- discussion of draft Workgroup comments or input to Federal agencies;
- round-robin snapshot reports from Workgroup member organizations; and

- other topics requested by Workgroup members.

**In Person Meetings:** An in-person meeting of the Workgroup was held in Washington, D.C. in February of 2014 and a second in-person meeting will be held if deemed useful by the Workgroup. (TASK # 7)

#### IV) Information Gathering, Education and Exchange

A key function of the Workgroup is to support member representatives and alternatives in gaining a common level of knowledge concerning water resources and climate change issues. Key measures to help Workgroup members gain needed information are and inventory of key documents, webinars developed specifically for workgroup members, and more general training opportunities.

**Inventory of Key Documents:** The Co-Chairs have asked a Subcommittee to identify the key documents related to climate change and water resources, provide a brief abstract of the documents, and recommend documents that may be of most interest to Workgroup members. The Inventory will be compiled in a database available to Workgroup members and updated throughout 2014. (Task # 8)

**Webinars:** The Co-Chairs have asked a Subcommittee to identify topics for Webinars addressing climate change and water resources issues of most interest. Webinars will be scheduled as needed and appropriate. (TASK # 9)

**Education:** The Co-Chairs will work with the Executive Secretary of ACWI to identify existing web-based training that addresses climate change generally and water impacts of climate more specifically and help Workgroup members participate in these training events as needed. (TASK # 10)

The Co-Chairs will also periodically identify list-serves that provide background information and updates concerning climate change and water and make these sites available to Workgroup members. (TASK # 11) For example, the EPA Office of Water includes a climate change and water list-serve at:  
<http://water.epa.gov/scitech/climatechange/E-Newsletter.cfm>

#### V) Workgroup Input to Federal Agencies

A key activity of the Workgroup in 2014 will be to provide input and advice to Federal agencies on programs and projects related to water resources and climate change in response to the requests for such input from these agencies. Although it is not possible to anticipate the specific requests for input that Federal agencies might make over the year, some examples of possible requests include:

- **Implementation of Section 3 of Executive Order 13653:** The Climate Change Preparedness Executive Order calls on Federal agencies to inventory and

existing actions related to natural resources adaptation to climate change and make recommendations for needed future actions by late Summer of 2014. The Workgroup will provide input to this process. (TASK # 12)

- **2014 Implementation Plan for *National Action Plan*:** The *National Action Plan: Priorities for Managing Freshwater Resources in a Changing Climate* was published in October 2011 and is being implemented by a Federal agency workgroup support the Interagency Climate Change Adaptation Task Force. The Task Force is likely to ask that the Workgroup comment on the draft FY 2014 *Workplan* for the *National Action Plan* early in 2014. (TASK # 13)
- **Water Elements of Agency Climate Change Adaptation Plans:** Section 2 of EO 13653 calls for each Federal agency to develop a Climate Change Adaptation Plan. The Workgroup will have the opportunity to review and comment on the plans developed by Federal agencies that manage water resources agencies. (TASK # 14)
- **Climate Change and Water Working Group (CCAWWG) Products:** The Climate Change and Water Working Group is an effort by Federal agencies, led by the Army Corps of Engineers and the Bureau of Reclamation, to organize key information related to climate change and water. (TASK # 15)

## VI) Other Workgroup Activities

The Workgroup will consider other activities during 2014 where the Workgroup deems such efforts to be productive and consistent with its charge. For example, the co-chair will work with the Executive Secretary of ACWI to expand the website for the Workgroup as part of the existing ACWI Website as resources allow. (TASK # 16).

# ATTACHMENT I

## Terms of Reference Water Resources Adaptation to Climate Change Workgroup of the Advisory Committee on Water Information

*Approved by the Advisory Committee on Water Information: July 2012.*

### Official designation

The Water Resources Adaptation to Climate Change Workgroup (WRACCW) is a subgroup of the Advisory Committee on Water Information (ACWI).

