

**INTERSTATE COMMISSION ON THE POTOMAC RIVER BASIN
FOURTH QUARTER BUSINESS MEETING FY2025
SEPTEMBER 9, 2025**

**IN-PERSON MEETING, ICPRB HEADQUARTERS, ROCKVILLE, MD
APPROVED MINUTES**

Call to Order: Executive Director Michael Nardolilli called the Business Meeting to order at 10:00am on September 9, 2025. The following commissioners, staff, and guests attended the meeting in whole or in part.

Commissioners

District of Columbia

Willem Brakel (*)
Tiffany M. Potter
Steve Saari
James Tsai (a)

Maryland

Lee Currey (a*)
Catherine McCabe
Randy K. Rowel, Jr. (a)
Dan Strodel (a)
Birthe Kjellerup

Pennsylvania

Jason Minnich (a)
Adam McClain (a)

United States

Robert Sussman (*)

Virginia

W. Weedon Cloe III (a*)
Mark E. Peterson (a)
Del. Kathy Tran

West Virginia

Mindy Neil (*)

Staff

Michael Nardolilli, Executive Director
Richard Masters, General Counsel
Claire Buchanan, Director Emerita
Laurel Glenn, Director of Administration
Lily Bedwell, Administrative Coordinator
Renee Bourassa, Director of Communications
Serena Moncion, Community Outreach Manager
Alimatou Seck, Senior Water Resources Scientist
Sarah Ahmed, Senior Water Resources Engineer
Alyssa Freedman, Water Resources Intern
Mary Stack, Water Quality Data Manager
Emily Young, Habitat and Living Resources Data Manager

Guests

Monique Ashton, Mayor of the City of Rockville
Jim Woods, Department of Public Works, City of Rockville

(a) - Alternate Commissioner

(*) – Executive Committee

1. Roll Call and Quorum Certification

Executive Director Michael Nardolilli identified himself and noted that because this is an in-person meeting, all guests and participants will sign in and identify by position and jurisdiction on the sheet being passed around. He also asked participants to identify themselves verbally for the record. Mr. Nardolilli certified that a quorum was present.

2. Welcome and Introductions

Chair Mindy Neil introduced herself and welcomed the Commission to the annual in-person meeting at ICPRB Headquarters in Rockville, MD. She introduced the guest speaker, Mayor of Rockville Monique Ashton. Mayor Ashton is the first Mayor of color in the city's history and brings a wealth of business knowledge to her position. She is involved with the Metropolitan Washington Council of Government (MWCOCG) and has great experience in the sustainability and environment sector of government.

3. Remarks of Guest Speaker and Welcoming of New Commissioners

Mayor Ashton shared that she just returned from Rockville's sister city in Germany, Pinneburg, to celebrate their 150th anniversary as a city. She met with government officials on economic development and sustainability, and the exchange of ideas taught her that we have much to learn from their practices. Mayor Ashton thanked ICPRB for the work that they do for the region, as well as for choosing Rockville as their Headquarters, and noted the substantial investments in Rockville town center. Mayor Ashton shared her background in public health and past employment with the U.S. Surgeon General. She expressed her passion and emotional connection to places where clean water is not readily available and again thanked ICPRB for their dedication to providing ample and clean water to the Washington area. Mayor Ashton again commended the work of ICPRB collecting and analyzing data, providing essential science to stakeholders, and emphasized her interest in maintaining the partnership between ICPRB and the City of Rockville.

Chair Neil asked Commissioner Lee Currey to introduce the new changes in the Maryland delegation. Before doing so, Commissioner Currey thanked Commissioner Catherine McCabe for her impactful work with the Commission, notably the monumental work she did to help with the Low Flow Allocation Agreement. Commissioner McCabe was impressed with the work of the Commission and Mr. Nardolilli's work as Executive Director. She said it has been an honor to serve the Commission for the last 12 years. Commissioner Currey shared that Alternate Commissioner Rowel has moved to Commissioner. Commissioner Currey presented Commissioner Rowel's extensive background in sustainable development, environmental justice, and equity in natural resources management at the private and state level. Notably, Commissioner Rowel is the CEO and founder of Breaking Boundaries Environmental, a firm dedicated to integrating social justice and environmental sustainability into decision making. Commissioner Currey next introduced two new Alternate Commissioners from Maryland: Alternate Commissioner Dan Strodel and Alternate Commissioner K. John Holmes. Commissioner Strodel brings expertise from the National Fish and Wildlife Foundation as the Secretary and Chief Administrative Officer. Commissioner Holmes brings a wealth of knowledge as the Senior Board Director at National Academies working with energy systems technology and policy. He also worked for ICPRB's CO-OP section from 1988-1991.

