

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

**FIRST QUARTER 2021  
DECEMBER 1, 2020**

**VIRTUAL MEETING  
ROCKVILLE, MD**

**FINAL MINUTES**

**CALL TO ORDER:** Chairman Seltzer called the First Quarter 2021 CO-OP Meeting to order at 8:33 a.m. on December 1, 2020. The following Commissioners, staff, and guests attended the meeting in whole or in part.

**Commissioners**

**United States**

Robert Sussman (V. Chair, Commissioner)  
Darryl Madden (Commissioner)  
Amy Guise (Alt. Commissioner)

**District of Columbia**

Jeff Seltzer (Chair, Commissioner)  
Willem Brakel (Commissioner)  
Tiffany Potter (Commissioner)  
Kimberly Jones (Alt. Commissioner)  
Hamid Karimi (Alt. Commissioner)  
James Tsai (Alt. Commissioner)

**Maryland**

Robert Lewis (Commissioner)  
Lee Currey (Alt. Commissioner)

**Virginia**

Alfonzo Lopez (Commissioner)  
Paul Holland (Commissioner)  
Scott Kudlas (Alt. Commissioner)  
Mark Peterson (Alt. Commissioner)

**West Virginia**

John Wirts (Alt. Commissioner)

**Staff**

Michael Nardolilli (Executive Director)  
Bo Park (Dir, Administration)  
Cherie Schultz (Dir, COOP Operations)  
Claire Buchanan (Dir, Program Operations)  
Heidi Moltz (Assoc. Dir, Water Resources)  
Curtis Dalpra (Communications Manager)  
DeeDee Hunter (Administrative Coordinator)  
Carlington Wallace (Environmental Scientist)

**Guests**

BG Thomas Tickner (COE, NAD)  
Valerie Cappola (COE, NAD)  
Summer Kunkel (PA DEP)  
Rhonda Manning (PA DEP)  
Saeid Kasraei (MDE)  
Joel Caudill (WSSC)  
Greg Prelewicz (Fairfax Water)

Mr. Nardolilli explained that this "virtual" meeting is allowed under a revision to the ICPRB By-laws 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 Maryland

Governor (and ICPRB Commissioner) Larry Hogan on March 5, 2020, August 10, 2020, then renewed on October 30, 2020 which is still in effect.

### **ROLL CALL**

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

**ADOPTION OF AGENDA: Commissioner Karimi made a motion to approve the agenda, which was seconded by Commissioner Madden. All were in favor.**

**APPROVAL OF SEPTEMBER 1, 2020 MINUTES:** Commissioner Kudlas asked for a correction on page 3, 2<sup>nd</sup> paragraph, 1<sup>st</sup> line, “VA DEP” to “VA DEQ.” **Commissioner Karimi made a motion to approve the minutes, which was seconded by Commissioner Karimi. All were in favor.**

### **OLD BUSINESS**

**Follow-up from March Action Items:** Dr. Schultz informed that the resolution for Thomas Jacobus was delivered to him. Mr. Nardolilli added that he hand-delivered and read the resolution at Mr. Jacobus’ small retirement gathering at the Washington Aqueduct.

### **Section’s Quarterly Report**

Dr. Schultz gave an overview of the last quarter’s progress. The details are included in the meeting book in Tab 3, Attachment 3.

Dr. Schultz reported on the 2020 Annual Washington Metropolitan Area Drought Exercise and gave updates on other CO-OP Section activities. Annual exercises help maintain preparedness by giving water suppliers and CO-OP staff an opportunity to practice drought-related communications, operations procedures, and use of support tools. This year’s drought exercise was conducted virtually on November 16, 17, and 18. Water supplier staff submitted water withdrawal and reservoir storage data twice daily via CO-OP’s Data Portal website, CO-OP staff were trained on use of the DroughtOps R/Shiny application to support reservoir release and other operational decisions, and twice-daily emails were sent to stakeholders. The exercise included two additional elements: an actual test release from Little Seneca Reservoir and a webinar entitled Forecast Informed Reservoir Operations, by Hazen & Sawyer.

An update was provided on ICPRB’s planned 2-dimensional (2D) Potomac River Spill Model. Bathymetric data from Phase 1 of this project, covering the Potomac River mainstem from Little Falls to Shepherdstown, was received from the USGS in late November. Planned Phase 2 data collection, from Shepherdstown to Hancock, has been delayed until the fall of 2021. Construction of a steady flow 2D model has commenced. The steady flow model will be built using software from NOAA: Current Analysis for Trajectory Simulation (CATS) for generating 2D flow lines and the General NOAA Oil Modeling Environment (GNOME) for simulating the fate and transport of an oil spill. For Phase 2 of the modeling effort, construction of a non-steady flow model, two software platforms are being evaluated: the Delft3D suite by Deltares and the International River Interface Consortium (IRIC) software. ICPRB staff recently participated in a training workshop on flow modeling using Delft3D and a conference call with a USGS expert in IRIC is planned.

