Chesapeake Bay Program
Watershed Technical Workgroup (WTWG)
Meeting Minutes
Thursday, September 7th, 2023
10:00 AM to 10:50 AM
[Meeting Materials](#)

Summary of Actions and Decisions

Action: WTWG jurisdictional members who don't intend to make changes to their 2022 QAPP should email Ruth ([rcassilly@chesapeakebay.net](#)).

Action: WTWG members will have time to review the BMP Transparency Reporting example spreadsheet, located on the September Meeting Page. The WTWG will make a decision on adopting the new format at the October Meeting.

Action: WTWG members with feedback on CAST23 should reach out to Lee McDonnell ([McDonnell.Lee@epa.gov](#)) and cc Olivia Devereux ([olivia@devereuxconsulting.com](#)). Please try to provide feedback by **October 6th.**

Decision: The WTWG approved the August Meeting Minutes. Please email Cassie Davis, NYSDEC ([Cassandra.davis@dec.ny.gov](#)) with any questions or comments.

Meeting Minutes

10:00   **Introductions and Announcements** – Cassie Davis, NYSDEC (20 min).
- *Please put your name and affiliation in the chat box for attendance purposes. Thank you!*
- **Decision requested:** Approval of August Meeting Minutes.
Decision: The WTWG approved the August Meeting Minutes.
- 2023 Progress Schedule – Ruth Cassilly, UMD
  - Ruth provided an update on the 2023 Progress Schedule, focusing on the QAPP and current BMP data submission windows.
    - QAPPS were due Sept 1 and Ruth received QAPPs from almost all jurisdictions. Ruth reached out to late jurisdictions this morning. As of Aug 1st, could submit land use data and CAFO AFO
    - As of Sept 1st, could submit associated QAPP refinements. Ruth went over review process and timeline. Final QAPPs are due Dec 1st with any additional changes from current review and any other changes you need to make due to changes to data or other issues
    - Point source data submissions can begin, due by Dec 1st, biosolid, ag spray irrigation, etc
    - The full 2023 Progress Schedule is on the [calendar page](#).

Action: WTWG jurisdictional members who don't intend to make changes to their 2022 QAPP should email Ruth ([rcassilly@chesapeakebay.net](#)).

: Thanks to NY for their data submission. Thanks to PA for thoughtfully anticipating their data submissions and making their state system design work well with the CBPO system. Thanks to VA for submitting their WW data.
Ruth

- AgWG Decision Updates from August AgWG meeting – Sushanth Gupta, CRC
  - o AgWG voted to approve the methodology for PA's non-intrusive verification pilot project and VA's Tillage Survey Verification project.

10:20 **Review and Discussion of Jurisdictional Progress Reporting + CAST23 Update** – Olivia Devereux, Devereux Consulting (25 min)

Olivia discussed whether this is a good direction for next year's progress since there were several questions from the group during the August meeting on workload associated with this shift.

Olivia explained that we need to move forward or pull the plug on simplifying reporting and making sure reports are clearer and easier (see Olivia's presentation from last month). She went over the proposed changes/updates. Olivia explained that she had heard from people that the old spreadsheet was excessively complex, so they designed spreadsheet that collapsed most of the information into one place (a tab on the spreadsheet) which Olivia presented on last month. Olivia said that she can pull the plug if needed. She said that she got request last time to add a column for inspection status (pass/fail) so that has been implemented, didn't get any other comments.

Olivia then provided a 2 minute update on CAST23.

Olivia explained that we have CAST19 which is current and the future version which is CAST23. [on CAST scenario page]. You can click on CAST23, the ugly blue background is intentional. You can see the update history. Olivia went over the process to contact Lee to get access to CAST23. The deadline for review of CAST23 is **October 6th**. AgWG is working on timing.

