

**INTERSTATE COMMISSION ON THE POTOMAC RIVER BASIN  
SECTION FOR COOPERATIVE WATER SUPPLY OPERATIONS  
ON THE POTOMAC RIVER (CO-OP)**

**SECOND QUARTER 2022  
MARCH 1, 2022**

**VIRTUAL MEETING  
ROCKVILLE, MD**

**DRAFT MINUTES**

**CALL TO ORDER:** Chairman Seltzer called the Second Quarter 2022 CO-OP Section Meeting to order at approximately 8:30 a.m. on March 1, 2022. The following Commissioners, staff, and guests attended the meeting in whole or in part.

**Commissioners**

**United States**

Robert Sussman (Vice Chair, Commissioner)  
Amy Guise (Alt. Commissioner)

**District of Columbia**

Jeff Seltzer (Chair, Commissioner)  
Willem Brakel (Commissioner)  
Kimberly Jones (Alt. Commissioner)  
Hamid Karimi (Alt. Commissioner)

**Maryland**

Lee Currey (Alt. Commissioner)

**Virginia**

Scott Kudlas (Alt. Commissioner)  
Mark Peterson (Alt. Commissioner)

**West Virginia**

John Wirts (Alt. Commissioner)

**Staff**

Michael Nardolilli (Executive Director)  
Bob Bolle (General Counsel)  
Heidi Moltz (Dir, Program Operations)  
Cherie Schultz (Dir, COOP Operations)  
Wendy Wang (Acting Dir, Administration)  
Curtis Dalpra (Dir, Communications)  
Renee Bourassa (Communications Specialist)  
Sarah Ahmed (Senior Water Resources Engineer)  
Alimatou Seck (Senior Water Resources Scientist)  
Michael Selckmann (Assoc. Dir., Aquatic Habitats)  
Christina Davis (Senior Water Resources Planner)  
Claire Buchanan (Emerita Dir., Program Operations)  
Hermela Mengesha (IT Administrator)

**Guests**

Valerie Cappola (COE, NAD)  
Anastasiya Kononova (COE, Baltimore)  
Greg Busch (MDE)  
Joel Caudill (WSSC Water)  
Greg Prelewicz (Fairfax Water)  
Allison Keller (WV DHHR)  
Chris Kimple (Rep. Commissioner Moul)

## **EXPLANATION FOR VIRTUAL MEETING**

Executive Director Mike Nardolilli started the meeting by explaining that this "virtual" meeting is allowed under a revision to the By-laws of the Interstate Commission on the Potomac River Basin (ICPRB) which added Section V(g). That new section was approved by an e-mail vote of the Commission on April 17, 2020, pursuant to Section XIII of the By-laws. Section V(g) permits public meetings by virtual conferencing under the state of emergency declared by either Maryland (the headquarters of ICPRB) or the federal government. The U.S. Department of Health and Human Services renewed its determination on January 16, 2022, that a public health emergency exists which remains in effect at least until April 16, 2022.

CO-OP Section Chair, Commissioner Jeffrey Seltzer, then thanked the participants for joining this meeting.

## **ROLL CALL**

This meeting being virtual, Mr. Nardolilli called the names of the attendees by jurisdiction, the staff, and guests. Those in attendance acknowledged their presence when called, as noted above.

## **ADOPTION OR MODIFICATION OF AGENDA**

**Commissioner Karimi made a motion to approve the agenda, which was seconded by Commissioner Currey. The motion was adopted without objection.**

## **APPROVAL OF NOVEMBER 30, 2021, MINUTES**

**A motion to adopt the minutes without changes was made by Commissioner Karimi and seconded by Commissioner Currey. The motion was adopted without objection.**

