

**INTERSTATE COMMISSION ON THE POTOMAC RIVER BASIN
FOURTH QUARTER BUSINESS MEETING FY2026
SEPTEMBER 22, 2026**

**ANNUAL IN-PERSON MEETING
AlexRenew, Alexandria VA
Draft Minutes**

Call to Order: Michael Nardolilli, Executive Director of ICPRB and CO-OP, called the Business Meeting to order at 9:45am on September 22, 2026. The following Commissioners, staff, and guests attended the meeting in whole or in part.

Commissioners

District of Columbia

Willem Brakel
Tiffany Potter
Steve Saari (*)
Hamid Karimi (a)
Jayne Brown (a)

Maryland

Lee Currey (a*)
Birthe Kjellerup
Randy Rowel Jr.
Dan Strodel (a)
K. John Holmes (a)

Pennsylvania

Jason Minnich (a*)

United States

Amy Guise (a)

Virginia

Weedon Cloe (a*)
Del. JJ Singh
Mark Peterson
Justin Carl (a)

West Virginia

Mindy Neil (a*)

Staff

Michael Nardolilli, Executive Director
Sarah Ahmed, Associate Director of Spill Response
Lily Bedwell, Administrative Coordinator
Renee Bourassa, Communications Director
Laurel Glenn, Director of Finance and Administration
Rick Masters, General Counsel
Heidi Moltz, Director of Program Operations
Serena Moncion, Community Outreach Manager
Shokoufeh Pourshahabi, River Spill Response Fellow
Cherie Schultz, Director Emerita of CO-OP Operations
Alimatou Seck, Director of CO-OP Operations
G. Mike Selckmann, Assoc. Director of Aquatic Habitats

Guests

Anne Spiesman, Fairfax Water
Del. Kathy Tran, VA General Assembly
Elisabeth Fidler, General Public
CJ Blair, DC Water
Eric Lienhard, Stantec

(a) - Alternate Commissioner

(*) – Executive Committee

1. Review of Participants and Quorum Certification

Renee Bourassa, Director of Communications, began the meeting and led the group in a roll call. Executive Director Michael Nardolilli certified that a quorum was present and turned the meeting over to Chair Willem Brakel.

2. Note of Appreciation to Commissioner Carl for Use of Site

Chair Brakel thanked General Manager and CEO of AlexRenew and ICPRB Commissioner, Justin Carl for providing today's meeting venue. Commissioner Carl mentioned how popular the sixth-floor meeting space is for meetings and that many groups take a tour of the plant, like our group will today.

3. Welcoming Remarks and Presentation

Chair Brakel welcomed everyone to the Fourth Quarter Meeting of FY26. He welcomed new commissioners Virginia Delegate JJ Singh, Jayne Brown from DOEE, and Justin Carl from AlexRenew. Virginia Delegate Kathy Tran then presented House Resolution No. 371 that commended the Interstate Commission on the Potomac River Basin and celebrated its 85th anniversary.

4. Public Comment

The Commission did not receive any requests for public comment.

5. Adoption or Modification of Agenda

Chair Brakel asked if there were any proposed changes to the revised agenda as circulated on Friday, September 18. Hearing none, **Chair Brakel asked for a motion to approve the revised agenda as circulated. Commissioner Jason Minnich made the motion and Commissioner Amy Guise seconded the motion. All were in favor, and the agenda was adopted as circulated.**

6. Minutes from June 16, 2026

Chair Brakel asked for any comments on the minutes from the 3Q FY26 business meeting on June 16, 2026. Hearing none, **Chair Brakel asked for a motion to approve the minutes as circulated. Commissioner Hamid Karimi made the motion that was seconded by Commissioner Tiffany Potter. All were in favor, and the minutes were approved as circulated.**

7. Notes from Executive Committee Conference Calls

On July 29, the Executive Committee reviewed the comments from Program Operations Director, Heidi Moltz, about the relationship between the Comprehensive Plan and Strategic Plan. They suggested the comments be circulated to the Strategic Planning Committee. The Executive Committee also asked ICPRB staff to prepare a technical paper on data centers and approved the ED's annual evaluation for FY26.

