CHESAPEAKE BAY PROGRAM
WATER QUALITY GOAL IMPLEMENTATION TEAM
FEBRUARY 10, 2014
CONFERENCE CALL MINUTES

ACTION ITEMS AND DECISIONS

DECISION: WQGIT members approved the Urban Stormwater Workgroup's Homeowner BMP Crediting Memo.
ACTION: Lucinda Power will revise the Midpoint Assessment Timeline graphic and Critical Path Forward spreadsheet to reflect comments received by the membership.
ACTION: Lucinda Power will coordinate with the WQGIT Workgroups to incorporate all midpoint assessment priorities and associated information in the Critical Path Forward spreadsheet.
ACTION: The Modeling Workgroup will be revising their schedule to fit in with the WQGIT's overall schedule format.

WORKGROUP UPDATES

Agriculture WG
- The AgWG will be voting on a new Chair this Thursday, February 13th. Mark Dubin will update the WQGIT on the voting results during the 3/10 WQGIT call.
- The Ag Subgroup on functional equivalents had their first meeting recently. They will be meeting in March to develop recommendations on how to deal with functional equivalents specifically in MD. These recommendations will then be submitted to the AgWG for their review.
- The AgWG will be finalizing their verification recommendations this Thursday.
- Post meeting note: The February 13th AgWG meeting was cancelled due to weather conditions; the decisions outlined above will be made at the March 13th meeting.

Land Use WG
- The focus of their February meeting was to understand how various jurisdictions would use their own data to generate the proposed Phase 6 land uses. No decisions were requested or made.
- The expectation is that the LUWG will be able to make a decision on the final list of land uses that can be mapped using local data during their April 8th meeting.
- During the March call and April meeting, they also hope to finalize the strategy for filling any land use data gaps and issue a second data call focusing on the following datasets:
    1. Impervious surfaces
    2. Tree canopy
    3. Land Use
    4. Parcel polygons (ideally attributed with land use, zoning, and sewer service but even just the polygons sin attributes will be helpful work)
    5. Sewer service area boundaries
    6. Streams (centerlines better than 1:24,000 scale)
- The next call is scheduled for March 11th.

Wastewater WG
- The WWTWG is working to finalize the data template for biosolids and spray irrigation.
- The next call is scheduled for March 4th.

Urban Stormwater WG
- The USWG approved the revised urban verification guidance.
- The USWG approved the Erosion and Sediment Control BMP Panel Report.
- The next call is scheduled for March 18th.

Watershed Technical WG
- The WG approved the Homeowner BMP Memo.
- The Erosion and Sediment Control BMP Panel Report is still under review and discussion.
- The next call is scheduled for March 6th.

BMP Verification
- The Committee reviewed each of the Verification Review Panel's 31 recommendations. On 26 of the recommendations, the Committee decided to incorporate the Panel's recommendations directly into the revised draft basinwide BMP verification framework report. For 5 of the Panel's recommendations, the Committee's responses and decisions on next steps were outlined. A summary of the meeting and the recommendations can be found on the Committee's calendar page: www.chesapeakebay.net/calendar/event/21132/.

Milestones Workgroup
- The date of the next Milestones Workgroup call has been confirmed for March 18th from 1-3pm. Draft agenda topics include:
    o Highlights from the 2012/13 and 2014/15 milestone submissions from the jurisdictions
    o Communication of milestone information on Chesapeake STAT

MINUTES

1. **Welcome/Confirm Call Participants, Recent Workgroup Decisions, and Updates**
   - Jenn Volk, Vice-Chair, reviewed the WQGIT workgroup updates.

2. **WQGIT Governance Protocol**
   - Lucinda Power, WQGIT Coordinator, reviewed the draft governance protocol for WQGIT consideration and feedback. The Principal's Staff Committee will be discussing governance later this month. WQGIT members are encouraged to reach out to their Management Board and PSC representatives. WQGIT will be seeking to establish interim procedures until the PSC and Partnership-wide governance is finalized.
   - CBC: Are the other Goal Teams preparing governance documents?
       o Power: Not at this point; the draft protocol would only apply to WQGIT and its workgroups.
       o Recommend sharing with other Goal Teams to get their ideas and feedback.
   - DoD: Recommend sharing with other Goal Teams for consistency within the Partnership.
       o Volk: The PSC may decide on a Partnership-wide approach. However, if the PSC does not come to a decision at the end of this month, the WQGIT and its workgroups would like to have an interim process established.
   - WV: Recommend that because of TMDL development and implementation, the vote should be limited to one vote per government agency.
   - MDA: Request that there be established procedures for membership of the WQGIT and its workgroups.
   - WV: If voting is required, recommend stronger than a 2/3 majority, such as 6 out of 8.

