

Federal Facilities Workgroup Minutes

Date: November 14, 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: https://www.chesapeakebay.net/what/event/federal_facilities_workgroup_conference_call_november_2017



Members in Attendance

Pauline Adams, USDA FS	Sarah Diebel, DoD, <i>Co-Chair</i>	Katherine Wares, CRC, <i>Staffer</i>
Greg Allen, EPA, <i>Coordinator</i>	Robin Jazxhi, USAR	Aaron Waters, DC DOEE
Luke Cole, DC DOEE	Marian Norris, NPS	Jeff White, MDE
Russell Clark, GSA	Peter Van Dyke, NASA	Adam Wright, DoD
Liz Dawson, FWS		

Agenda Item, Discussion Lead and Desired Outcome	Time	Materials, Notes, and Action Items
Introductions (Discussion Lead: Sarah Diebel)	10:00-10:15	Summary of Action Items from October Meeting: <ul style="list-style-type: none"> Discuss the list of specific expectations for federal agencies and a federal agency timeline for WIP development at a future meeting. In Progress Ask Jeff Sweeny to demonstrate CAST visuals on 2017 progress runs and results at a future meeting In Progress Continue discussion on verification guidance Complete Katherine will send the BMP Progress Reporting Table, the Training Slides Outline, and Jim Edward's milestones email with attachments to the workgroup. Complete (sent on 10/11/17)
BMP Verification Policies and Procedures (Discussion Lead: Sarah Diebel) Review federal agency expectations and jurisdiction requirements	10:15-10:45	<ul style="list-style-type: none"> Meeting Material <ul style="list-style-type: none"> CBAT BMP Inspection, Maintenance, and Verification PPT Meeting Notes

		<ul style="list-style-type: none"> ○ To retain credit, BMPs must be properly maintained and inspected, and those actions must be reported. Future reporting will require complete and accurate records of inspection, maintenance, and verification of BMPs. ○ In 2013, Urban Stormwater Workgroup (USWG) convened the BMP Verification Review Panel and developed guidance for BMP verification - the process through which agency partners ensure practices, treatments, and technologies resulting in reductions of nitrogen, phosphorus, and/or sediment pollutant loads are implemented and operating correctly. Credit is renewed or extended based on a visual inspection (or other method) to verify the BMP exists and functioning properly. Based on CBP guidance, verification systems will be developed and finalized by the jurisdiction. At the local lever, to ensure return on investment for BMPs installed to reduce pollutant loads and retain credit for the Bay TMDL, inspections & maintenance must be performed and documented. At the CBP level, to ensure reported BMPs exist and function as intended over their design life, verification is necessary. Each BMP has a different lifespan and credit duration, so those keep these 2 factors in mind. There are upcoming changes to CBP Reporting. In Maryland, MS4 permittees must report BMPs to jurisdiction; template may require reporting of multiple inspection dates. In Virginia, MS4 permittees must report BMPs with inspection and maintenance information via Virginia BMP Warehouse. ○ Inspection and maintenance information will be required in the FY18 data call. To prepare: (1) Separate consolidated BMP records into individual records, (2) Begin compiling information about past inspections and maintenance, (3) Document inspection and maintenance to be performed in the next year, and (4) Leverage existing BMP records. ○ In summary, next year's data call will emphasize inspection and maintenance dates or other required information; and timely and accurate completion and reporting of these activities are key to maintaining credit for BMPs installed. ○ Greg asked is there a format for verifying through non MS4. Sarah said that's something we need to correct, some templates don't ask whether the BMP is part of an MS4 permit ○ Greg said we need to make sure there is no double counting. Sarah said there is a key identifier code on all BMPs so there's no double counting. ○ ACTION: Katherine will send out appendix with verification duration for all BMPs (NEIEN appendix).
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<p>WIP Timeline (Discussion Lead: Greg Allen) Walk through revised WIP timeline and inserting federal actions, deliverables, and due dates</p>	<p>10:45- 11:15</p>	<ul style="list-style-type: none"> • <u>Meeting Material</u> <ul style="list-style-type: none"> ○ PSC Approved Revisions to the Midpoint Assessment Schedule • <u>Meeting Notes</u> <ul style="list-style-type: none"> ○ Greg reviewed the new PSC-approved Midpoint Assessment Schedule and areas that related to the FFWG. Setting local area planning targets and writing of WIP III are of most importance to the FFWG. Lines 4, 5, 13, and 14 of the schedule were reviewed. LINK TO TIMELINE ○ Greg suggested having a work session with FFWG and additional EPA/CBP staff to edit the Midpoint Assessment Schedule and answer FFWG member questions. ○ Draft phase III WIP planning targets will be released followed by a 4 month review phase (December 22 – March 2018) and then finals are put together April and May 2018. Greg asked if members have thoughts on when we should review planning targets to allow agencies to understand what is accepted of them. Sarah said at the January meeting we should review phase 2 versus phase 3 planning targets, have Lucinda or WQGIT provide an update from PSC meeting, and talk about final results of milestones submittal ○ In March or April, the FFWG will have each jurisdiction present objectives and work with local partners to create local planning goals and then talk about federal facilities target goals. Then, a face to face will be held in May or after planning targets have been finalized.
<p>2017 BMP Progress and 2018-2019 BMP Two-Year Milestones, and Programmatic Milestones (Discussion Lead: Greg Allen) Check in on status of data submittal and challenges in complete submission by federal agencies</p>	<p>11:15- 11:30</p>	<ul style="list-style-type: none"> • <u>Meeting Materials</u> <ul style="list-style-type: none"> ○ Draft Progress Reporting Table • <u>Meeting Notes</u> <ul style="list-style-type: none"> ○ A data call from Nick DiPasquale went out for 2017 BMP Progress, 2018-2019 BMP Two-Year Milestones, and Programmatic Milestones. We track how these were reported in a table. Greg and Katherine showed the table to the workgroup. They will continue to work with jurisdictions and federal agencies to get this table right. ○ ACTION: Please let Katherine and Greg know of edits to the table. ○ ACTION: Katherine will add the N/A to the key ○ Sarah shared an issue that DOD has for reporting to states. Each year DOD is going to have to report updates to historic BMP information to Virginia. They need to figure out how to align the DOD inventory with what is in the

