

Membership

As stated in the Delta Reform Act, “The Delta Independent Science Board shall consist of no more than 10 members appointed by the council. The term of office for members of the Delta Independent Science Board shall be five years. A member may serve no more than two terms.” (WB 85280 (a)(1)) “The members shall not be directly affiliated with a program or agency subject to the review activities of the Delta Independent Science Board.” (WB 85280 (a)(2))

During the nomination and selection process, the Lead Scientist will consult with other government departments and agencies, scientific and research organizations, professional societies, and non-governmental organizations, as well as the Delta ISB and its Chair during meetings or via direct contacts, in developing a list of potential candidates for new members of the Delta ISB. The members of the Delta ISB should be carefully selected to ensure provision of the diverse range of expertise required to fulfill its responsibilities.

In accordance with the Delta Reform Act, the initial members were appointed effective September 1, 2010, with terms of office extending through August 31, 2015. A member may resign prior to the end of the five-year term of office. In this circumstance, the Lead Scientist will develop a list of potential candidates to fill the vacancy, as described in the previous paragraph. The term of office for the new member will be five years from the date of the appointment. Members completing one term of office may request reappointment for an additional five-year term. No member may serve for more than two terms, consecutive or otherwise.

On an annual basis, the disciplinary composition and succession of its members will be evaluated by the Delta ISB, with a focus on assessing the vulnerability of the Delta ISB to a significant loss of membership and resulting expertise and institutional knowledge. If the Delta ISB concludes that there is a substantial vulnerability, the Lead Scientist and staff of the Delta Science Program will be consulted to consider ways to minimize the vulnerability.

Operations

Issues can be nominated for Delta ISB consideration by the Council, the Lead Scientist, the Chair of the Delta ISB, and members of the Delta ISB. In addition, state and federal legislative bodies and agencies, stakeholder groups, and other standing boards or review panels may request consideration of scientific issues by the Delta ISB by requesting such assistance through the Council, the Lead Scientist or the Delta ISB Chair. All such requests received by any one of these three will be shared with the other two. The Council Chair and Delta ISB Chair will discuss the requests, in conjunction with the Lead Scientist and other Delta Science Program staff if desired, and will make recommendations to the Delta ISB and the Council. The final

decisions about which scientific issues to consider will be made by the Delta ISB in consultation with the Council.

The Delta ISB may constitute specialized panels or subcommittees as necessary to carry out its responsibilities.

Prior to undertaking an internally generated review that the Delta ISB considers to be substantial in scope, the Delta ISB will prepare a brief prospectus describing the review purpose and process. This prospectus will be posted for public comment for a period of at least two weeks, after which the Delta ISB will consider comments received before finalizing the purpose and process of the review. Elements of the brief prospectus could include:

_____ The motivation for the review;

_____ The intended audience for the review and report;

_____ Inputs to the review (i.e. who the Delta ISB expects to interact with in gathering information;

_____ The timeframe for conducting the review;

_____ Previous reviews pertinent to the subject to be reviewed that the Delta ISB is aware of; and

_____ Expected products and outcomes of the review

Meetings

The Delta ISB shall conduct its business through meetings and correspondence as appropriate, in accordance with the Bagley-Keene Open Meeting Act and the provisions listed in this document.

The Delta ISB shall meet, in person, at least twice per year with at least a quorum present (a quorum being at least six of the ten members of the board). The meeting agenda shall permit time for Delta ISB members to disclose important activities and contacts. To increase the visibility and interaction of the Delta ISB with Delta residents and stakeholders, and to enhance the Delta ISB's familiarity with Delta issues, the Delta ISB shall endeavor to hold at least one of its meetings within the statutory Delta every calendar year.

Opportunity for public comment will be provided after each item on the agenda for specific comments to that item and a general comment period at the end of each day, as stipulated by the Bagley-Keene Open Meeting Act. When there are many public comments and meeting time is limited, the Chair may adopt rules or time limitations so that all interested persons may be heard within the agenda parameters.

Reports

Following each meeting, staff shall write up a meeting summary to be approved by the Delta ISB Chair. Meeting records and relevant materials will be posted on the Delta ISB website.

- Draft reports or other documents prepared by Delta ISB members will need to be reviewed and approved by a majority of the full Delta ISB prior to formal transmittal to the Council, Lead Scientist or any other body.
- The Delta ISB will seek consensus among its members on all reports. Any dissenting opinions shall be incorporated into the reports.

The Delta ISB's products are to reflect its independent scientific judgment. While Delta ISB reports may make recommendations about priorities for plans, proposals, projects or programs, these will not have the force of management decisions. Both the Council and staff will consider Delta ISB recommendations along with input from others in making decisions. The Delta ISB should also be proactive concerning the communication of its products, including outreach to significant stakeholders. Such outreach and communication shall be conducted after discussion by the Delta ISB of products that merit that effort, as well as processes for conducting the outreach and communication.