

**INTERSTATE COMMISSION ON THE POTOMAC RIVER BASIN**

**FIRST QUARTER 2014  
BUSINESS MEETING  
DECEMBER 3, 2013**

**ICPRB NEW HEADQUARTERS  
30 W. GUDE DRIVE, ROCKVILLE MD**

**FINAL MINUTES**

**CALL TO ORDER:** Chairman Sachs called the First Quarter 2014 Business Meeting to order at 9:37AM on December 3, 2013. The following Commissioners, staff, and guests were in attendance for all or part of the meeting.

**Commissioners**

**West Virginia**

Patrick Campbell (Alt. Commissioner)

**District of Columbia**

John Wennersten (Commissioner)

**United States**

Robert Pace (Alt. Commissioner)  
John Quigley (Alt. Commissioner)

**Maryland**

Herb Sachs (Chair & Alt. Commissioner)

**Virginia**

Scott Kudlas (Alt. Commissioner)  
Brock D. Bierman (Commissioner)  
Jackson Miller (Al. Commissioner)

**Pennsylvania**

Andrew Zemba (Commissioner)  
Ronald Stanley (Commissioner)  
Roger Steele (Alt. Commissioner)

**Staff and Guests**

**Staff**

Carlton Haywood (Executive Director)  
Robert Bolle (General Counsel)  
Bo Park (Administrative Officer)  
Jim Cummins (Dir, Living Resources)  
Claire Buchanan (Dir, Program Operations)  
Curtis Dalpra (Communications Manager)  
Cherie Schultz (Dir, CO-OP)]  
Heidi Moltz (Assoc Dir, Water Resources)  
Karin Bencala (Water Resources Planner)  
Sarah Ahmed (Water Resources Engineer Analyst)  
Jan Ducnuigeen (Ecological Support Specialist)

**Guest**

Col. J. Richard Jordan III (U.S. Army Corps,  
Baltimore)  
Maria Franks (U.S. Army Corps, Baltimore)  
Chris Kimple (rep. Commissioner Moul)

**ADOPTION OF AGENDA:** Chairman Sachs asked for any modification of the agenda. Hearing none, the agenda was approved.

**APPROVAL OF MINUTES:** Chairman Sachs asked for any modification to the September 10, 2013 Meeting Minutes. Hearing none, the minutes were approved without modification.

**GENERAL COUNSEL'S REPORT:** Mr. Bolle reported that all legal affairs were related to routine matters. There were no other legal actions or matters to report.

**OLD BUSINESS**

**Executive Director's Report:** Mr. Haywood reported that there were no changes in staff in the last quarter. For the Commission, Mr. Brock D. Bierman became a commissioner replacing Robert Hartwell and Delegate Aruna Miller and Mr. Robert Lewis are new commissioners from Maryland. Chairman

Sachs is looking for another Maryland commissioner to represent the western part of Maryland.

**Financial Report:** There was no withdrawal from the contingency reserve this last quarter. The accounts receivables amount is \$198k, which is attributed to jurisdictional non-payment. Mortgage-backed securities now represent approximately 29% of the general account and 24% of the contingency account.

In grants and contracts, the EPA Section 106 grant was awarded with over 50% of funding availability from the beginning of the fiscal year. This should provide for good cash flow for FY14. The Chesapeake Bay Trust has awarded \$5k for teacher training workshop. Six other project grants continue from FY13.

An agreement was renewed with the U.S. Geological Survey for support of three stream gages. The Travilah quarry project RFP has been published and expect to award a contract near the end of January.

The subtenant, Liberty Towers, vacated our suite PE-07 on September 30, 2013, which ended amicably. ICPRB has moved into the new office space two weeks ago. Mr. Haywood commended a few staff who were involved heavily in the relocation project. Dr. Buchanan supervised the library move. Mr. Duncuigen was involved in the communications and data transfer and installation, which was done on time and ahead of schedule. Ms. Park oversaw the entire relocation project from beginning to the end, which went very smoothly on both ends of the move.

For an update on the federal funding status, the approach has been to go through the new Water Resources Development Act (WRDA) authorization bill, which has to pass in the Senate and the House. The authorization bill is not an appropriation. Carol Collier from the Delaware River Basin Commission (DRBC) and Mr. Haywood met with senior staff at the CEQ who indicated that going through the OMB would be the best approach. Mr. Haywood has met with Col. Jordan at the Corps of Engineers for possible opportunities for collaboration with the Corps. He also met with Mr. Pace and Ms. Amy Guise to discuss collaboration with the Baltimore District of the Corps.

ICPRB is heading into the new fiscal year with a positive financial status. The cost of the move, estimated at \$29k, has been included in the office expense line. Commissioner Campbell asked for an update on the Virginia funding. Commissioner Kudlas added that after the new Secretary of Natural Resources has been appointed, it may be a good time to raise the issue again. The new governor also has restoration of funding on his budget platform.

Staff has been working with Commissioner Campbell and Zemba on new projects in WV and PA. Currently, there are no plans for a Ramble canoe trip this year. Mr. Cummins has met with the MD DNR on new strategies to align ICPRB's Sturgeon restoration efforts with the MD's goals.

**Strategic Plan:** Mr. Haywood gave out handouts on the strategic plan. The new format is consistent with the format found on Tab 7 of the project reports. Chairman Sachs added that the strategic plan is different from the comprehensive plan. The comprehensive plan is updated yearly and has yearly outcomes and measurements. Commissioner Pace added that the strategic plan should address the primary needs of the basin, priorities, focusing on the needs. Last meeting was a good starting discussion of the vision statement. Following this discussion should be the integration of the follow-ups and discussions. Commissioner Steele suggested the staff work on an annual report in a brochure format to effectively communicate to the public about the Commission. Mr. Haywood added that the new release would be on the internet rather than on paper.

