

## Agriculture Workgroup Expert Panel Organization

The Agriculture Workgroup has identified the following process for launching expert panels including the development of the charge, scope, timeline, and identification of the needed expertise and leadership, and the mechanisms through which future expert panels are staffed and supported. It is important to note that the process outlined here does not depart from the WQGIT's Protocol for the Development, Review, and Approval of Loading and Effectiveness Estimates for Nutrient and Sediment Controls in the Chesapeake Bay Watershed Model.

This framework is informed by the [strawman proposal](#) presented at the December 11, 2014 AgWG meeting, the [WQGIT BMP protocol](#) referenced above, input from existing panelists and chairs, and the process recently undertaken by Virginia Tech (J. Hanson et al).

### **1: Identification of the BMP Review Need**

- AgWG receives from WQGIT or identifies a review need for a BMP (per process described in WQGIT BMP Protocol).
- AgWG will establish a Subgroup and lead with support from the Coordinator to scope charge for Expert Panel.
- Subgroup will be composed of 3-5 individuals with knowledge of the BMP and familiarity with the current research and implementation.

### **2: Subgroup**

- The Subgroup will develop the following guidance for the Expert Panel:
  - Scope of definition of BMP(s)
  - Boundaries of BMP(s) to be addressed by the Panel
  - Defined timeline, endpoints, goals and deliverables.
  - Expertise required, prospective panelists
- The Subgroup will draft the charge for the Expert Panel and present it to the AgWG for approval.
- The timeline for the Subgroup will be short in order to expedite launching of Expert Panels.
- AgWG Coordinator will facilitate the Subgroup.

**3: Expert Panel Launch (following AgWG approval of charge)** Expert Panels will be developed through one of the following two pathways (NOTE: Green shaded = AgWG-facilitated Expert Panel; Blue shaded = VA Tech-facilitated Expert Panel; White-areas = Both):

AgWG-Facilitated	Virginia Tech-Facilitated
<p>AgWG Co-Chairs and Coordinator will identify the Expert Panel Chair based upon Subgroup report and pool of expertise and work with the Panel Chair to develop the Expert Panel.</p>	<p>Virginia Tech will issue an RFP based on the charge and input of the Subgroup that will result in the identification of the Panel Chair and Panelists through a competitive process.</p>
<p>Based on WQGIT BMP Protocol, the Panel composition includes:</p> <ul style="list-style-type: none"> <li>○ Three recognized topic experts</li> <li>○ Three individuals with expertise in environmental and water quality-related issues</li> <li>○ One representative from the WTWG</li> <li>○ One representative from the CBP modeling team</li> </ul> <p>NOTE: The AgWG recommends that it's panels be smaller per the minimum composition requirements described in the BMP Protocol.</p>	
<p>A representative of NRCS who is familiar with the practice standards should be included as one of the six individuals who have topic- or other expertise.</p>	
<ul style="list-style-type: none"> <li>• An Open Stakeholder Forum will be convened by support staff prior to the first meeting of the Expert Panel. <ul style="list-style-type: none"> <li>○ Subgroup recommendations for the Expert Panel would be reported ahead of the Open Stakeholder Forum.</li> <li>○ Full jurisdictional participation isn't required on the expert panels. The Open Stakeholder Forum should be the vehicle through which full jurisdictional AND stakeholder input is received ahead of the Panel Report.</li> </ul> </li> <li>• Jurisdictional and stakeholder input would also be solicited during monthly updates from the panel chair to the Agriculture Workgroup.</li> </ul>	
<p>The Expert Panel will have support from:</p> <ul style="list-style-type: none"> <li>○ Ag Technical Support Staff (new hire, UMD)</li> <li>○ TetraTech</li> <li>○ CRC staffer</li> </ul>	<p>The Expert Panel will have support from Virginia Tech staff.</p>
<p>TetraTech will:</p>	

<ul style="list-style-type: none"> <li>• Serve as an intermediary to ensure QA/QC in all aspects of developing the Panel Report</li> <li>• Draft the report based on the Expert Panel findings and input</li> <li>• Ensure that BMP Review protocol is in place including requirements for defining verification</li> </ul> <p>Expert Panel will be asked to provide guidance on verification as needed</p> <p>Expert panels will be provided resources to support face-to-face meetings (including travel if appropriate) as needed via the UMD contract with USEPA</p>		<p>Expert Panel will be provided resources to support the Chair and Panelists via the VT contract with USEPA</p>
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#### 4: AgWG and WQGIT Review Process

- TetraTech and Virginia Tech will deliver the Panel Report drafts to the AgWG for review.
- Feedback loops to the Panel will be facilitated by TetraTech and Virginia Tech.