# Federal Facilities Workgroup
# Minutes

**Date:** October 10, 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_october_2017

## Members in attendance

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| Pauline Adams, USDA FS | Kelly Gable, EPA | Jack Lady, Army | Patrick Timm, Army |
| Russel Clark, GSA | Dana Jackson, USDA | Marian Norris, NPS | Katherine Wares, CRC, *Staffer* |
| Luke Cole, DC DOEE | Robin Jazxhi, USAR RSC | Elisa Ortiz, Army | Aaron Waters, DC DOEE |
| James Davis-Martin, VDEQ, *Co-Chair* | Rachelle Knight, Navy | Greg Sandi, MDE | Adam Wright, DoD |
| Sarah Diebel, DoD, *Co-Chair* | Michael Khalamayzer | Ted Tesler, PA DEP | |

| Agenda Item, Discussion Lead and Desired Outcome | Time | Materials, Notes, and Action Items |
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| **Introductions** (Discussion Lead: Sarah Diebel, DoD) | 10:00-10:15 | **Summary of Action Items from September Meeting:**<br>• Discuss the list of specific expectations for federal agencies and a federal agency timeline for WIP development at a future meeting. **In Progress**<br>   ○ James said that due to delays in the model, the schedule for draft planning targets and draft and final WIPs has shifted been shift back by about 7 weeks. When the calendar is finalized we will bring it to the workgroup. The 2-day PSC meeting in October has been changed to a conference call on October 30th. There will be a 2-day meeting December 19 and 20, which is when decisions on climate change, Conowingo, draft planning targets, and accounting for growth will be finalized.<br>• Ask Jeff Sweeny to demonstrate CAST visuals on 2017 progress runs and results at a future meeting **In Progress**<br>• James will check to see if everyone can view the construction database and will bring it back to next meeting or send a note the BMP warehouse. **In Progress** |

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| | | <ul><li>o People should be able to view the BMP warehouse. Virginia is hosting a BMP Warehouse 2017 Updates webinar on October 17th at 2pm. Sarah forwarded the webinar information to the FFWG with this month's agenda.</li></ul><ul><li>Olivia will compile table of load sources that have federal agencies assigned to them and a summary of acres for each agency load sources and will send it to Katherine for distribution to the workgroup. **Complete**</li><li>Olivia and Greg will check on the decisions of how federal lands change and will get back to the workgroup. **In Progress** (Consult with Peter Claggett)<ul><li>o There can be changes in land use between 1985 and 2012 (history), but everything beyond 2012 will stay constant.</li></ul></li></ul> |
| **BMP Verification Policies and Procedures** (Discussion Lead: James Davis-Martin, VA DEQ)<ul><li>Refer to email from Nick DiPasquale on verification requirements</li><li>How will verification be incorporated into future BMP reporting?</li><li>Will federal agencies prepare policy and/or SOPs for verification? (target date is October 2018)</li></ul> | 10:15-11:00 | <ul><li>**Meeting Notes**<ul><li>o James reviewed Verification Policies and Procedures for 2018 progress reporting preparation based on Nick DiPasquale's email. Any BMPs without recorded inspection or maintenance within its lifespan will no longer receive credit in the models. Jurisdictions have documents with Verification Policies and Procedures. James asked states to discuss their policies and procedures.</li><li>o Virginia talked about working with federal facilities to make sure they have documents that describe data collection practices.</li><li>o Greg Sandi said Maryland doesn't plan to require a SOP. They rely on COMAR which requires stormwater inspections so they've used that for verification documents. He said the majority of facilities reporting have ms4 templates, and they've been trying to meet with permitees to make the process go smooth.</li><li>o Ted Tesler said Pennsylvania is similar to Virginia and is working with facilities. He said that facilities can roll in with state plans or they can have their own plans.</li><li>o Luke Cole said DC is expecting self-verification. He said they are working on SOPs now so in the interim using facility or state reporting is fine. The reporting based off of stormwater. He said they will let facilities know when their BMPs are set for expiration/verification</li><li>o Sarah said it would be helpful to have clear guidance on what jurisdictions are looking for related to maintenance and inspections. If there are additional actions agencies need to take it would be helpful to have that groundwork laid out specifically in order to make a plan to meet jurisdictions needs.<br>*ACTION*: Continue discussion on verification guidance</li></ul></li></ul> |

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| | | o James asked agencies in multiple jurisdictions if each facility follows different protocols or if it is standardized. Sarah said that DoD follows what their permits require. Marian said the same for NPS.<br>o Sarah said there are states where authority is handed down to the locality for inspecting, approving, writing plans. She asked jurisdictions how they see the transfer of authority that a locality would have versus federal agencies where states are who we report to. Greg said Maryland delegates to localities for what they do, but state and federal land falls to the state. Sarah asked if the state versus local verification are different. Greg said no, it's just faster to have more people do reviewing.<br>o *ACTION:* Send link of best management practices verification committee group |
| **2017 BMP Progress and 2018-2019 BMP Two-Year Milestones, and Programmatic Milestones** (Discussion Lead: Greg Allen)<br>Check in on status of data submittal and challenges in complete submission by federal agencies | 11:00-11:50 | • **Meeting Materials**<br>o First Draft of the BMP Progress Reporting Table<br><br>• **Meeting Notes**<br>o 2017 BMP Progress should have been submitted on October 1st. If you didn't submit this progress data, please sent it to your jurisdictions. Programmatic Milestones are due October 27th and sent to Katherine Wares. Two-Year Milestones in CAST are due November 1st. Sarah emailed Jim Edwards about the differences in due dates for the milestones and asked if they could both be due on the same day, November 1st. Update: Jim agreed, and both sets of milestones are now due November 1st.<br>o Katherine showed a draft of the BMP Progress Reporting Table which shows which agencies have reported BMP progress data to jurisdictions. *ACTION:* Katherine will email the BMP Progress Reporting Table to the workgroup<br>o Adam said Olivia is a great resource for milestone BMPs and using CAST so agencies should reach out to her if they have any questions.<br>o Russ Clarke said he wasn't sure if people responsible for reporting were able to keep up, so he thought it would be helpful for a training or webinar for new people. He has created an outline for what it could be. *ACTION:* Sarah will send Russ's outline to Katherine to send to the workgroup for comment. |
| **Update, Wrap-up, Next Meeting** (Discussion Lead: Sarah Diebel, DoD) | 11:50-12:00 | • **Looking Ahead**<br>o Send update POCs to everyone |

|  |  | <ul><li>○ Ongoing discussion on verification and guidance</li><li>○ New member webinar</li></ul><p></p><ul><li>**<u>Next Meeting:</u>**<ul><li>○ Next meeting will be Tuesday November 14<sup>th</sup>, 10a.m. – 12p.m.</li></ul></li></ul> |