

Federal Facilities Workgroup Minutes



Date: July 11 2017

Time: 10:00 A.M. – 12:00 P.M.

Call-in: 866-299-3188

Code: 410-267-5731

Adobe Connect Link: <http://epawebconferencing.acms.com/FFWG/>

Meeting Webpage: <http://www.chesapeakebay.net/calendar/event/24546/>

Members in Attendance

Pauline Adams, USDA - FS	James Davis-Martin, VDEQ, <i>Co-Chair</i>	Alana Hartman, West Virginia	Ted Tesler, PADEP
Matt Breitenother, USACE	Olivia Devereux, Devereux Consulting	Marian Norris, NPS	Katherine Wares, CRC, <i>Staffer</i>
Joel Campbell, USGS	Sarah Diebel, DOD, <i>Co-Chair</i>	Gregorio Sandi, MDE	Bob Williams, Navy
Sally Claggett, USFS	Jim Edwards, EPA	Marian Norris, NPS	National forests?
Russell Clarke, GSA			

Agenda Item, Discussion Lead and Desired Outcome	Time	Materials, Notes, and Action Items
Introductions (Discussion Lead: Sarah Diebel, DOD Navy)	10:00-10:15	Summary of Action Items from March Meeting: <ul style="list-style-type: none"> • Jeff will continue working with states leads to investigate under reporting. In Progress • Kelly and Greg will start working on the Federal Facility WIP III guide and will ask for volunteers for the small group at the April meeting In Progress • Matt Johnson will work with state leads and Katherine to set up calls regarding BayFAST and reporting templates. In Progress • Sarah will email Jim Edwards about reporting. Complete
BMP reporting and planning deliverables and deadlines (Discussion Lead: Jim Edward)	10:15-10:45	<ul style="list-style-type: none"> • Meeting Notes <ul style="list-style-type: none"> ○ Greg Allen has been working on the annual reporting progress letter to federal agencies, which will be sent out at the end of July. In the past the letter has been sent through the EPA Region 3 Administrator, but it could be sent out sooner if it comes from CBP Director Nick DiPasquale. Jim Edwards asked federal agencies if it makes a difference who the letter comes from. Sarah said that DOD has been doing this

		<p>for several years so it doesn't make a difference. Jim Edwards told agencies that complete reporting is critical as we lead up to the Phase 6 model. Improved accuracy and completeness will ensure accurate model outputs so it is important to be thorough. Greg Allen will send the list of addresses for review prior to mailing the letter. James Davis-Martin asked if the FFWG could review the draft of the letter. Jim said that is possible.</p> <ul style="list-style-type: none"> ○ This year EPA will need 2017 progress data (June 2016 through May 2017 BMPs) by March 2018 and 2018-2019 milestone BMP by January 2018. Progress data is due to states in September and milestones are due to states in November. The dates will also be stated in the letter. Sarah Diebel asked if EPA will be looking for both types of WQ data, programmatic and implementation. Jim responded yes. ○ Marian Norris asked what terminology/version of the model should be used for reporting. James Davis-Martin said states are required to report in both versions for 2017, but that federal agencies should check with states to see how they should report; in Virginia, federal agencies can report in version 5.3.2 terminology and Virginia can convert it to version 6. Greg Sandi said that Maryland will be using the same templates, and that his goal is to put it all into one reporting system, but for now agencies can report in 5.3.2 and they will convert into phase 6. Ted Tesler said that Pennsylvania uses the same system as Virginia, but it will not be online, so agencies just need to fill out the template form and they will convert it. Ted said for milestones, it would need to be reported in CAST and they are planning a phase 5 update complete by October 1st. James said for Virginia that using template in lieu of CAST is fine, but don't upload it into BMP warehouse, send it James or Bill Keeling. Agencies should check with their states during reporting to see what is required and states are equipped to convert. ○ ACTION: Clarify the action of Matt Johnson will work with state leads and Katherine to set up calls regarding BayFAST and reporting templates. Follow up with states to see how they are going to report. ○ Marian Norris said she is having issues in CAST regarding National Park Service acres. She cannot tell if the acres are for the entire country or for the portion within the Chesapeake Bay Watershed. ag issues in CAST
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CAST Demonstration (Discussion Lead: Olivia Devereux)	10:45-11:45	<ul style="list-style-type: none"> • <u>Meeting Notes</u> <ul style="list-style-type: none"> ○ Olivia Devereux led a demonstration of CAST which can be found at cast.chesapeakebay.net ○ From the CAST home screen, you go to “View Source Data” where you can download an excel spreadsheet with information on load sources, agencies, BMPs, animals, geographic references, and delivery factors. ○ Registering and creating a login and password in CAST will allow users to run scenarios. Under the Scenarios tab, there are “Shared Scenarios” which includes 1984 Progress to 2013 Progress, WIP II from Phase 5.3.2, two 2010 No Action scenarios, and two E3 scenarios. Olivia said a glossary of shared scenario descriptions can be added to documentation. Also under the Scenarios tab is “My Scenarios” which allows you to add new scenarios and lists scenarios you have created. ○ When adding a scenario, there are pop ups next to each required field that provides more information on how to fill in sections. First, you will provide a name and description. Then, select BMPs available, a geographic scale, a base condition, wastewater data set, and cost profile, For milestones, base condition should be set to the last year of the milestone period. Select “no action” if there are no WWTPs. Then, you can share the scenario with individuals or groups. There is also an option to add BMPs into your scenario or copy BMPs from existing scenarios. When you are done you will save the scenario and it will run. ○ BayTAS has been integrate into CAST so you can do things such as load reports. Under the Results tab, you can view graphs of the total pounds of nutrients and sediment delivered for a scenario, you can create scenario reports which are sent to your email, and you can compare cost and load differences for different scenarios. ○ Under the How To tab, there are user documentation, tutorial videos, webinar recordings, and a schedule of upcoming trainings. ○ Regarding differences between CAST and BayFAST, if you are planning an individual facility or if you disagree with acres of load source you can use BayFAST. You cannot change acres of load source in CAST. BayFAST is still in Phase 5 of the model.
Under reporting update and next steps (Discussion Lead: Jeff Sweeny)	11:45-11:55	<ul style="list-style-type: none"> • <u>Meeting Notes</u> <ul style="list-style-type: none"> ○ Sarah and Katherine will catch up with Jeff via email.

Update, Wrap-up, Next Meeting (Discussion Lead: Sarah Diebel)	11:55-12:00	<ul style="list-style-type: none"> • <u>Looking Ahead</u> <ul style="list-style-type: none"> ○ Discussion of items to be included on next month's agenda. Request for ideas. • <u>Next Meeting:</u> <ul style="list-style-type: none"> ○ Next meeting will be Tuesday August 8th, 10a.m. – 12p.m.
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