		BMP warehouse, the historic BMPs have to be changed and depending on state reporting there can be issues.
New Member Training (Discussion Lead: Russell Clark) Review new member orientation slide outline and see if members have input or comments	11:30-11:50	<ul style="list-style-type: none"> • <u>Meeting Materials</u> <ul style="list-style-type: none"> ○ Federal facility training slides outline .doc • <u>Meeting Notes</u> <ul style="list-style-type: none"> ○ Russ shared an outline for a new member training. He opened it up to group for edits and for comments on what they'd like to see. ○ Suggestions included: <ul style="list-style-type: none"> ▪ imbedding links to resources on CBP website ▪ adding a map of facilities in watershed, LU information, targets, and CAST resources ▪ having speaker notes with the slides ▪ including information on verification and accountability ▪ showing it to EPA/CBP staff. ○ <i>ACTION:</i> Sarah and Russ will work on a first draft of the new member training PowerPoint. Members will assist by sending any helpful information such as a map of facilities and fact sheets.
Update, Wrap-up, Next Meeting (Discussion Lead: Sarah Diebel)	11:50-12:00	<ul style="list-style-type: none"> • <u>Looking Ahead</u> <ul style="list-style-type: none"> ○ New member training PowerPoint ○ Midpoint Assessment Schedule Work session ○ January meeting review phase 2 versus phase 3 planning targets, have Lucinda or WQGIT provide an update from PSC meeting, and talk about final results of milestones submittal. In March or April, the FFWG will have each jurisdiction present objectives and work with local partners to create local planning goals and then talk about federal facilities target goals. Then, a face to face will be held in May or after planning targets have been finalized. ○ Review agency systems for reporting MS4 and nonMS4 BMP. • <u>Next Meeting:</u> <ul style="list-style-type: none"> ○ Next meeting will be Tuesday December 12th, 10a.m. – 12p.m.