At its meeting on September 21, the Executive Committee

- Reviewed the staff produced technical paper on data centers discussed on July 29
- Approved the ED's FY27 goals
- Discussed a draft resolution to the proposed diversion of effluent from the Upper Occoquan Service Authority away from the Occoquan Reservoir and asked CO-OP to comment on that proposed resolution
- Agreed to rely on comments from ACWA and ICWP for comments on the supplemental change to the definition of Waters of the United States (WOTUS)

- Approved proposed salaries for staff incorporating results from the Smith Pilot compensation study conducted in early 2026

8. Old Business

A. Executive Director's Report

ED Nardolilli reported commissioner changes, sharing that Steve Saari's appointment of Jayne Brown as his alternate brought the District of Columbia to having filled all their commissioner and alternate spots. He also shared that Ernest Parker resigned on September 1, and previous Director of Administration Laurel Glenn agreed to return and serve as the Director of Finance and Administration through the end of calendar year 2026. Senior Accountant Wendy Wang retired in July 2026, after over 20 years at the organization. The Spill Response section led by Sarah Ahmed hired a River Spill Response Fellow, Shokoufeh Pourshahabi.

The United States Army Corps of Engineers feasibility study for the Washington Aqueduct, originally planned to research a broader regional solution, was underway as well as the WSSC Water and COG led Section 203 study called "Secure the Source" which will focus on a greater regional solution. Fairfax Water, USACE, and ICPRB are also participating. The projected \$25 million Section 203 study will examine more complex, large-scale, regional alternatives such as Travilah Quarry. ED Nardolilli explained that the USACE study partner reviews originally scheduled for September 14 and 18 were postponed. Steve Saari commented that the District of Columbia was not currently supporting expanding the Dalecarlia reservoir for the original feasibility study because of the unfavorable cost/benefit analysis.

ED Nardolilli shared his surprise at how quickly the data center conversation had developed in the Washington Metropolitan Area (WMA). He shared that multiple jurisdictions have reacted and implemented moratoriums, pauses on approvals, and more. He also stated that ICPRB was neither for nor against data centers, though ICPRB champion's the idea of banning future non-disclosure agreements related to data sharing on data center consumptive water use. Mark Peterson said that Loudoun County has implemented a one-year pause on data center development. Hamid Karimi asked if the moratoriums on data center development in various counties will have any effect, and ED Nardolilli shared that he believes that jurisdictions want to utilize pauses to develop specific action plans.

ED Nardolilli introduced CJ Blair from the DC Water Office of Resilience. Mr. Blair mentioned that he would share any technical questions from the group with the leadership at DC Water, as he was only on the job for one month. He noted that DC Water was prioritizing infrastructure improvements through the \$9.7 billion, 10-year Capital Improvement Plan. The multi-billion-dollar project will focus on rehabilitation and inspections following the break of the Potomac Interceptor back in January 2026. Mr. Blair also discussed the DC Water Resilience Initiative which will pilot a water re-use facility that would produce potable water from treated effluent, or wastewater, which aims to help the region adapt to increasing risks from drought and other threats. CJ Blair gathered many questions from the group and made notes to ask the leadership at DC Water. ICPRB received those responses on Friday, October 9 and are attached as an addendum to these minutes.

Commissioner Dan Strodel reported two outcomes from the June meeting: Commissioner Randy Rowel Jr. will chair the Outreach Committee, Commissioner Strodel will chair the

Strategic Planning Committee, and Commissioners Brakel, Peterson, Kjellerup, and Carl all volunteered to join the Strategic Planning Committee as well.

ED Nardolilli concluded his report by highlighting the success of the 2026 Potomac River Conference. ICPRB secured more than \$20,000 in sponsorships, welcomed over 160 guests, and had County Executive Elrich address the group. The tentative topic for next year's conference is "Resilient Infrastructure for Water Resources Planning and Aquatic Life."

Chair Brakel asked Commissioners if there were questions for the Executive Director about his quarterly report. Hearing none, he moved to item 8.B. on the agenda.

B. Progress on June 2021 Resolution

ED Nardolilli reported that The USACE approved of the Low Flow Allocation Agreement, and ICPRB staff produced a summary of the changes made and that it will be circulated to all parties involved. Once all signatures are collected, the document will be ready for approval. The Collaborative Process included a task to evaluate the flow-by. The Task Force needs a new chair to reignite the Technical Advisory Committees on human needs and ecological flows.