### Purpose and functions

**Purpose** - The overall purpose of the Water Resources Adaptation to Climate Change Workgroup (hereafter the "Workgroup") is to promote, support, and provide information for effective management and protection of water resources in the United States as the climate changes and to advise the Department of the Interior and other Federal agencies on water policy as it relates to climate change adaptation.

Additionally, the Workgroup is a public forum for Federal, State, Tribal, and local government organizations and public interest and professional organizations to exchange information, views, and ideas, and to connect efforts concerning adapting water resources to a changing climate.

**Functions** - The functions of the Workgroup include:

- provide input and comment on proposals and draft materials relating to climate change and water developed by Federal agencies, including future updates or revisions to the *National Action Plan: Priorities for Managing Freshwater Resources in a Changing Climate* published in 2011 by the Interagency Climate Change Adaptation Task Force;
- foster intergovernmental coordination on program management, data collection and analysis, and policy issues related to domestic freshwater resources and climate change,
- support the continuous improvement and integration of programs for adapting water resources to climate change by providing evaluations of overall strategies and individual products, reports, and programs as appropriate,
- inform and coordinate with other ACWI subgroups concerning climate change and water issues;



- provide input and comment on information and decision support systems related to climate change adaptation, including appropriate approaches to making decisions in face of uncertainty;
- encourage the development of water resources information, policies, and programs that are appropriately tailored to respond to climate change in a manner appropriate to fit the diverse needs in different regions of the country,
- identify opportunities to improve coordination of freshwater climate adaptation programs and policies with adaptation programs and policies related to coastal and ocean waters and fish and wildlife,
- identify priority program and policy actions, including those relating to data collection and analysis, that would enhance adaptation of freshwater resources to a changing climate,
- foster communication with and provide input to scientific and research organizations with capability for addressing research issues related to climate change and water resources, and
- encourage and promote training and education related to the impacts of a changing climate on water resources.

The Workgroup will develop an annual operating plan describing activities, events, and products expected to be implemented or developed over the coming year. The Workgroup will also provide to the Advisory Committee on Water Information an annual report describing its activities over the past year.

## Membership

Membership in the Workgroup shall come from the following categories:

- Federal agencies,
- organizations representing Tribal, State, interstate, and local governments,
- public organizations interested in adaptation of water resources to a changing climate, and
- representatives of ACWI subgroups that are working on topics related to the goals of the Workgroup (such as, but not limited to, the Subcommittee on Hydrology, Subcommittee on Ground Water, and the Sustainable Water Resources Roundtable).

Total membership of the Workgroup shall not exceed 40 representatives of Federal agencies, State, local, and tribal government representatives, and organizations representing public and private interests. Each ACWI member agency or organization will designate their representative and an alternate to the Workgroup. Where possible, representatives who could fill more than one category would be preferred.

Federal membership on the Workgroup will not exceed 15 representatives and will initially include the agencies identified in the attached membership list. Organizations identified on the attached membership list are invited to participate as charter members of the Workgroup. In the event that any organization on the attached membership list declines to participate in the Workgroup, the Co-chairs may, in consultation with participating members, invite another organization with similar interests to join the Workgroup.

The Workgroup will be chaired by a Federal Co-chair and a non-Federal Co-chair (i.e., the Co-chairs) whose organizations are members of ACWI. The Federal agency Co-chair will be selected annually by vote of the Federal agency members. In the event that the Federal agency representatives do not select a Co-chair, the Federal Co-chair will annually alternate between the U.S. Environmental Protection Agency and the U.S. Geological Survey. The Federal Co-chair will cooperate with the Executive Secretary of ACWI to provide services and staff support to the Workgroup. The non-Federal Co-chair shall serve a 2-year term and shall be selected by vote of the non-Federal Workgroup members, except that the first non-Federal Co-chair shall be nominated by the Federal co-chair and serve a 1-year term.

Representatives or their alternates are expected to attend all meetings of the Workgroup. If a member organization is not represented at three consecutive meetings, then the Co-chairs may appoint a new member organization to replace the member that has failed to participate.