- Conservation PA: Noted concern about NGO members being excluded from voting. Recommend that remote participants be able to vote.
- DC: Recommend equal weighting for each state, as some but not all jurisdictions have multiple agencies.
- WV: Some issues may only be applicable to states. Recommend that if an issue comes to a vote that each jurisdiction and one federal agency be able to vote.
- VA noted that this group is still subject to overall decision making procedures. The Management Board will likely decide to have voting related to Chesapeake Bay Agreement signatories.
- Conservation PA: Recommend that voting should not be limited to jurisdictions, particularly at the workgroup level, where there may not be enough representation from jurisdictions to have a vote.
- MDE: Recommend that if there is no consensus, important to get the responses from all parties. If the decision is not made at the WQGIT, share how each representative voted.
- WV: Agree that consensus should be the primary method.
- EPA: In some TMDL related votes in the past the WQGIT has used one vote per jurisdiction. However, in other situations the advisory members should be able to voice their recommendations and participate.
- CBC: Who makes final decisions such as approval of BMP panel reports?
  - EPA: Approval of BMP panel reports is final at the WQGIT level. WQGIT may brief the Management Board on certain decisions. Other issues may rise to different levels. If consensus is not reached, the voting protocol may be helpful.
  - Volk: In the case of the upcoming Agriculture Workgroup decision to select a chair, the workgroup will take a vote, and then brief the WQGIT.
- Volk: Request feedback from members about how to decide membership.
- DE: Ask the group to consider eliminating "tidal" from "restoring water quality in the Bay and tidal tributaries".

3. **Approval of Homeowner BMP Memo**
   - Tom Schueler, Urban Stormwater Workgroup coordinator, presented the USWG's proposal for crediting Homeowner BMPs for WQGIT approval (Tom's presentation). The Urban Stormwater Workgroup and Watershed Technical Workgroup have recently approved the memo.
     - This memo serves as guidance for those jurisdictions choosing to submit homeowner BMPs.
   - Jenn Volk asked for any questions or objections to the memo, noting that if there are no objections, the WQGIT will consider this approved.
     - There were no objections.

DECISION: WQGIT members approved the Urban Stormwater Workgroup's Homeowner BMP Crediting Memo.

- VA: Encourage other sector workgroups to take this memo as an example for similar types of BMP reporting.
- MDA: This approach may be adapted for non-cost shared agricultural practices.

4. **Midpoint Assessment Schedule & Critical Path Forward**

- Jenn Volk: In response to requests from jurisdictions for more information about Midpoint Assessment decisions, Lucinda will be presenting two documents for your review. The purpose of this discussion is to gain feedback on the best format for everyone to be informed about the process, particularly the cross sector issues. The Principals' Staff Committee agreed to the following [five principles for guiding the work of the Partnership](#) during the midpoint assessment:
    - o **Continue implementation**, tracking progress, and reporting results with stable tools through at least 2017
    - o **Enhance decision support and assessment tools** to enable successful engagement of local partners
    - o **Incorporate new or refined BMPs** and verification of practices into existing accountability tools and reporting protocols
    - o **Address emerging issues** that may impact current strategies and future plans
    - o **Prioritize midpoint assessment actions** and use adaptive management to ensure water quality goals are met
- The midpoint assessment work plans are posted under the **Projects and Resources** tab on the [WQGIT page on chesapeakebay.net](#).
- Lucinda Power: The [midpoint assessment graphic (pdf)](#) outlines the sequence of high level Partnership decision-making with key actions and issues feeding into the decision making process along the way to the Phase III WIPs. The purpose of the graphic is to clearly illustrate and communicate the major components of the midpoint assessment process, our shared goals, and what needs to happen along the way. The major points in the graphic are based on the WQGIT's MPA discussions in 2012.
- Does the big picture midpoint assessment schedule/decision making sequence illustrated in the graphic make sense?
    - o PA: What is included under decisions of climate change impacts?
        1. Lew Linker (EPA): In 2017 the partnership will decide how to view climate change as an influence on the TMDL. In terms of the tools, the airshed, watershed and estuarine models will be updated to account for climate change. This box refers to the tools that will be available for the inquiry into what the effects of climate change will be.
    - o MDA: Will BMP panel recommendations be complete by 2015 as this timeline suggests?
        1. Gary Shenk (EPA): The Partnership has expressed interest in having a full year for review of the Phase 6.0 modeling tools. If modeling tools are to be final at the beginning of 2017, the year of 2016 will be for review and updates, and all inputs must be available before January of 2016. However, part of the review could be an update to a panel recommendation.
    - o MWCOG: Recommend the details of each decision be included as background to the graphic.
        1. Power: The critical path forward spreadsheet that the WQGIT will be reviewing next will incorporate the specific decision points.
    - o MDE: Recommend outlining the major tasks (currently in blue) with a month and year, and who is responsible to understand timing of decisions.
    - o MWCOG: Recommend bulleted list for the major decisions (currently in blue).

