

## Helmuth, Lisa D - DNR

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**From:** Songer, Katherine B - DNR  
**Sent:** Monday, March 07, 2011 11:59 AM  
**To:** Hazuga, Mark J - DNR; Helsel, Daniel R - DNR  
**Cc:** Miller, Michael A - DNR; Dolen, Ronald J - DNR; DNR DL WD WT Monitoring Tech Team Streams  
**Subject:** Useful Yellow River documents

Hi Mark and Dan,

To help you with work planning for the Yellow River, we've created several documents and put them on the Yellow Watershed Study folder (Watershed\Monitoring\WT\_Streams\_Tech\_Team\Yellow Watershed Study). Feel free to arrange them however you like and make them your own, and also to ask questions.

The documents include:

- **Guidance on Pilot Projects (draft):** This is the draft of a manual on how to set up a pilot project, including GIS mapping and work planning. Since we're doing most of the mapping, that part of the manual is mainly just to document our procedures. Most useful to you will be the work planning sections further down.

Field Procedures folder:

- **Chemistry Holding Times:** This is as much as we learned about lab holding times in our project. It's most complete in terms of EPA times, but most of the SLH times match those. You'll still want to confirm these with SLH.

- **Equipment Needs - Regional:** We'll provide you with fish shocking equipment, but you may want to review this list of suggested equipment anyway.

- **Field Chem Form:** This is a worksheet we created to capture field chemistry readings (temp, DO, pH, etc.) for each site visit. While these readings can be recorded on the DNR fish and invert field forms for those visits, DNR doesn't have a standard form for capturing just field chemistry. This form helped us to make sure we had these readings recorded for each visit, and also to easily compare readings among visits at a single site.

- **Grab Sample Procedures:** These were the DNR procedures that we followed for chemistry sampling of several parameters (nutrients, TSS, TDS, bacteria, etc.). Let us know if you need procedures on other parameters--we likely have them in our QAPP.

Templates folder:

- **Bottles Needed Template:** This is how we organized which bottles we needed from the lab; the template might help you keep track of your own bottle needs, once you settle on which parameters to sample.

- **Sample Summary Template:** This is the spreadsheet we highly recommend that your field crew use (daily or weekly) to keep track of chemistry sampling. I've filled in a sample of 8 data rows to give you an idea of how we would use it. We wish we had had this spreadsheet format last summer; it would have saved us days or weeks of work at the back end of the project, as we communicated back and forth with the lab to make sure we had all of our data.

- **Sampling Schedule Template:** These three worksheets appear in the guidance manual with more explanation; they're examples of how we did our work planning.

Again, let us know if you have any questions. Hopefully this helps.

Katie