## **OLD BUSINESS**

**Follow-up from November Action Items:** Dr. Schultz reported on follow-ups to several Action Items:

1. *Arranging a meeting with Corps Headquarters on ensuring Washington metropolitan area water supply resiliency.* On December 20, 2021, ICPRB staff met with Ryan Fisher, a contact at Corps Headquarters recommended by Valerie Cappola of the Corps' North Atlantic Division (NAD). Mr. Fisher is the Deputy Chief of the Regional Integration Team for NAD and for the Great Lakes and Ohio River Division (LRD).
2. *Issues related to the Low Flow Allocation Agreement (LFAA) Moderator position.* Dr. Schultz was asked to contact Mr. Brian Ramaley, the current Moderator, whose term was scheduled to end on December 31, 2021, to find out if he was willing to continue to serve an extended term through the end of 2022. Mr. Ramaley declined, and the position of Moderator is now vacant. Responding to a request from the ICPRB Chair, CO-OP staff drafted new language for the agreement for consideration by the upcoming LFAA Work Group, specifying a five-year term limit for the Moderator and a rotation schedule among the governing parties for Moderator appointment. CO-OP staff also developed a proposal to update Moderator compensation by increasing the per diem from \$500 to \$700.
3. *On the suggestion of inclusion of more information related to CO-OP in the annual ICPRB audit.* This request was conveyed to the auditing firm, and the draft audit recently reviewed by Dr. Schultz contains additional information on CO-OP finances, including the end of fiscal year amount of funds in the "CO-OP Reserve Fund", which appears under Long-Term Liabilities.

## **Section's Quarterly Report**

Dr. Schultz briefly discussed current meteorological/hydrological conditions in the Potomac basin, noting that the Middle Atlantic River Forecast Center's estimate of the 90-day cumulative precipitation in the basin is currently 33% below the historical average. She then gave an overview of the CO-OP Section's second quarter activities. These included CO-OP's request for proposals on seasonal forecasting to help support CO-OP drought operations and also design work on a new version of CO-OP's planning model, the Potomac Reservoir and River Simulation Model – PRRISM version 4.0. The details are included in the meeting book in Tab 3, Attachment 3.

On current conditions and seasonal forecasts, Commissioner Kudlas noted that Virginia does drought forecasting based on methodology developed with the US Geological Survey, and the current forecasts show a high probability of low flows in the Shenandoah River this coming summer and early fall.

## **Financial Statement**

Dr. Schultz stated that the CO-OP Section is on budget and on track and that all expected revenue from the CO-OP suppliers has been received.

## **Effort to secure Federal funding for supplemental storage**

ICPRB Executive Director, Mr. Nardolilli reported on recent and upcoming meetings to educate local, regional, and federal agencies about enhancing water supply resilience for the Washington, DC, metropolitan area. On the suggestion by the Supplemental Storage Work Group's Outreach Team to retain expert support for outreach related to the upcoming Water Resources and Development Act legislation, Mr. Nardolilli reported that Mr. Ken Kopocis has volunteered his services pro bono, and in addition, the Outreach Team has received a proposal from Mae Stevens of the Signal Group. ICPRB will not contribute funds to retain outside support but will be on the team that coordinates and oversees this effort. On the recent solicitation of proposals for an analysis of the potential economic impact on the region and on the Federal government of a loss of the Potomac River water supply source, Mr. Nardolilli reported that the ICPRB Executive Committee had approved the staff recommendation to accept the proposal from Terry Clower of George Mason University.

## **LFAA**

CO-OP Section Chair, Jeffrey Seltzer noted that the position of LFAA Moderator is currently vacant and Maryland is working to identify candidates. As of February 28th, there is a 2022 Standby Moderator, Dr. Peter Grevatt, appointed by the General Manager of Washington Aqueduct, Rudy Chow.

A discussion ensued on what steps are required to make changes in Moderator compensation, term, and appointment procedure. It was agreed that if a change in Moderator compensation is on the agenda of the annual LFAA meeting, the representatives of the governing parties should beforehand obtain letters from their chief executives authorizing them to make such decisions. Mr. Nardolilli agreed to draft a template letter.

Moderator term and appointment procedures are specified in the agreement, so changes would require a change to the agreement itself. The proposed changes will be submitted to the upcoming LFAA Work Group, which will provide its recommendations to the governing parties.

## **ADJOURNMENT**

**Commissioner Kudlas made a motion to adjourn the meeting, which was seconded by Commissioner Peterson. The motion was adopted without objection. The CO-OP Section meeting adjourned at approximately 9:40 a.m.**

Draft Minutes written by: Sarah Ahmed, Senior Water Resources Scientist, CO-OP Section  
Reviewed and edited by Cherie Schultz, Director, CO-OP Operations

Approved by: Michael Nardolilli, Executive Director