Dr. Schultz also gave very brief updates on two other 1<sup>st</sup> Quarter activities. ICPRB and USACE Baltimore District Office staff, including Commissioner Guise, met on October 15 to discuss the recently completed joint Jennings Randolph Lake Water Control Plan Scoping Study. As a follow-up, the Baltimore District Office will investigate funding requirements and funding opportunities to move forward on study recommendations. Finally, all CO-OP staff members gave presentations on components of CO-OP’s 2020

water supply study at the American Water Resources Association's (AWRA) 2020 annual meeting, which took place in November. Relatedly, Commissioner Kudlas has become the next AWRA president.

Commissioner Kudlas asked about the meaning of a drought contingency plan for Jennings Randolph Reservoir. Commissioner Guise added that drought contingency plans for the USACE are used for the purpose of setting up coordination and decision making should droughts occur, making considerations for various factors including the levels of severity of droughts. The USACE prefers that the guidance remains loose to maintain flexibility for regional operating purposes. Additionally, the USACE receives appropriations from Congress that are applied for different uses for the reservoirs. Due to this, the guidance has to apply to the entire country so that regional management of reservoirs can be possible. The USACE is looking into how the plan must be funded as there are some plans that cannot be funded from external source to avoid bias. The USACE is under a continuing resolution, awaiting budget guidance in regards specifically to drought contingency plans. They will determine what type of funding would be appropriate when the time comes.

Commissioner Kudlas informed that VA DEQ has done some work with the USGS to pair-match groundwater wells and flow gages to make an initial step into better understanding of relationship between surface and groundwater interaction. It is preliminary at this time, but he can forward references.

Chairman Seltzer asked whether there is an opportunity to comment on the scope of the contingency plan either with data collection or to ensure that logistic plans are in place. Commissioner Guise added that there was a meeting with the COOP and team about developing a scope. If funding is possible through the Planning Assistance to the States (PAS) program, there will be collaboration on the scope, but there are other priorities. The Baltimore District Office is looking at how each priority can be funded. In general, the USACE seeks out collaborations on all these priorities.

Dr. Schultz added that there were other recommendations from the study regarding temperature modeling, ecological impacts, and aquatic habit studies modeling.

### **Proposed Resolution on Water Supply Agreements**

Chairman Seltzer provided an update on the proposed resolution on the regional water supply agreements. Draft versions of this resolution have been discussed several times by the Ad Hoc Workgroup on Water Supply (Ad Hoc WGWS). There are three actions called for in the current draft. The first is the formation of a Workgroup to make recommendations on follow up steps to the Cruden Team's review of the Low Flow Allocation Agreement (LFAA). The second is organization of an ICPRB workshop on environmental flows. The third is the establishment of a Task Force to discuss potential updates to the Water Supply Coordination Agreement (WSCA). In addition, the draft resolution states that "any decision to modify the agreements shall be a separate action after deliberation on the recommendations, findings and conclusions", and calls for the ICPRB Executive Director and staff to provide any requested assistance. Members of the Ad Hoc WGWS are close to consensus on most of the current draft of the resolution but are still discussing the description of the proposed workshop. Another workgroup meeting is planned to reach consensus and an update will be provided at the next quarterly meeting.

Commissioner Brakel added that the Cruden report on pages 41-48 includes issues and options related to the Little Falls flow-by and also a history of the flow-by. Commissioner Guise noted that the USACE conducted a collaborative study addressing the Little Falls flow-by with the The Nature Conservancy (TNC), ICPRB, and others in 2014 entitled the *Middle Potomac Watershed Assessment: Potomac River Sustainable Flow and Water Resources Analysis*. Commissioner Currey further added that the USACE/TNC/ICPRB study should be included in the workshop.

**Financial Statement**

Dr. Schultz noted that the CO-OP Section is on budget and on track.

**NEW BUSINESS**

There were no new business items.

**ADJOURNMENT**

**Commissioner Karimi made a motion to adjourn the meeting. The CO-OP Section meeting adjourned at 9:38 a.m.**

Draft Minutes written by: Cherie Schultz, Director, CO-OP Operations

Approved by: Michael Nardolilli, Executive Director