

**INTERSTATE COMMISSION ON THE POTOMAC RIVER BASIN**

**SECOND QUARTER 2018  
BUSINESS MEETING  
MARCH 6, 2018**

**ICPRB LOCATION  
LOWER LEVEL CONFERENCE ROOM**

**DRAFT MINUTES**

**CALL TO ORDER:** Chairman Karimi called the Second Quarter 2018 Business Meeting to order at 9:57AM on December 5, 2017. The following commissioners, staff, and guests were in attendance for all or part of the meeting.

**COMMISSIONERS**

**District of Columbia**

Hamid Karimi (Chair, Commissioner)  
Willem Brakel (Commissioner)  
Tiffany Potter (Commissioner)  
Kimberly Jones (Alt. Comm, via phone)  
James Tsai (Alt. Commissioner)

**Maryland**

Robert Lewis (Commissioner)  
Virginia Kearney (Alt. Commissioner)  
Nancy Hausrath (Alt. Commissioner)

**Pennsylvania**

Jennifer Orr (Alt. Commissioner)  
Ronald Stanley (Commissioner)

**Virginia**

Scott Kudlas (Alt. Commissioner)  
Paul Holland (Alt. Commissioner)

**United States**

Robert Sussman (Commissioner)  
Darryl Madden (Commissioner)

**West Virginia**

John Wirts (Alt. Commissioner)

**STAFF AND GUESTS**

**Staff**

Carlton Haywood (Executive Director)  
Bo Park (Dir, Administration)  
Cherie Schultz (Dir, COOP Operations)  
Curtis Dalpra (Communications Manager)  
Heidi Moltz (Assoc Dir, Water Resources)  
Claire Buchanan (Dir, Program Operations)  
Carlington Wallace (Environmental Scientist)

**Guests**

Timothy Schaeffer (PA, DEP)  
Heather Cisar (USACE, Baltimore)  
Chris Kimple (for D. Moul, PA)  
Valerie Cappola (USNAD)  
Rhonda Manning (PA, DEP)  
Steve Bieber (MWCOG)

Newly appointed Commissioner from DC, James Tsai, was recognized with an ICPRB pin.

**ADOPTION OF AGENDA:** Mr. Haywood asked for a modification to the agenda to delete Item B, second bullet "Commission Response...Action." **Commissioner Kudlas made a motion to approve the agenda, which was seconded by Commissioner Lewis. All were in favor.**

**DECEMBER 5, 2017 DRAFT MINUTES:** Commissioner Brakel asked for a modification to simplify the sentence on page 2, line 3, with "strategic plan," and for a correction on page 4, paragraph 1, changing

“recommended” to “recommendation.” **Commissioner Kearney made a motion to approve the Minutes as amended, which was seconded by Commissioner Lewis. All were in favor.**

**SUMMARY FROM EXECUTIVE COMMITTEE CONFERENCE CALL (Tab 2):** Mr. Haywood reported that the EC Committee discussions were on the topics that will be discussed in today’s meeting. The notes are in Tab 2 of the meeting book.

### **EXECUTIVE DIRECTOR’S REPORT**

Mr. Haywood summarized the ED report found in Tab 6, Attachment 1.

- Staff changes: N. Le’s employment terminated on December 31. There are no plans to fill this position at this time.
- Action item: The final report for the Water Research Foundation (WRF) study cannot be distributed without the consent of WRF. But some presentation information can be shared. If the material becomes available for distribution, staff will inform the commissioners.
- Financial report
  - The Washington Aqueduct has paid its FY 2018 as of this meeting. And all member jurisdictions are up-to-date on payment, with the exception of 10% shortfall from Maryland.
  - There were no withdrawals from the Contingency Reserve account.
- Grants & Contracts: The contract from Maryland Department of Environment has yet to be fully executed, therefore, work has not begun.
- **Project Status Summary:** One project with WRF will be highlighted in a presentation later in the meeting.

Commissioner Brakel asked that the final language of the Water Supply Alternate Study support resolution be captured in the meeting minutes. The final resolution is as follows:

*Resolution on the Washington Metropolitan Area Water Supply Alternatives Study  
Approved by Commission on January 5, 2018*

*"On September 8, 2017, the Washington Metropolitan Area Water Supply Alternatives Study was released by ICPRB. This study is the culmination of work by Commission CO-OP staff in cooperation with experts from the regional water suppliers. This study contains an important analysis of regional water demand that presents recommended management options that might be implemented to provide a safer, more secure, sustainable and resilient water supply for the region in the coming decades. The Commission encourages regional and federal stakeholders, planners and policymakers to review the report's findings and strongly consider implementation of recommended options. The Commission is committed to continuing its role in facilitation of this process between the multiple stakeholders where it has the authority, resources and relevant expertise."*

**Commissioner Madden requested to be an observer on the next spill exercise. Mr. Haywood will follow-up with a firm date.**

**LOW FLOW ALLOCATION AGREEMENT (LFAA):** The Cruden Team provided a summary of their research about the Low Flow Allocation Agreement and shared their proposed options for correcting deficiencies. The report documents the laws, regulations, and practices that apply to the LFAA, the perspectives of the LFAA’s governing and member parties on possible amendments, and other factors that might relate to changes to the LFAA. The Cruden Team identified ten issues that the LFAA parties might consider for revision and offered options for each issue. Some of the options are relatively easy to implement while others would be difficult (requiring, for example, an Act of Congress).

