

**INTERSTATE COMMISSION ON THE POTOMAC RIVER BASIN**

**SECOND QUARTER 2015  
BUSINESS MEETING  
MARCH 3, 2015**

**ICPRB HEADQUARTERS  
ROCKVILLE, MD**

**FINAL MINUTES**

**CALL TO ORDER:** Chairman Zemba called the Second Quarter 2015 Business Meeting to order at 10:00AM on March 3, 2015. 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**

Hamid Karimi (Commissioner)  
Willem H. Brakel (Commissioner)  
Merrit Druker (Commissioner)  
John Wennersten (Alt. Commissioner)

**United States**

Darryl Madden (Commissioner)  
Robert Sussman (Commissioner)

**Maryland**

Herb Sachs (Alt. Commissioner)

**Virginia**

Scott Kudlas (Vice Chair & Alt. Commissioner)  
Paul Holland (Alt. Commissioner)  
Jackson Miller (Alt. Commissioner)  
Brock Bierman (Commissioner)

**Pennsylvania**

Andrew Zemba (Chair, Commissioner)  
Ronald Stanley (Commissioner)

**Staff and Guests**

**Staff**

Carlton Haywood (Executive Director)  
Bo Park (Dir, Administration)  
Jim Cummins (Dir, Living Resources)  
Claire Buchanan (Dir, Program Operations)  
Curtis Dalpra (Communications Manager)  
Cherie Schultz (Dir, CO-OP Operations)  
Sarah Ahmed (Sn. Water Resources Engineer)  
Heidi Moltz (Assoc Dir, Water Resources)  
Ross Mandel (Assoc Dir, Watershed Analysis)

**Guests**

Amy Guise (U.S. Army Corps, Baltimore)  
Maria Franks (U.S. Army Corps, Baltimore)  
Hank Gruber (NAD, USACE)  
Chris Kimple (for Commissioner Moul)  
Bryant Thomas (Water Permit & Plan, VA, DEQ)

**ADOPTION OF AGENDA: Commissioner Sachs made a motion to approve the agenda, which was seconded by Commissioner Kudlas. All were in favor.**

**APPROVAL OF DECEMBER 2, 2014 MINUTES:** Commissioner Brakel asked for a modification to the Minutes, page 4, replacing the 3<sup>rd</sup> paragraph for “Strategic Plan” to read, “Commissioner Brakel, after praising several noteworthy features of the current Strategic Plan, commented that the language in some sections seemed outdated, lacking explicit references to key concepts of integrated water resources management as currently understood and practiced. He expressed the view of DC that now would be a

good time for the Commission to review and revise the document, and recommended forming a focus group to work with the Executive Director and some staff to formulate proposals for a process to do this.” **Commissioner Miller made a motion to approve the modified Minutes, which was seconded by Commissioner Madden. All were in favor.**

**EXECUTIVE COMMITTEE MEETINGS UPDATE:** Chairman Zemba reported that the Executive Committee has met with the Compensation Study consultant and found their proposal and workplan to be acceptable. The study findings and reporting will be shared with the full Commission once it is complete by the end of this summer.

#### **OLD BUSINESS**

**Executive Director’s Report:** Mr. Haywood reported on the financial status of the Commission and summarized notable events of the past quarter.

**Staff Changes:** The Commission is in the process of filling two positions: Communications Specialist in the Communications Section and a Water Resources position in the CO-OP Section. The Commission also has hired two interns from the University of District of Columbia. Staff member Jim Cummins has decided to go to half time status effective January 1, 2015, but will remain flexible should new projects arise requiring more work hours.

**Financial Report:** The Contingency Account remains intact. The accounts receivables are current and the cash flow is good. With the signatory contributions, PA, WV, VA have paid in full and on time. Maryland has paid 90% of their dues. DC has yet to pay their dues. In grants and contracts, the Commission has contracted with SmithPilot to conduct a compensation study. There is a grant proposal submitted to the Water Resources Foundation to evaluate water quality benefits of protecting forest cover in the Potomac basin for approximately \$200k, which would be mainly for staff time. It is expected to start in August 1, 2015 and last for 18 months.

**ED Activities:** In collaboration with Commissioner Sussman, a meeting with the EPA Regional Administrator, Shawn Garvin, has been arranged for the purpose of discussing opportunities for greater interaction between the EPA and ICPRB. This meeting is expected to happen on March 12, 2015. Commissioner Madden will attend the meeting also and the Corps has been invited to participate.

**Commissioner Update:** Mr. Gruber informed the Commission that the Corps’ intent is to appoint Ms. Amy Guise, Chief of Water Planning, COE, Baltimore, to be the Alternate Commissioner for BG Savre, Commissioner. They are awaiting, however, the formal Presidential letter appointing BG Savre as the Commissioner to arrive before the alternate designation can be done.

#### **Action Items from December 3 Business Meeting:**

- The Travilah quarry report will be made available to Commissioners soon, once certain concerns of the water utilities are satisfied.
- The Project Status Report portion of each business meeting has a new format, starting with this meeting.
- Two Monthly Talking Points for Commissioners have been distributed and will continue to be sent out periodically.

