

**INTERSTATE COMMISSION ON THE POTOMAC RIVER BASIN  
CO-OP SECTION**

**FIRST QUARTER 2019  
DECEMBER 4, 2018**

**USGS LEETOWN SCIENCE CENTER  
KEARNEYSVILLE, WV**

**FINAL MINUTES**

**CALL TO ORDER:** Chairman Sussman called the First Quarter 2019 CO-OP Meeting to order at 8:34 AM on December 4, 2018. The following Commissioners, staff, and guests were in attendance in whole or in part.

**Commissioners**

**United States**

Robert Sussman (Chair, Commissioner)

**District of Columbia**

Hamid Karimi (Commissioner)

Willem Brakel (Commissioner)

Tiffany Potter (Commissioner)

James Tsai (Alt. Commissioner)

**Maryland**

Virginia Kearney (Alt. Commissioner)

Robert Lewis (Commissioner)

Nancy Hausrath (Alt. Commissioner)

**Virginia**

Scott Kudlas (Alt. Commissioner)

Paul Holland (Alt. Commissioner)

**West Virginia**

John Wirts (Alt. Commissioner)

**Staff and Guests**

**Staff**

Carlton Haywood (Executive Director)

Robert Bolle (General Counsel)

Bo Park (Dir, Administration)

Cherie Schultz (Dir, COOP Operations)

Curtis Dalpra (Communications Manager)

Claire Buchanan (Dir, Program Operations)

Dorothy Hunter (Admin Coordinator)

**Guests**

Tom O'Connell (Host, USGS, Leetown SC)

Valerie Cappola (USCOE, NAD)

Rhonda Manning (PA, DEP)

Jeff Seltzer (DC, DOE)

Matt Kearns (WV, DEP)

Pam Kenel (Loudoun Water)

Mary Jane Bolle (Visitor)

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

**APPROVAL OF MINUTES:** Commissioner Lewis made a motion to approve the Minutes, which was seconded by Commissioner Karimi. All were in favor.

**OLD BUSINESS**

**Follow-up from June Action Items:** Mr. Haywood provided two follow-up action items from the last meeting. Chairman Sussman asked for options for broader consideration for the Commission to be more involved in the Water Supply Coordination Agreement. Dr. Schultz has been a main representative in the workgroup. Updates will be provided later in this meeting. A written report on the drought exercise was asked to be distributed to the

commissioners. The drought exercise occurred last Friday. An update will be provided later in this meeting and a report will be shared with the commissioners when it is written.

### **Section's Quarterly Report**

**2018 Annual Drought Exercise: Report on Exercise and Demo of Simulation Model:** Dr. Schultz gave an overview of the drought exercise conducted last Friday. The 2018 Annual Washington Metropolitan Area (WMA) Drought Exercise was held on November 30 at Fairfax Water's Griffith Water Treatment Plant in Lorton, Virginia. The purpose of this year's exercise was to explore the cooperative system under extreme drought conditions that require allocations under the Low Flow Allocation Agreement (LFAA). This day-long exercise had two objectives that were considered from a policy and management level perspective:

1. To test the mechanisms in the LFAA for allocating water during an extreme drought, and
2. To explore the interactions between multiple drought management plans that encompass the Potomac River and the Washington Metropolitan Area.

A new interactive computer model, a Shiny application constructed using the R-scripting language, was developed to support the exercise. The model simulated, on a daily basis, the physical and decision processes that determine operations of the WMA water supply system, including flow in the Potomac River, water withdrawals, and reservoir releases. It also displayed the triggers and decision thresholds related to regional drought response: CO-OP operational status, LFAA drought stage, Metropolitan Washington Council of Governments (MWCOC) drought plan stage, and Maryland and Virginia state drought plan stages. Inputs for the simulation model were derived from a climate change projection considered in Part 2 of ICPRB's 2010 water supply study.

The exercise was attended by about 60 people including the LFAA Moderator and Standby Moderator, and representatives from the regional water suppliers, Maryland and Virginia water supply, health, and natural resources agencies, the District Department of Energy and the Environment, ICPRB, MWCOC, the National Weather Service's Middle Atlantic River Forecast Center, and the US Environmental Protection Agency. The audience engaged in spirited and productive discussions on topics including the likely effectiveness of state and regional drought declarations, the timing of the declaration of mandatory restrictions under the MWCOC drought plan, and possible impacts of LFAA emergency water rationing on water distribution systems and on human health and safety. ICPRB staff will meet with the consultants that provided organizational and facilitation support for the exercise, Policy Works, to discuss lessons learned, post-exercise action items, and the content of the written exercise summary.

**Loudoun Water's Proposed Modification to Its Virginia Water Protection Permit:** Dr. Schultz informed the Commission that Loudoun Water has applied for a modification to its water withdrawal permit from the Potomac River to allow water from Goose Creek Reservoir to be transported on an emergency basis to the Trap Rock Water Treatment Facility via a new pipeline connecting the existing Goose Creek intake to the new Potomac raw water transmission line. The CO-OP water suppliers asked staff to perform an analysis on the effects to the COOP utilities' system. The analysis found that under historical flow conditions, Loudoun Water operations under the modified permit would benefit the CO-OP system as it would add additional resources. Commissioner Kudlas added that Dr. Schultz was invited to the interagency permit panel as an observer. The permit modification process in this case does not require public comment. Commissioner Kudlas could not forecast when DEQ would make its decision on the permit modification.

**Financial Statement:** Mr. Haywood reported that the Section is on track financially. In response to a question, he said that the net asset amount serves as a reserve and a portion could be used for future special projects contingent on COOP utilities approval.

**FY2019 COOP Work Plan and Budget:** Dr. Schultz presented the budget for FY2019 that was approved by the utilities back in September. It was provided to the commissioners for information only.

**ADJOURNMENT**

**Commissioner Kearney made a motion to adjourn the meeting, which was seconded by Commissioner Lewis. All were in favor. The CO-OP Section meeting adjourned at 9:34AM.**

Draft Minutes written by: Bo Park, Director, Administration  
Reviewed by: Cherie Schultz, Director, CO-OP Operations  
Approved by: H. Carlton Haywood, Executive Director