Commissioner Brakel asked about the next step for the LFAA Review. Chairman Karimi informed that the Cruden report was received and the governing parties will need to discuss the next steps but, the governing parties have not made any decisions about next steps.

**UPDATE ON COMPREHENSIVE PLAN:** Mr. Haywood provided a status update on the Plan. The first draft was distributed in February to Commissioners and to the Advisory Committee, which had its final meeting on March 1. At that Advisory Committee meeting, there were many remarks complimenting the appearance and layout of the draft, and favorable comments about the content, and some suggestions for improvement. Mr. Haywood showed a graph of the schedule leading to presentation of a final document to the Commission for a vote to approve at the June Commission meeting. Between now and the final, two more draft versions are anticipated. There still is time and opportunity for Commissioners and the jurisdictions to provide comment.

**UPDATE ON WATER SUPPLY ALTERNATIVES (WSA):** Commissioner Sussman provided a summary of the activities by the WSA task force which is comprised of commissioners Sussman, Potter, Holland, Orr, and Kudlas. The task force was formed to foster action to develop Travilah quarry as a water supply reservoir. The task force met on December 20 to reaffirm the goals and focus on outreach to key decision makers within the basin. Support materials and a list of key decision makers were provided by the staff. A subsequent meeting of the commissioner task force with the CO-OP and Loudoun Water utility general managers occurred on February 12, at which everyone shared their perspectives on Travilah quarry for drought and water security. There was agreement on the need to meet with the owners of Travilah quarry, on better understanding of costs of the project, and on engaging the federal government for funding, but different perspectives about how to move forward on these tasks. The utilities were encouraged to join a workgroup comprised of one representative from each utility and three representatives from the commissioner task force. Dr. Schultz sent an email to the utilities to work on three issues: 1) further government outreach; 2) strategy on reaching out to Travilah quarry owners; 3) letter of intent/vision or scope document describing the nature of challenge and confirming all parties to move forward for funding and implementation. Currently, the task force is awaiting responses from the utilities. **Mr. Haywood added that Lisa Ragain, MWCOG, requested that MWCOG join that workgroup and that he agreed with her. Mr. Haywood and Dr. Schultz will follow-up with the various parties.**

## **NEW BUSINESS**

**Federal Proposal to Sell Washington Aqueduct:** Mr. Haywood briefed the Commission on the federal government's proposal to sell the Washington Aqueduct (WA) and the implications. The slides Mr. Haywood used to describe the WA were provided by Anne Spiesman, USACE, and those were supplemented by additional slides describing the WA roles and responsibilities specified in the LFAA and WSCA. Today WA's customers include the DC Water, Arlington County VA, and Fairfax Water, providing water to more than 1 million people. WA is entirely funded by their customers, with no federal contribution. New ownership of WA will present a set of complications relating to the Low Flow Allocation Agreement, as the WA is the administrator of the allocation plan and is charged with allocating flow during restriction and emergency flow stages. In addition, WA has obligations in the Water Supply Coordination Agreement for sharing costs of CO-OP Operations, Jennings Randolph, Savage, and Little Seneca reservoirs, and for additional storage that may be needed in the future.

**Commissioner Brakel asked for a copy of Ann Spiesman presentation. Mr. Haywood will obtain permission and follow-up.**

**Results from WRF Study of Forests and Water Quality:** Dr. Moltz updated the commissioners on the Potomac forestry project. The final report was submitted to the Water Research Foundation (WRF) on January 15, 2018 and will be published by the WRF in the coming months. The project evaluated the role of forests in source water quality conditions in the Potomac basin and the possible relationship between

forests and drinking water treatment costs. The project results demonstrate relatively small cost savings for drinking water treatment chemicals under the five model scenarios. Further, the magnitude of changes in modeled nutrients and sediments are unlikely to trigger capital improvements. Recommendations from the study identify a need for a holistic approach to source water protection that includes the numerous stakeholders and upstream and downstream interests.

**NEXT MEETING DATE, JUNE 5, 2018:** The next meeting will be held on June 5, 2018 with location to be determined. Chairman Karimi noted that in most years the Commission holds one meeting at a location away from the ICPRB office with an associated tour or informative program. He invited Commissioners to consider whether there is a program or activity that they would like to tell the Commission about and to send him suggestions. Staff will inform Commissioners what the meeting location will be as the date approaches.

**FOR THE GOOD OF THE ORDER**

Commissioner Madden informed that the auditors have contacted the Audit Committee. The audit draft report will be coming out in the next week.

Commissioner Lewis added that there are two tributaries in St. Mary's County that Maryland is announcing as native oyster restoration sites. They are developing a blue print for the concept, and are about 1-2 years from make the final designation.

**ADJOURNMENT: Commissioner Madden made a motion to adjourn the meeting at 12:27 PM, which was seconded by Commissioner Holland. All were in favor.**

Minutes Draft By: Bo Park, Director, Administration

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