Discussion:
Holly Walker: I would be interested in a quick refresher. I'm new to this progress stuff and curious what this changes.
Alana Hartman: I think one of the changes is that all the data on NEIEN appears on one tab now, the validation tab, so you don't have to switch between BMPs that had an error and those that made it through. I liked that.
Olivia Devereux: Thanks for that feedback, Alana. [Opens CAST page] As an example, DE has these reports that they can download for each submission made last year. You can see we've got the README, error summary, various error tabs, and NEIEN BMP errors, about 10 tabs which

is a lot. [Basically, Olivia is just reviewing the difference between the new and old report styles (new = proposed)]

Alana Hartman (in chat): The old report is faster to use for analysis if your questions are things like "which entries had errors I need to deal with?" or "what are the totals of certain BMPs that made it through NEIEN and/or through CAST?" The new report is faster if you want to see the whole universe of BMPs in NEIEN and/or CAST. Then you just have to do a little filtering to get a list of those that had errors, or those that made it through. Filtering is quick, so it's not a big difference in time. I think the advantage to the new format is having it all on one tab. I can see how others might have a different personal preference, though.

Alicia Ritzenthaler (in chat): I like this new all-on-one-page error report. I think this simplified approach would be helpful at DOEE.

Elizabeth Hoffman (in chat): I like this streamlined version as well, helpful to see the whole picture.

Cassie opened up questions on 2023 progress reporting. Bill brought up that he was waiting on emails and that he didn't like the 1-1 video chats and wanted things in writing with an analysis that states something like "this BMP was 3 standard deviations above the norm".

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10:30   **Group Discussion of CAST19 2023 Progress Reporting** – Cassie Davis, NYS DEC (25 min)

Olivia Devereux (in chat): The protocols have not changed from last year and are posted here: https://www.chesapeakebay.net/what/event/watershed-technical-workgroup-wtwg-conference-call-december-2022. The schedule is here, and I will add the protocol for verification to that section. https://cast.chesapeakebay.net/Home/TMDLTracking#progressReportingSection.

Next Meeting: **Thursday, October 5th, 2023, from 10:00 AM – 12:00 PM.**

Participants

Alana Hartman, WVDEP	Ashley Kelly, DoD
Alicia Ritzenthaler, DOEE	Bill Keeling, VA DEQ
Arianna Johns, VA DEQ	Cassie Davis, NYSDEC
Ashley Hullinger, PA DEP	Chris Brosch, DDA

Clint Gill, DDA
Elizabeth Hoffman, MDA
Emily Dekar, USC
Eugenia Hart, Tetra Tech
Gregorio Sandi, MDE
Holly Walker, DE DNREC
Jackie Pickford, CRC
Jeff Sweeney, EPA
Jeremy Hanson, CRC
Kevin McLean, VA DEQ
Kimberly Dagen, SRBC
Leon Tillman, USDA

Lori Brown, DE DNREC
Matthew Kofroth, LCCD
Nicole Christ, MDE
Normand Goulet, NVRC
Olivia Devereux, Devereux Consulting
Ruth Cassilly, UMD
Samuel Canfield, WVDEP
Sarah Lane, MD DNR
Scott Heidel, PA DEP
Sushanth Gupta, CRC
Tom Butler, EPA
Tyler Trostle, PA DEP

Acronym List

[DC] DOEE: DC Department of Energy and Environment
AgWG: Agriculture Workgroup
BMP: Best Management Practice
CAST: Chesapeake Assessment Scenario Tool (user interface for the CBP Watershed Model)
CBP: Chesapeake Bay Program
CRC: Chesapeake Research Consortium
DDA: Delaware Department of Agriculture
EPA: [U.S.] Environmental Protection Agency
FIPS: Federal Information Processing Standards
HRPDC: Hampden Roads Planning District Commission
LCCD: Lancaster County Conservation District
MDA: Maryland Department of Agriculture
MWCOG: Metropolitan Washington Council of Governments
NEIEN: National Environmental Information Exchange Network
[USDA] NRCS: Natural Resource Conservation Service
NVRC: Northern Virginia Regional Commission
NYS DEC: New York State Department of Environmental Conservation
QAPP: Quality Assurance Project Plan
TA: Technical Appendix
TMDL: Total Maximum Daily Load
UMD: University of Maryland
USC: Upper Susquehanna Coalition
WQGIT: Water Quality Goal Implementation Team
WTWG: Watershed Technical Workgroup
WW: Wastewater