## **NEW BUSINESS**

**Regional Water Issues:** Referring to the last meeting with the water suppliers, Mr. Haywood summarized the meeting as having differing perspectives based on the organization or group's positions. The Washington metropolitan area is the last area to obtain water from the Potomac river. The concern from their perspective is the upstream users and the upstream suppliers have their own concerns within

their areas. There was a general agreement that planning and collaboration is needed but a key consideration is that there is no single governing authority over the basin. ICPRB as an organization is collaborative in nature with willing participants from all state jurisdictions. It was suggested that the comprehensive plan may address living resources as well as water quantity but focusing on the interstate perspective.

Commissioner Kudlas added that the most underfunded area corresponds to the Commission's growth areas on water quantity. Mr. Haywood briefed on his meeting with the Corps of Engineers Civil Works to possibly develop a comprehensive plan. He is waiting on feedback from the Corps Civil Works. Col. Jordan added that Civil Works may focus funding on the military side of civil works which may not coincide with the Commission's work. He also questions whether they have available funding. Commissioner Pace also added that it may be worth the effort to determine whether the needs could coincide. Col. Jordan suggested in looking at USACE's efforts in the West as an example which may be helpful.

Dr. Schultz added that COOP is currently working on projects related to the issues being discussed. COOP's funds come from the major water suppliers in the Washington metropolitan area and their principal interest in a comprehensive plan would be an improved understanding of the cumulative upstream consumptive as it affects their use. COOP's water demand and availability forecast is done every five years, and the next one is to be completed in 2015. One aspect of preparing that next forecast is to develop an improved database of water use throughout the basin. COOP also is building a low flow forecasting tool is based on the Chesapeake Bay watershed model.

**Potential Projects:** ICPRB staff members Karin Bencala and Jan Ducnuigen are working on a pilot project to create a consumptive use database. This pilot effort is slated to conclude in September 2014. The objectives for the study are: first to compile a basin-wide database for the four states, which is useful for state agencies; second, to support the watershed model used in CO-OP, a visual tool to look at cumulative data, which can be used for decision making, support tool and provide quality assurance; third, to use in planning forecast. A demo of the interactive tool was given by Jan Ducnuigen.

CO-OP has compiled available withdrawal data from the states into a single relational database. This effort not only gathers data for making consumptive use estimates, but also provides a resource for the state agencies and supports CO-OP's watershed modeling effort. In addition to the database, a web-based interactive tool is being developed in a study area which will allow for an estimate of consumptive use by sub-watershed. This tool is designed to support discussions on water availability and facilitate quality assurance checks on the data by ICPRB and the states. It is also possible that from these efforts CO-OP will be able to develop future forecasts of consumptive use.

The pilot web tool is being developed for the Monocacy basin. This tool uses all open source software thus greatly reducing development costs. It will estimate monthly consumptive use values for the watershed and each sub-watershed. An attempt will be made to match up the withdrawals and discharges and estimate gains and losses from the distribution and collection systems. Users of the tool will also be able to see withdrawal locations and the corresponding withdrawal rates for the period of record both as tabular and graphical outputs. Since this is sensitive data only state agencies and ICPRB will be allowed access.

**Potential Projects:** Dr. Schultz indicated that a potential next step for the pilot consumptive use tool would be to add a capability to forecast consumptive use. Such an effort would continue the study past September 2014 and expand the study to basin-wide. A second idea would be a modeling tool to link upstream and downstream users, which would require better understanding of Maryland and Virginia regulatory policies, which would need further developing. A third idea would be to fill information gaps by holding workshops on demand management.

Currently all three ideas are unfunded. These are concrete ideas to move forward with some flexibility but sponsorship is required. Ideally the US Geological Survey (USGS) would be good partners but they usually are not a source of funds. Commissioner Pace suggested taking some aspect of the COE project document and incorporating with the tool to bring on a more complete package. He suggested that if the COE approach for funding does not work, take the next step to the state Commissioners for further discussions. Commissioner Kudlas suggested incorporating the stakeholders with workshops.

Commissioner Miller asked to consider the focus of the organization whether it would be best to focus on water supply or the strength of the Commission in water quality. Particularly in the Virginia legislations, they consider whether the organization is performing its mission and whether they meet the needs of the state. Mr. Haywood added that the CO-OP Section was created in the 1970s to address the water supply part of the Compact itself. The reason for the current discussions is to address the upstream users, consumptive use, and the mechanism for a regional cooperation and the potential expansion of the upstream cooperation. Commissioners Miller further added that the reason for the Commission being taken out of the Virginia budget was due to the redundancy of work that is already being done by Virginia DEQ.

Commissioner Zemba added that a regional cooperation is needed. Mr. Haywood gave an example in Adams County where the problem was led by the local citizens. He further added that the next step would be to share the outcome from the Corps pursuit. Then he will look to way to incorporate the locals. Dr. Schultz will develop a scope of work for incorporating forecasting to the consumptive use tool with stakeholder involvement. Commissioner Kudlas will present Virginia's implications of state water plan. All will be presented at the next March meeting.

#### **NEXT MEETING LOCATION**

Chairman Sachs suggested that the next meeting in March to take place at the ICPRB office in Rockville. Then hold the June meeting in West Virginia with the help from Commissioner Campbell.

Chairman Sachs asked Mr. Dalpra to research colleges and universities in the watershed to potentially start a student exchange program between upstream and downstream locales. He would like to have the list by March.

#### **ADJOURNMENT**

The meeting adjourned at 12:38 PM.

Minutes Draft By: Bo Park, Administrative Officer

Minutes Reviewed, Approved, Submitted by: H. Carlton Haywood, Recording Secretary

Final Minutes Approved by Commission at June 3, 2014 Meeting.