### **Meetings and procedures**

The Workgroup will meet at least two times each fiscal year and at other times as designated by the Co-chairs. The Co-chairs will jointly determine the dates, times, and locations of the meetings in consultation with the members. These meetings may be virtual meetings, using teleconference, video conference, and webinar technologies in order to minimize travel costs.

Representatives to the Workgroup will receive no pay, allowances, or benefits by reason of their service on the Workgroup. However, while away from their homes or regular places of business and in the performance of services for the Workgroup, non-Federal representatives to the Workgroup will be allowed travel expenses if needed. Travel expenses will include per diem in lieu of subsistence, in the same manner as persons employed intermittently in Government service are allowed such expenses under Section 5703 of Title 5 of the United States Code.

The attendance of two-thirds of the representatives, or designated alternates, of the member organizations will constitute the quorum necessary to conduct business. The Workgroup will conduct business in an open fashion by attempting to resolve all issues through consensus and by recognizing the legitimate interests and diverse views of the Workgroup members. If complete agreement cannot be attained, then the following procedures will apply:

- A consensus will exist unless one or more representatives request a vote.
- If a vote is requested, then Robert's Rules of Order will apply, and the Co-chairs will poll the Workgroup. An affirmative vote of two-thirds of the members present will constitute approval. Each Workgroup member organization may cast one vote.
- Actions that constitute final reports or recommendations intended for nationwide implementation will be signed by the Co-chairs and submitted to the ACWI for final approval. Representatives may prepare minority reports and provide them to the Co-chairs within 3 weeks of a decision. Minority reports will be included with the final majority reports.

The Workgroup, with the approval of the ACWI as appropriate, will announce significant proposed actions and products in the Federal Register for the purpose of obtaining public review and comments.

Summaries with action items of Workgroup meetings will be prepared by the executive secretary of the Workgroup and distributed to all members and to the Executive Secretary of the ACWI. In addition, meeting summaries and other documents will be available for public access and review.

Minutes of each Workgroup meeting, recommendations adopted, and copies of all studies and reports received, issued, or approved in conjunction with the activities of the Workgroup will be available for public inspection on the Internet (through the ACWI website, <http://acwi.gov>) and for review and copying at the following location:

Water Information Coordination Program  
 U.S. Geological Survey  
 12201 Sunrise Valley Drive, Mail Stop 417  
 Reston, Virginia 20192

**Period of time necessary for the activities of the Workgroup** - The total period of time necessary for the Workgroup to carry out its activities is estimated to be for as long as the Federal Government has responsibilities and interests related to adapting water resources to a changing climate.

**Official to whom the Workgroup reports** - The Workgroup reports to the Chair of the ACWI through the Executive Secretary of the ACWI.

**Support Services** - The ACWI Executive Secretary and USGS Water Information Coordination Program will provide support services to the Workgroup in the same manner as they support other Subcommittees and Workgroups. The Federal Co-chair shall provide staff support to act as the Executive Secretary for the Workgroup.

**Duties of the Workgroup** - The duties of the Workgroup are to provide information and advice as set forth above.

**Termination date** - The Chair of the ACWI has the authority to terminate the Workgroup in consultation with the member organizations of the ACWI and the Workgroup.

**Subordinate groups** - For assistance in conducting its business, the Workgroup may establish subordinate groups. Such groups may gather information, conduct research, analyze relevant issues and facts, and draft proposed position papers and/or recommendations for deliberation by the workgroup. These groups will have the balanced perspectives and knowledge necessary to perform their assigned functions.

**Federal agency subgroup** - The Federal agency members shall constitute a subgroup of the Workgroup and will meet to coordinate Federal agency activities related to climate change and water resources, including the Federal agency coordination activities identified in the *National Action Plan: Priorities for Managing Freshwater Resources in a Changing Climate*.

