**INTERSTATE COMMISSION ON THE POTOMAC RIVER BASIN**

**CO-OP SECTION**

**FIRST QUARTER 2018**

**DECEMBER 5, 2017**

**ICPRB**

**ROCKVILLE, MD**

#### DRAFT MINUTES

#### CALL TO ORDER: Chairman Sussman called the First Quarter 2018 CO-OP Meeting to order at 8:30 AM on December 5, 2017. The following Commissioners, staff, and guests were in attendance in whole or in part.

**Commissioners**

# District of Columbia

Hamid Karimi (Commissioner)

Willem Brakel (Commissioner)

Tiffany Potter (Alt. Commissioner)

Kimberly Jones (Alt. Commissioner)

**Maryland**

Robert Lewis (Commissioner)

Virginia Kearney (Alt. Commissioner)

Aruna Miller (Commissioner)

Nancy Hausrath (Alt. Commissioner)

**Virginia**

Scott Kudlas (Alt. Commissioner)

Paul Holland (Alt. Commissioner)

Jackson Miller (Commissioner)

**United States**

Robert Sussman (Chair, Commissioner)

# West Virginia

John Wirts (Alt. Commissioner)

**Staff and Guests**

**Staff**

Carlton Haywood (Executive Director)

Robert Bolle (General Counsel)

Bo Park (Dir, Administration)

Cherie Schultz (Dir, COOP Operations)

Curtis Dalpra (Communications Manager)

**Guests**

Ronald Stanley (Commissioner)

Chris Kimple (for D. Moul, PA)

Saeid Kasraei (MDE)

Teresa Wong (MDE)

James Tsai (Visitor, DC)

Dennis Hogan (Visitor, AECOM)

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

**APPROVAL OF AUGUST 29, 2017 MEETING MINUTES:** **Commissioner Kearney made a motion to approve the Minutes, which was seconded by Commissioner Lewis. All were in favor.**

**OLD BUSINESS**

**Follow-up from August Action Items:** Mr. Haywood gave an update on the follow-up action items from the August meeting.

* An update on the communications plan for the Alternatives Study will be discussed in Agenda topic 4.D.
* Commissioner Madden offered to provide contacts at the Department of Human and Health Services for the Travilah and vulnerability of water supply. That did not occur but activities related to Travilah quarry will be discussed in Agenda topic 4.C

**Section Quarterly Report:** Dr. Schultz reported on a few items from the Section’s quarterly activities. The items discussed were the meeting with Loudoun Water, the scoping project for revision of Jennings Randolph Water Control Plan, 2017 Drought Exercises, and the Fairlawn Hydroelectric update.

**Update on Travilah Quarry Outreach**: Mr. Haywood informed that the Commission’s role is to assist with the progress, but not in a leading role. There is a large cost involved and at this time it is unclear which organization (water utility or utilities, or local government) should take the lead.

**Update on Communications Plan for the WMA Water Supply Alternatives Study:** This topic will be deferred to the Business Meeting.

**Financial Statement:** Mr. Haywood informed that the financial statements represents only one month in the fiscal year And so there is not much to report.

**NEW BUSINESS**

**Utilities Cost-Share Discussions:** Dr. Schultz gave a presentation describing the membership and recent activities of the Revised Water Supply Coordination Agreement Work Group, established in June by the Operations Committee. She also presented historical data on water demands and demand forecasts which were available at the time that the original Water Supply Coordination Agreement was being negotiated.

**ADJOURNMENT**

**Commissioner Kudlas made a motion to adjourn the meeting, which was seconded by Commissioner Holland. The CO-OP Section meeting adjourned at 9:40AM.**

Draft Minutes written by: Bo Park, Director, Administration

Reviewed by: Cherie Schultz, Director, CO-OP Section

Approved by: H. Carlton Haywood, Executive Director