

Storm Water Task Force Committee Charter and Guidelines

Mission Statement: The Storm Water Task Force will identify and prioritize the storm water projects needed on and around Cal Poly's campus facilities and related to implementation of the Campus Phase II MS4 permit, including upkeep of LIDs, education and outreach, identification of impacts to storm water (leaking vehicles, pollutant generating activities like trash, sediment etc... and BMPs). Members make recommendations to the group for consideration.

Storm Water Committee Goals

1. Establish a charter that defines the mission and objectives/goals of the task force committee
2. Review history of the Cal Poly storm water program and activities and the existing/non-existing storm water management systems
3. Review the current processes, procedures and planning for storm water management
4. Review the current sources of funds that can be used for storm water management projects, and potential sources of additional funds
5. Review/identify the locations of the most recent flooding area and categorize whether these are known problem areas or new issues
6. Determine root cause of flooding in each area, including whether there may be new causes or contributors to know problem areas
7. Determine potential solutions/mitigations for each of the affected areas
8. Determine where pollutants are being generated and identify solutions
9. Set goals to implement annual Phase II Non-Traditional MS4 permit requirements
10. Prioritize which solutions to identified issues can be implemented based on: technical feasibility, implementation time, relevance to permit requirements, costs/available funding, and the nature and scope of the solution (temporary/permanent/partial/complete fix)
11. Implement an educational program that provides campus community with information on basic storm water concepts, campus storm water operations, and best practices for storm water mitigation (at home and in day-to-day life)
12. Set realistic timelines for implementation/completion of any solutions in line with permit requirements
13. Communicate progress and results to the campus through various channels
14. Gather information from stakeholders in areas represented by task force members to bring forth to group

Committee Members and Formation

Chair (filled): EH&S Specialist
Vice-Chair (filled):
Secretary
Student representative x2
Facilities Management Representative x2
Staff Admin Affairs x2
Staff Academic Affairs x2
Staff Student Affairs x2
Faculty x2

Committee Meetings and Process

Meetings will be held no less than once (1) per month; during the first 12 months, and will discuss an every other month pattern moving forward.

Either the Chairperson or Vice-Chairperson must be present at each meeting and they will prepare an agenda prior to the meeting; the agenda shall include an opportunity for any Committee member to offer new developments and/or issues or inputs to non-agenda items;

The duration of the meetings is expected to be (1) hour, but they may extend longer as needed, particularly during the first 3 months;

The Committee may invite different subject-matter experts to participate at meetings as determined by topic or based on partnership with outside agencies(regulatory, other municipalities etc...)

The Committee shall appoint a Secretary who shall record Minutes of each meeting for publication on the Risk management website.