**Authority** - The Workgroup is part of the Water Information Coordination Program mandated by OMB Memorandum No. M-92-01, dated December 10, 1991. The Workgroup reports to the ACWI that operates under the Federal Advisory Committee Act.

**ATTACHMENT 2  
WORKGROUP MEMBERS**

<b>ACWI WRACC WORKING GROUP - MEMBERSHIP LIST AS OF 3/20/14</b>		
<b>Federal Agencies</b>	<b>Representative</b>	<b>Alternate</b>
<b>Army Corps of Engineers, Institute for Water Resources</b>	Rolf Olsen	
<b>Centers for Disease Control</b>	Joan Brunkard	
<b>Council on Environmental Quality</b>	Chitra Kumar	
<b>Department of Agriculture, Natural Resources Conservation Service</b>	Noel Gollehon	
<b>Department of Agriculture, Forest Service</b>	Chris Carlsen	
<b>Department of Energy</b>	Craig Zamuda	
<b>Department of Homeland Security, Federal Emergency Management Agency</b>	Doug Bellomo	Mark Crowell Paul Huang
<b>Department of Interior, U.S. Geological Survey</b>	Jerad Bales	Bill Werkheiser
<b>Department of Interior, Bureau of Reclamation</b>	Levi Brekke	
<b>Department of Interior, U.S. Fish and Wildlife Service</b>	John Schmerfeld	
<b>Environmental Protection Agency</b>	Jeff Peterson Federal Co-Chair	Ron Hoffer
<b>National Oceanic and Atmospheric Administration; National Weather Service</b>	Ernie Wells	Chris Bunner
<b>National Oceanic and Atmospheric Administration; Climate Program Office</b>	Nancy Beller-Simms	
<b>Office of Science and Technology Policy</b>	Peter Colohan	

<b>State, Tribal, and Local Government Organizations</b>	<b>Representative</b>	<b>Alternate</b>
<b>Association of Clean Water Administrators</b>	Jeff Manning	
<b>Association of Metropolitan Water Agencies</b>	Erica Brown	
<b>Association of State Drinking Water Administrators</b>	Brandon Kernen	Dierdre Mason
<b>Association of State Floodplain Managers</b>	Dave Carlton	
<b>Association of State Wetland Managers</b>	Peg Bostwick	Jeanne Christie
<b>Groundwater Protection Council</b>	Mike Paque	Mary Musick
<b>Interstate Council on Water Policy</b>	Peter Evans	
<b>National Association of Clean Water Agencies</b>	Peter Ruffier	Cynthia A. Finley, Ph.D.
<b>National Association of County Planners</b>	Judy Francis, AICP	
<b>National Congress of American Indians</b>	Brian Howard	
<b>National Tribal Water Council</b>	Dave Fuller	
<b>Water Utility Climate Alliance</b>	Paul Fleming	
<b>Western States Water Council</b>	Jeanine Jones	Nathan Bracken

<b>Public and Academic Organizations</b>	<b>Representative</b>	<b>Alternate</b>
<b>American Rivers</b>	Gary Belan	Fay Augustyn
<b>American Society of Civil Engineers</b>	Casey Brown	
<b>American Water Resources Association</b>	Carol R. Collier	Richard A. Engberg
<b>American Water Works Association</b>	Adam Carpenter	
<b>The Nature Conservancy</b>	Patrick McCarthy	
<b>American Society of Adaptation Professionals</b>	Sascha Petersen	
<b>National Council for Air and Stream Improvement</b>	Paul Wiegand	Douglas McLaughlin
<b>National Ground Water Association</b>	Michael Block	
<b>Natural Resources Defense Council</b>	Ben H. Chou	
<b>National Institutes for Water Research</b>	Dr. Aris Georgakakos	Dr. Reagan Waskom
<b>North American Lake Management Society</b>	Nancy Turyk	Dennis McCauley
<b>US Water Alliance</b>	Ben Grumbles	
<b>Water Environment Federation</b>	Paul L. Freedman, No-Federal Co-Chair	