Commissioner Weedon Cloe from Virginia introduced new Commissioner Doug Domenech, who was not in attendance. Commissioner Domenech served as the Assistant Secretary for Insular and International Affairs at the U.S. Department of the Interior. Before his work at the federal level, Commissioner

Domenech served as the Virginia Secretary of Natural and Historic Resources. His education is in Forestry and Wildlife Management from Virginia Tech.

4. Public Comment

Chair Neil asked Mr. Nardolilli if we received any requests for public comment. Mr. Nardolilli reported that no one has asked to address the Commission this quarter.

5. Adoption or Modification of Agenda

Chair Neil asked if there were any proposed changes to the agenda. Hearing none, **Chair Neil asked for a motion to approve the agenda as circulated. Commissioner Peterson made the motion that was seconded by Commissioner Tsai. All were in favor, and the agenda was adopted as circulated.**

6. Minutes from June 17, 2025

Chair Neil asked for any proposed changes to the minutes from the Q3 meeting on June 17, 2025. Hearing none, **Chair Neil asked for a motion to approve the minutes as circulated. Commissioner Cloe made the motion that was seconded by Commissioner Currey. All were in favor, and the minutes were approved as circulated.**

7. Notes from Executive Committee Conference Calls


Mr. Nardolilli reported that at its meeting on July 30, 2025, the Executive Committee determined that the signatory assessments in FY27 will remain the same as FY26. At its meeting on September 8, 2025, the Executive Committee approved the FY26 goals for the Executive Director. The Committee discussed HR3428, which is a bill that will put the three mid-Atlantic river basin commissions (RBCs) under a General Accounting Office (GAO) audit. The bill has passed the House and will now move to the Senate. ICPRB hopes to be excluded from the bill as we are much smaller than the other RBCs and have no regulatory authority. The Executive Committee reviewed the proposed revisions to the Manual of Operations (MOO) and directed that the updated version be placed on the Commission Meeting agenda for approval and adoption at its December meeting in FY26. The Executive Committee requested two additions to the draft MOO: (1) a new draft AI Policy and (2) a new section on Continuity of Operations be added. The Committee discussed possible topics for the fifth annual Potomac River Conference (microplastics, stormwater, and data center water consumption in the basin) which will be planned for October of 2026. The Executive Committee proposed changing the current Commission meeting schedule of one in-person meeting that rotates between jurisdictions and three virtual meetings to two in-person meetings, adding one in March at the Rockville Headquarters and having the September in-person meeting remain rotating among the jurisdictions. The Committee discussed ICPRB's reaction to the new proposed timeline suggested by the United States Army Corps of Engineers (USACE) for the completion of the secondary water source study. The Committee expressed concern about the April 30, 2031 proposed completion date because of the vulnerability of the capital region to drought events, contamination events, or terrorist attacks. The Committee also noted the increased consumptive use by data centers and the removal of incentives for low-flow showers, toilets, and other appliances. Predictions discussed during the CO-OP section meeting also raised a need to accelerate the current anticipated timeline for the study.

Chair Neil asked if there were any questions related to the Executive Committee meetings since the last quarterly Commission Meeting. Hearing none, Mr. Nardolilli moved to the next agenda item.

8. Old Business

A. Executive Director's Report

Mr. Nardolilli reiterated the Commissioner changes discussed earlier in item 3. Mr. Nardolilli shared that ICPRB has hired Mary Stack effective September 2, 2025, who will be training under and replacing Mike Mallonee as the new Water Quality Data Manager in the Chesapeake Bay Program office in Annapolis. ICPRB has also hired Garrett Pignotti as the Environmental Scientist in the Water Resources section effective September 15, 2025. Mr. Nardolilli also commented on the passing of former ICPRB receptionist DeeDee Hunter who served the agency in many ways including using her skills in digital art and design to improve ICPRB's publications and digital footprint.

Mr. Nardolilli reported that the annual meeting of the Low Flow Allocation agreement (LFAA) was held on May 8, and that the modifications are moving up the chain of USACE. He anticipates another round of edits before the draft is circulated to WSSC Water and Fairfax Water. Next year, Maryland will host the annual LFAA meeting. The Technical Advisory Committee on Ecological Flows (EcoTAC), established by ICPRB's Collaborative Process Resolution, met on September 3. Greg Busch of MDE chairs both the EcoTAC and the  Potomac River Environmental Flow-By Task Force.

