

Attachment A

Chesapeake Bay Program BMP Verification Review Panel BMP Verification Review Panel 2015 Schedule and Responsibilities Updated February 10, 2015

October 2014-September 2015: Panel members available to provide expert advice to the jurisdictions upon request.

January 28: BMP Verification Panel conference call.

February: Rich Batiuk meets with the six CBP Sector/Habitat Workgroup coordinators to draft up the sector based evaluation sheets. Rich then works with Dana York to develop initial draft jurisdictional BMP verification program evaluation forms.

March: Draft jurisdictional BMP verification program evaluation forms are distributed to Panel members for review and comment.

March: BMP Verification Review Panel conference call (if needed).

April: Revised draft jurisdictional BMP verification program evaluation forms, reflecting responses to Panel members' feedback, are distributed to CBP Water Quality Goal Implementation Team (WQGIT) members for review and comment.

May: Final jurisdictional BMP verification program evaluation forms are distributed to Panel members and WQGIT members.

May: Jurisdictions let Dana York and Rich Batiuk know if they plan to include statistical sampling surveys as part of their sector specific BMP verification protocols and procedures.

June 22: Jurisdictions submit their draft jurisdictional BMP verification programs quality assurance plans.

June 23-29: Chesapeake Bay Program Office staff reviews the draft jurisdictional BMP verification programs quality assurance plans for completeness.

June 30: Chesapeake Bay Program Office staff distribute draft jurisdictional BMP verification programs quality assurance plans along with the evaluations of completeness to the BMP Verification Review Panel members.

July 1: Panel members receive a complete package of all seven jurisdictions' proposed BMP verification program descriptions in the form of quality assurance project plans along with evaluation forms.

July: Convene statistical survey design review group to review jurisdictional statistical BMP verification processes.

July 1-17: Panel members review each of the seven jurisdictions' verification program documentation and rates them using the approved evaluation form.

July 20: Panel members submit electronic version of their completed evaluation forms for all seven jurisdictions to Rich Batiuk and David Wood.

July 20: Statistical survey design review group provides recommendations to Chesapeake Bay Program Office staff to forward to Panel.

July 21: Chesapeake Bay Program Office staff compile all the Panel's completed evaluation forms by jurisdiction and distribute the jurisdiction specific evaluations to the Panel members.

July 30-31: Panel members meet to discuss the combined jurisdiction evaluations, work through any differences between Panel members, and reach agreement on what further work is needed/what more documentation is requested from each jurisdiction.

August 7: Each jurisdiction receives a compilation of the Panel's evaluations and recommendations on the additional work needed and the additional documentation requested.

August 27-28: The Panel meets with each jurisdiction to discuss the Panel's review, working collaboratively to address comments, concerns, and recommendation put forth by the Panel.

September 1 through October 1: Continued collaboration between jurisdictions and Panel members via individual calls and conference calls, as requested, to work through the Panel's comments and recommendations.

October 2: Final draft set of jurisdiction specific Panel recommendations distributed to Panel members for one final review and feedback to Dana York.

October 16: Dana York sends the Panel's written feedback and recommendations on each jurisdiction's verification program to the CBP's BMP Verification Committee, Management Board, Principals' Staff Committee, and the seven watershed jurisdictions.

October 19-November 16: The seven jurisdictions are given the opportunity to provide EPA with their responses to the Panel's findings and recommendations on their proposed verification program.

November 16-December 18: EPA reviews/approves each jurisdiction's verification program or requests specific enhancements to address the Panel's recommendations prior to EPA approval.

January 2016: Dana York makes the Panel's final narrative and verbal report out on its recommendations on each jurisdiction's verification program to the CBP's BMP Verification Committee, Management Board and Principals' Staff Committee then sunsets the Panel.