- Are any big picture decision points missing from the MPA graphic?
  - VA: Recommend major deliverables under each of the major decision points, including identification of the inter relationships and dependencies.
  - Spano: Recommend a cross reference between the graphic and the table.
  - MDE: Recommend that the other MPA priorities identified by the WQGIT are fully incorporated into these materials, especially when discussing the outcomes in 2017.
- Lucinda presented the draft critical path forward, which will detail each midpoint assessment priority, the workgroups involved, any factors that could influence the outcome of a priority and the specific decisions and dates for the workgroups, the GIT, the Management Board and the PSC. If WQGIT members are comfortable with this format, Lucinda will work with the workgroups to fill in the remaining MPA tasks.
- Does this template provide all the schedule-related and sequence information members are seeking for the larger midpoint assessment process? If not, what's missing?
  - Recommend including a point of contact on this spreadsheet.
  - Recommend including a simple status update.
  - Recommend color coding to indicate whether tasks are on schedule or behind. Also include dependencies, when one decision depends on another, referencing another cell in the sheet if possible.
  - Separate start date and end date to enable sorting the list by either date.
- What format is ideal for updating WQGIT members on the progress of MPA tasks?
  - EPA: Recommend a combination of formats including regular updates to this spreadsheet and graphic posted online, announcements at WQGIT calls or formal presentations. A face to face meeting may be needed at the larger decision points.
  - MDE: Recommend separating some of the modeling decisions from other policy decisions.
- Lucinda will be working with each workgroup and STAR to fill in the spreadsheet.

ACTION: Lucinda Power will revise the Midpoint Assessment Timeline graphic and Critical Path Forward spreadsheet to reflect comments received by the membership.

ACTION: Lucinda Power will coordinate with the WQGIT Workgroups to incorporate all midpoint assessment priorities and associated information in the Critical Path Forward spreadsheet.

5. **Presentation of WQGIT Workgroup Priorities**
   - Lucinda Power presented the top priorities identified by each of the WQGIT workgroups in recent priority setting discussions. The priorities will be shared with Brian Benham at Virginia Tech as they prepare to convene and coordinate additional panels to review BMPs and other modeling topics.
   - AgWG: Manure treatment technologies and animal waste storage systems BMPs.
     - Workgroup is in the process of defining the rest of the list.
     - Mark Dubin: AgWG will provide their final list once the workgroup has met.
   - USWG: Refine land use loading relationships, complete next round of BMP expert panels including shoreline management, stream buffer-filter strip.
   - WWTWG: Septic, onsite systems expert panels.

- WTWG: Priorities are driven by the source sector workgroups, since most efforts are focused on reviewing and approving BMP panel reports.
- Forestry: Define land use loading rates for urban tree canopy, floodplain riparian, true forest; forest harvesting BMP.
- LUWG: Development of new land use categories and collection of local land use data.
- STAR: Enhanced analysis and explanation of water quality data and attainment of water quality standards.
  - STAR is also working with STAC to have a workshop later this spring to discuss management effects on water quality trends.

6. **Phase 6.0 and Modeling Quarterly Review Updates**
   - Lee Currey (MDE) and Gary Shenk (EPA) updated WQGIT members on the Modeling Quarterly Review held in January and Phase 6.0 progress (Modeling updates presentation).
     - Lee Currey reviewed the schedule and timeline for modeling updates.
     - Gary Shenk reviewed Phase 6.0 updates.
     - Lee Currey reviewed the updates based on the modeling quarterly review.

ACTION: The Modeling Workgroup will be revising their schedule to fit in with the WQGIT's overall schedule format.

Adjourned

Next WQGIT Conference Call:
March 10, 2014
1:30 P.M. – 3:30 P.M.

Participants

Russ Baxter (chair)	VA DEQ
Jennifer Volk (vice chair)	U Delaware
Karl Blankenship	Bay Journal
Marel Raub	CBC
Tom Schueler	CBPO
Mark Dubin	CBPO/UMD
Kim Snell-Zarcone	Conservation PA
Jeremy Hanson	CRC
Emma Giese	CRC
Collin Burrell	DDOE
George Onyullo	DDOE
John Schneider	DNREC
Sarah Diebel	DOD
Jennifer Sincock	EPA
Suzanne Trevena	EPA Region 3
Lucinda Power (Coordinator)	EPA/CBPO
Katherine Antos	EPA/CBPO
Lewis Linker	EPA/CBPO

Nita Sylvester	EPA/CBPO
Gary Shenk	EPA/CBPO
Dana York	Green Earth Connection
Jennifer Tribo	Hampton Roads
Jamie Mitchell	HRSD
Ross Mandel	ICPRB
Bruce Michael	MD DNR
Helen Stewart	MD DNR
John Rhoderick	MDA
Lee Currey	MDE
Dinorah Dalmasy	MDE
Tom Thornton	MDE
Karl Berger	MWCOG
Tanya Spano	MWCOG
Norm Goulet	N. VA Regional Commission
Larry Tennity	NRCS DE
Jackie Lendrum	NY DEC
Ted Tesler	PA DEP
Andy Zemba	PA DEP
Kevin McGonigal	SQRBC
Sally Claggett	USFS/CBPO
Scott Phillips	USGS
James Davis-Martin	VADEQ
Eric Aschenbach	VDH
Alana Hartman	WV DEP
Teresa Koon	WV DEP
Dave Montali	WV DEP