The USACE Feasibility Study Alternative Milestone meeting was held on June 12, and an additional \$1.8 million earmark has been set aside for the study. However, if Congress does not agree on the appropriations bill and adopts the continuing resolution instead, all earmarks will fall out and the money will not be available. Mr. Nardolilli updated the Commission that Senator Van Hollen put in a request to the Senate Appropriations Committee for our \$650,000 earmark for federal funding under the compact. Mr. Nardolilli noted that the administration lifted the restriction of EPA Clean Water Act section 106 funding for fiscal year 2025, but we are unsure about the funding for fiscal year 2026.

Mr. Nardolilli invited the Commissioners to the fourth annual Potomac River Conference on October 22, 2025, at George Mason University. He noted that we have secured \$7,000 in sponsorships for this year's conference, which is the most we have ever had. He shared that in August, ICPRB hosted five Turkmen officials to brief them on how we manage our water and to discuss water supply issues. This visit was sponsored by the U.S. State Department.

Commissioner Brakel asked about an outreach event at Pierce Mill D.C.. Mr. Nardolilli shared that ICPRB often does tabling events where we display live benthic macroinvertebrates for children and adults to learn more about the river basin. Commissioner Tsai asked if Commissioners could assist at all with the anticipated GAO audit. Mr. Nardolilli asked that anyone with good relationships with Senate to make sure that they are aware of the impact it will have on ICPRB staff. Hearing no other questions, Mr. Nardolilli moved onto the next item.

B. Progress on the June 2021 Resolution

Commissioner McCabe reiterated that the modifications to the LFAA were being reviewed "up the chain" and that the last update in August was that it had reached the Headquarters review. If any issues are identified, the states and parties will address those. From there, it will go to the Army secretary's office where detailed modifications are not anticipated. Mr. Nardolilli

commended Commissioner McCabe's hard work on the process throughout her time on the Commission and Commissioner McCabe wished the future Commissioners luck. Commissioner Sussman commented on the duration of the review process and noted some contentious times but was the result of an ultimate agreement to reexamine the environmental flow-by among all jurisdictions and water suppliers.

C. Report on the Standing Committee on Workforce, Outreach, and Education (SCWOC)

Commissioner Tsai reported on the last year of the Standing Committee. This year, the Executive Committee tasked the Standing Committee on Diversity, Equity, Inclusion and Justice to reevaluate their name and mission statement with the help of the Commission considering the federal regulation and policy changes. The Committee rebranded and modified their mission statement to highlight the work of education and community engagement. The SCWOC continued the Walks in the Woods series with the help of Ms. Serena Moncion and worked on policy governance and a path forward for the committee focusing on marginalized people, low-income communities, workforce development, and ensuring healthy environments for all people in the basin. Commissioner Tsai commented on the Environmental Justice screening tool that was removed and discussed a possible webinar on how policy makers are completing screening work without that important tool. He shared that the Committee looks forward to Commissioner Birthe Kjellerup becoming Chair of the SCWOC in the next fiscal year. The Committee still needs a Vice Chair and is looking for representation from the United States, Virginia, and West Virginia. Commissioner Kjellerup hoped that the Committee will have representation from all jurisdictions in FY26. Commissioner Tsai noted that he is leaving the Commission at the end of September after eight years. Ms. Renee Bourassa invited the Commissioners to the next Walk in the Woods on September 27 in Frederick, Maryland. Details will be in the Potomac News Reservoir newsletter.

D. Operations Report

Mr. Nardolilli reported that ICPRB has three new contracts: MDE Higgins Pond Transquaking River TMDL at \$115,000, MDE Continued TMDL Support at \$85,000, and WRF and Loudoun Water Research Study on Water Salinity at \$10,000. He reported that there have been no withdrawals from our contingency reserve account and that the contingency account and investment portfolio have enough money to support us for three months with a hypothetical "burn rate" that all revenue stops and all expenses continue. The general accounts funds totaled \$1,609,245.50 including checking accounts and investments placed at Janney Montgomery. Commissioner Kjellerup asked whether Mr. Nardolilli has seen an impact on the change in priorities in funding sources. Mr. Nardolilli said that it is usually a question of wording and if the relationships with the states are maintained, ICPRB should be okay. Mr. Nardolilli then explained the main four sources of funding: EPA, signatory jurisdictions, grants, and federal funding. He then presented summaries of the assets and liabilities. He said that ICPRB is cautiously optimistic to make sure our funding levels meet our needs to support the region.

