**INTERSTATE COMMISSION ON THE POTOMAC RIVER BASIN**

**SECOND QUARTER 2016**

**BUSINESS MEETING**

**MARCH 1, 2016**

**ICPRB HEADQUARTERS**

**ROCKVILLE, MD**

#### DRAFT MINUTES

#### CALL TO ORDER: Chairman Kudlas called the Second Quarter 2016 Business Meeting to order at 10:08AM on March 1, 2016. The following Commissioners, staff, and guests were in attendance for all or part of the meeting.

**Commissioners**

# West Virginia

Patrick Campbell (Alt. Commissioner)

# District of Columbia

Hamid Karimi (Commissioner)

Willem Brakel (Commissioner)

Annemargaret Connolly (Alt. Commissioner)\*

Tiffany Potter (Alt. Commissioner)\*

**United States**

Darryl Madden (Commissioner, via phone)

Robert Sussman (Commissioner)

**Maryland**

Herb Sachs (Alt. Commissioner)

Robert Lewis (Commissioner)

**Virginia**

Scott Kudlas (Chair, Alt. Commissioner)

Paul Holland (Alt. Commissioner)

**Pennsylvania**

Kelly Heffner (Commissioner)

Lori Mohr (Alt. Commissioner)

Ron Stanley (Commissioner)

Roger Steele (Alt. Commissioner)

**Staff and Guests**

**Staff**

Carlton Haywood (Executive Director)

Robert Bolle (General Counsel)

Bo Park (Dir, Administration)

Claire Buchanan (Dir, Program Operations)

Karin Bencala (Water Resources Planner)

Heidi Moltz (Assoc Dir, Water Resources)

Curtis Dalpra (Communications Manager)

Cherie Schultz (Dir, CO-OP Section)

**Guests**

Chris Kimple (for Commissioner Moul)

Hank Gruber (NAD, USACE)

Henry Williams (citizen)

Wanda Martinez (Environmental Protection Agency)

Arlin Galarza (EPA)

Kevin Clark (EPA)

\*DC Commissioners awaiting official appointment letters from DC Mayor’s Office.

A moment of silence was observed to remember a former Commissioner, Andrew Zemba, who passed recently.

**ADOPTION OF AGENDA: Commissioner Sachs made a motion to approve the Agenda, which was seconded by Commissioner Lewis. All were in favor.**

**DECEMBER 1, 2015 MINUTES:** Commissioner Brakel pointed out that the references to Commissioner Jackson page 3 should be changed to Commissioner Miller. **Commissioner Stanley made a motion to approve with Minutes with the edits, which was seconded by Commissioner Lewis. All were in favor.**

**EXECUTIVE COMMITTEE CONFERENCE CALL**: Mr. Haywood reviewed the topics discussed at the Executive Committee’s January 19 conference call, a summary of which was included in the meeting briefing book.

**EXECUTIVE COMMITTEE MEETING, February 29, 2016:** Chairman Kudlas informed the Commission of a meeting of the Executive Committee the previous evening (Feb. 29), with topics including a review of this meeting’s agenda and plans for the remaining Commission meetings in calendar 2016.

**OLD BUSINESS**

**Executive Director’s Report:** Mr. Haywood reported on: the last quarter’s staff and commissioner changes; financial status and activities; status of action items from the previous meeting; efforts to restore Federal dues payments; and he provided the Commission with an opportunity to ask questions about the staff’s quarterly project status report.

**Update on Basinwide Comprehensive Plan:** Dr. Heidi Moltz briefed the Commission on the current status of development of the Basinwide Comprehensive Plan.

**Federal Agencies Summit:** Mr. Haywood informed the Commission of current plans to devote an upcoming Commission meeting to hearing from Federal agencies on their activities and plans in the Potomac basin. Commissioners provided suggestions on how to organize this event.

Capitalizing on ICPRB’s 75th Anniversary: Mr Haywood informed the Commission of the status of an opinion piece to be submitted to the Washington Post and that the Federal agencies summit might be framed in connection with ICPRB’s 75th anniversary.

**NEW BUSINESS**

**Budget Amendment #2:** **Commissioner Stanley made a motion to approve the budget as presented, which was seconded by Commissioner Holland. All were in favor.**

**EPA and State Spill Prevention Programs:** Guests from the EPA Region 3 oil spill prevention program described their program. Karin Bencala provided a summary of programs in the District of Columbia, Maryland, and Pennsylvania, and Commissioner Campbell summarized the West Virginia program.

**Metrics for website and Facebook:** Curtis Dalpra provided statistics on website traffic, Facebook page visits and likes, and Reservoir newsletter readership.

**DATE & LOCATION FOR JUNE MEETING:** The meeting on June 6 may be in the Montross, VA area. If that arrangement does not work out, the backup location will be at the ICPRB in Rockville, MD.

**ADJOURNMENT: Commissioner Stanley made a motion to adjourn the meeting, which was seconded by Commissioner Holland. All were in favor. Meeting adjourned at 1:02PM.**

Minutes Draft By: Bo Park, Director, Administration

Minutes Reviewed, Approved, Submitted by: H. Carlton Haywood, Recording Secretary