**Project Status Summary:** Mr. Haywood asked for questions on the status of any project included in the printed Project Status Report included in the meeting briefing package. Some highlights from the questions are included herein.

- **Fish Passage Education Program /726:** The Living Classrooms organization has not received any funding to continue the program with students but the Anacostia Watershed Society has taken on a similar level of involvement. Commissioner Kudlas asked Jim Cummins to provide him

information about the project which he would then forward to DEQ's education office for their consideration.

- **Stakeholder Involvement /802-7:** The new ICPRB website is schedule to be launched next week.
- **WV Filamentous Algae Survey Year 3 /763: Commissioner Campbell indicated that WV DEP is considering continuing and perhaps** expanding this project for another year. Staff will follow up with WV.
- **Potomac Basin Comprehensive Water Resources Plan /300:** The survey to identify water resources challenges was sent out to stakeholders. Responses have been received already from many key agencies and staff are making efforts to get responses from each jurisdiction. Ms. Guise offered to get responses from the USACE and other federal agencies.

**Reassessing Strategic Plan Timeline:** Commissioner Brakel's options for improving the current strategic plan, included in the meeting book, were discussed. The first option is to leave the Strategic Plan (SP) as is. The second option is making minimal edits and update the introductory paragraphs. The third option is to create a working group of Commissioners and staff to review the plan and develop some revisions to the SP. The fourth option is to have a complete review of the SP at a designated date and time including all Commissioners and staff. **Commissioner Stanley made a motion to form a task force to review the options presented by Commissioner Brakel and come up with specific language changes for the plan. The recommended option was characterized as "2+". The motion was seconded by Commissioner Madden. All were in favor.** Commissioner Kudlas asked that the task force be formed at this time and Commissioners Stanley, Madden, Holland, volunteered to participate along with Commissioner Brakel and Mr. Haywood. Dr. Brakel and Mr. Haywood will arrange for the task force to have recommendations ready for the Executive Committee in time for its conference call in April.

**Federal Team Update:** Mr. Haywood reported that a meeting with the EPA has been scheduled and all Federal commissioners are invited to participate.

## **NEW BUSINESS**

**FY2015 Budget Amendment:** A revised budget for approval was handed out at the meeting. The revised budget included generally minor changes in various line items to reflect current estimates of FY15 revenue and expenses. The net result is a decrease of total revenue less expenses of \$15,313.

**Commissioner Kudlas made a motion to approve the budget as amended, which was seconded by Commissioner Stanley. All were in favor.**

**Upstream Water Supply Issues and Options/Guidance from Commissioners Requested:** While the original request for a report on upstream water supply issues (December meeting) was in the context of the CO-OP Section, Mr. Haywood recommended that the full ICPRB Commission should consider the issue because it is basinwide while CO-OP has jurisdiction over a limited area only. Heidi Moltz presented some preliminary results from the Consumptive Use database now in development that showed that selected watersheds in all the jurisdictions may have current or future water supply shortages during drought. Cherie Schultz presented a "white" paper describing current issues regarding water supply reliability with suggestions for how ICPRB might address them in the future.

Commissioners agreed that there is a need to address problems of supply reliability, climate resilience, bio-terrorism, etc. They also agreed that ICPRB should take steps to address these problems. The Commissioners also stressed, however, that ICPRB should coordinate its activities with the member jurisdictions in order to avoid conflicting messages to the public. Mr. Haywood noted that some of the activities proposed in the white paper will be accomplished by development of a basinwide Comprehensive Plan, which is an on-going ICPRB activity. He indicated also that staff will consult with state and local jurisdictions to make sure that there is agreement on the problems to be addressed And public messages are consistent with the states.

**Fairview Beach Watershed Plan:** Dr. Moltz presented a review of this project recently completed for VA DEQ. This project was to develop a solution for a bacteria impairment with a watershed plan as an alternative to a TMDL. The study area consisted of a small beachfront along the Fairview Beach community where impairments were found along with its contributing watershed. The approach was based on EPA's nine required elements for a watershed plan. Taking this approach makes some of the necessary remediation activities eligible for funding from the EPA.

**COMMISSIONER'S TIME:** Chairman Zemba informed the Commission that Mr. John Quigley, former ICPRB Alt. Commissioner, has been appointed as Acting Secretary of PA DEP. Commissioner Kudlas indicated that he would like some time on the agenda at the next meeting to talk about the method VA has developed to forecast drought events. He also will describe this method at the April LFAA meeting, including their forecast for next summer.

**DATE & LOCATION FOR JUNE MEETING:** The next meeting will be hosted by DC on June 1 and 2, 2015. Information about location and a Monday afternoon trip will be forthcoming.

**ADJOURNMENT:** Commissioner Kudlas made a motion to adjourn, which was seconded by Commissioner Sachs. All were in favor. The meeting adjourned at 12:38PM.

Minutes Draft By: Bo Park, Director, Administration

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