E. Annual Review of Comprehensive Plan

Dr. Heidi Moltz presented the annual review of the 15-year Comprehensive Plan originally adopted in 2018. The plan is implemented in five-year increments with progress evaluations and updates at each milestone. The first update occurred in 2023, the next is planned for 2028, and a

new 15-year plan will begin in 2033. The plan aims to address basin-wide, interstate issues of water supply, water quality, ecological health, land use, and cross cutting challenges like source water protection. The inventory of responsibilities and authorities was updated this year and is available online as a spreadsheet and summary pamphlet. Dr. Moltz also explained that our Water Resources Intern recently improved the water quality data inventory tool with searchable and downloadable features, a video tutorial, and links to national databases, making it more user-friendly and intuitive. Dr. Moltz shared that the Commission is at year seven of implementation of the Comprehensive Plan, putting us at about halfway through the current cycle. She said that each challenge area is being addressed in the next fiscal year, including a microplastics webinar, evaluation of trends in metrics to track environmental progress, finalizing the updated land prioritization tool, and a plan to update ICPRB's withdrawal and consumptive use tool. Dr. Moltz invited the Commission to review the hyperlinks in the Comprehensive Plan Annual Implementation Highlights flyer in their Commission Books.

F. Spotlight Program – Emily Young

ICPRB's Emily Young, Habitat and Living Resources Data Manager, presented the Chesapeake Bay Program (CBP) Data Management Cooperative Agreement and highlighted other data management tools used at the CBP office.

9. New Business

A. Resolution to honor Commissioner McCabe

Commissioner Currey thanked Commissioner McCabe on behalf of the Commission and read through the resolution of appreciation for her service. **Commissioner Currey made a motion to adopt the resolution and Commissioner Sussman seconded the motion. All were in favor, and the resolution was adopted.**

B. Resolution to honor Commissioner Tsai

Commissioner Brakel thanked Commissioner Tsai for the expertise he brought to the Commission over the last eight years. He read the language from the resolution commending Commissioner Tsai's service. **Commissioner Brakel made a motion to adopt the resolution and Commissioner Potter seconded the motion. All were in favor, and the resolution was adopted.**

C. Adoption of FY2026 Budget

Mr. Nardolilli presented the FY2026 proposed budget. He noted that it is almost identical to the budget presented at the June meeting with changes to the revenue lines accounting for new assessments and a change to dollar amounts accounting for new contracts. He reported that planned expenditures are on track. **Chair Neil asked for a motion to approve the budget. Commissioner Saari made a motion to adopt the budget and Commissioner Potter seconded the motion. All were in favor, and the budget was adopted.**

D. Approval of FY2026 Meeting Dates

Mr. Nardolilli discussed the proposed FY2026 meeting dates. **Commissioner Jason Minnich made a motion to amend the format of the quarterly meetings.** He suggested having two of ICPRB's quarterly meetings to be held in-person and two held virtually each year. Quarter 1 and 3 would be virtual meetings, quarter 2 (March) would be held at ICPRB Headquarters in

Rockville, Maryland, and quarter 4 (September) would still be held in-person, rotating between jurisdictions. He added that the Executive Committee may modify the type of meeting (in-person/virtual) contingent on financial considerations. Commissioner Adam McClain noted that Commissioner and Staff turnover supports the need for the Commissioners and Staff members to meet in-person more frequently. **Commissioner Mark Peterson seconded the motion to amend the schedule and meet in-person twice per year instead of once per year. All were in favor of the motion, and the amendment was approved.** Mr. Nardolilli noted that the Commission must now make a motion to approve the amended schedule. **Commissioner Currey made a motion to amend the September meeting date from September 15, 2026, to September 22, 2026,** with the caveat added by Mr. Nardolilli that he will see if that conflicts with other RBC meeting dates. **Commissioner Dan Strodel seconded the motion. All were in favor, and the modified meeting date schedule was approved.**

E. Notification of Revision to the Manual of Operations

This item was skipped because it was discussed already.

F. Election of FY2026 Officers

Commissioner Darryl Madden was appointed Chair of the Nominating Committee at the June meeting, but he was not present, so Commissioner Cloe of the Nominating Committee presented the nominations. Commissioner Cloe reported that the Nominating Committee (Commissioners Karimi, Minnich, and himself) recommended Commissioner Brakel for Chair of the Commission and Commissioner Currey for Vice Chair in fiscal year 2026. The Nominating Committee extended appreciation to Chair Neil's leadership following the former Chair Morris' sudden departure from the Commission to serve as the Director of Public Utilities at the City of Richmond. **Commissioner Cloe made a motion to accept the nominations.** Hearing no other nominations from the floor, the nominations were closed. **A second motion was not needed. All were in favor, and the election of the new Chair and Vice Chair were approved.** Mr. Nardolilli extended his congratulations on the election of the officers and shared that he looks forward to working with the new team.

10. Adjournment

Mr. Nardolilli indicated that lunch will be served after the meeting and shared details of the field trip to the WSSC Water Treatment Plant in Potomac, MD. The meeting was adjourned at 12:00pm.

These minutes were written by Ms. Lily Bedwell and reviewed by Mr. Michael Nardolilli.