C. Report of the Standing Committee on Outreach, Education, and Workforce

ED Nardolilli asked Serena Moncion to present Committee Chair Birthe Kjellerup's report on the Committee's activities over the last quarter. Serena shared that they had a busy season with outreach and introduced the incoming chair, Commissioner Randy Rowel, Jr. Commissioner Randy Rowel shared his excitement to participate in the committee as chairman for the next year. **Hearing no questions, Chair Brakel moved onto the next item.**

D. Operations Report

Contracts and Financial Report: Laurel Glenn reported that the Commission remains in a stable financial position. The Contingency Reserve and investment balances contained more than three months of operating expenses. Ms. Glenn reported that ICPRB secured a new contract with VA DEQ on Shenandoah HAB monitoring and that ICPRB had outsourced accounting functions to Rubino and Company following Wendy Wang's retirement.

Dr. Heidi Moltz reported that the EPA awarded ICPRB a small bump in our annual allowance but does not expect that to persist for FY28 and expected that it should go back down to the FY25 level after this next fiscal year.

Spotlight Program: ICPRB's Sarah Ahmed presented "From Emergency Response to Preparedness: Modeling the Potomac Interceptor."

Commissioner Questions re: Tab 7 Project reporting: There were no questions.

9. New Business

A. New Payroll and Accounting Outsourcing

Lily Bedwell, Administrative Coordinator, reported on the developments on outsourcing the accounting functions previously done in-house by former Senior Accountant Wendy Wang. She explained that a mid-sized firm, Rubino and Company, was contracted in late July to perform all necessary accounting functions as well as implement modern software to optimize accounting and finance functions at ICPRB. She also explained that ICPRB has implemented Paychex as our timekeeping and payroll system.

B. FY2027 Budget

Laurel Glenn reported on the FY27 draft budget and emphasized the priority of incorporating the salary increases considering the projections of the SmithPilot compensation study which we conduct every three to four years. The salaries take up about 60% of the budget. She explained that another large item in the budget was operating expenses, including rent and subsidized parking for staff. Ms. Glenn noted that she planned to spend additional time reviewing the budget before the December meeting, because she had only been back to work with the Commission for two weeks.

In response to Commissioner Karimi's question and concern about why ICPRB subsidizes parking, Ms. Glenn shared that many staff members live over an hour away from Rockville, and that riding the metro is not accessible or convenient for all staff. He shared his concern that as an environmental agency, ICPRB should not subsidize parking and should encourage use of public transportation instead. Commissioner Karimi also asked about the large sum allocated to consulting in the budget, and Ms. Glenn responded that we have a new large contract with an accounting firm that will implement new software for ICPRB and new contracts with two legal firms. She committed to returning to the Commission with additional budgetary details. Chair Brakel thanked Ms. Glenn for her dedication to ICPRB and returning on short notice.

Chair Brakel asked for a motion to approve the budget as presented. Commissioner Dan Strodel made a motion to approve the budget as circulated, and Commissioner Mark Peterson seconded the motion. Commissioner Karimi voted "no" on the basis of his objections noted above. The budget for FY27 was adopted as presented.

C. FY2027 Meeting Dates

Chair Brakel directed the group to the proposed meeting dates for fiscal year 2027. Chair Brakel reported that the dates have been circulated with the other river basin commissions to avoid overlap. **Commissioner Karimi made a motion to approve the FY27 meeting dates, and Commissioner Potter seconded the motion. The meeting dates for FY27 were approved as presented.**

D. Election of FY2027 Officers

Commissioner Karimi put forward the recommendation to nominate Lee Currey for Chair and Jason Minnich for Vice Chair. **All were in favor and the FY27 Officers were elected.** Chair Brakel thanked the group for all of the collective work over the last year and nominated Commissioner Saari to represent the District of Columbia on the executive committee for FY27.

10. For the Good of the Order

Regarding the Potomac Interceptor collapse response time, Commissioner Currey noted that MDE did not have all the necessary information of the flow conditions until 10:54pm on the evening of the spill, with follow-up at 11:30pm. He noted that communication could be improved, but wanted to provide context and shared MDE's commitment to being responsive. With that being noted for the record, **Chair Brakel asked for a motion to adjourn. Commissioner Karimi made a motion to adjourn that was seconded by Commissioner Potter. Accordingly, the meeting was adjourned at 12:00pm.**

11. Onsite Lunch

12. Optional Onsite Tour of AlexRenew Water Treatment Facility

These minutes were written by Administrative Operations Manager Lily Bedwell and reviewed by Executive Director Michael Nardolilli.