

**INTERSTATE COMMISSION ON THE POTOMAC RIVER BASIN  
CO-OP SECTION**

**THIRD QUARTER 2018  
JUNE 5, 2018**

**BLADENSBURG WATERFRONT PARK  
BLADENSBURG, MD**

**DRAFT MINUTES**

**CALL TO ORDER:** Chairman Sussman called the Third Quarter 2018 CO-OP Meeting to order at 8:35 AM on June 5, 2018. The following Commissioners, staff, and guests were in attendance in whole or in part.

**Commissioners**

**United States**

Robert Sussman (Chair, Commissioner)

**District of Columbia**

Hamid Karimi (Commissioner)  
Willem Brakel (Commissioner)  
Tiffany Potter (Commissioner)  
Kimberly Jones (Alt. Commissioner)  
James Tsai (Alt. Commissioner)

**Maryland**

Virginia Kearney (Alt. Commissioner)

**Virginia**

Scott Kudlas (Alt. Commissioner)  
Paul Holland (Alt. 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)  
Claire Buchanan (Dir, Program Operations)  
Heidi Moltz (Assoc Dir, Water Resources)  
Sherry Zandieh (Admin Coordinator)

**Guests**

Chris Kimple (for D. Moul, PA)  
Valerie Cappola (USCOE, NAD)  
Rhonda Manning (PA, DEP)  
Saeid Kasraei (MDE)  
Greg Welter (O'Brien & Gere, Visitor)  
Mary Jane Bolle (Visitor)

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

**APPROVAL OF MINUTES:** Commissioner Karimi made a motion to approve the March 6, 2018 Meeting Minutes, which was seconded by Commissioner Kearney. All were in favor.

**OLD BUSINESS**

**Follow-up from December Action Items:** As requested by Commissioner Brakel, the approved Water Supply Alternatives Study Resolution was inserted into each hardcopy of the Alternatives Study.

**Section's Quarterly Report:** Dr. Schultz summarized the activities in the last quarter. Streamflows in the basin are at historical highs in some locations, and significant groundwater recharge has occurred. The basin is in good shape for the rest of the season even if dry spells occur in the coming months.

The Revised Water Supply Coordination Agreement Work Group met on May 2 including two staff members, Dr. Schultz and Dr. Moltz, and the three CO-OP water utilities. The focus of the meeting was new cost share formulas. Several potential methods for allocating cost shares were discussed including use of the CO-OP's System Safe Summer Yield metric. Heidi Moltz gave the group an overview of the Supreme Court's equitable apportionment water law doctrine. Staff see the next step as the proposal of several concrete numerical formulas for apportioning costs. After which point, an independent facilitator may be useful to assist with furthering the process of coming to a decision among the utilities.

The 2018 Drought Exercise will take place on November 30 as a face-to-face exercise simulating a drought more severe than any that has occurred over the historic record. During the exercise, participants will step through worsening conditions and the various regional triggers for action, including use of the emergency allocation formula of the Low Flow Allocation Agreement (LFAA). A contractor will be hired to facilitate this exercise.

**Financial Statement:** Mr. Haywood informed that the budget is on track, all dues have been collected from the water utilities. In the budget there is a \$100k expense for a contractor which would have been funded out of the reserve funds. That work will most likely not occur in this fiscal year.

### **NEW BUSINESS**

**New Real-Time Withdrawal Forecasts:** Dr. Schultz gave a presentation on CO-OP's new real-time Washington metropolitan area water withdrawal forecasts, which are available via CO-OP's online data portal. The forecasts are currently undergoing analysis and verification by CO-OP staff. Improved withdrawal forecasts will improve CO-OP's Little Falls flow forecasts, and in turn improve the reliability of the regional water supply system, as shown in the recent water supply alternatives study.

**Nominating Committee for FY2019 Officers:** Chairman Sussman asked for volunteers for the Nominating Committee for next year's officers. Commissioner Kearney will chair the committee, along with commissioners Potter and Holland.

### **ADJOURNMENT**

**Commissioner Karimi made a motion to adjourn the meeting, which was seconded by Commissioner Tsai. All were in favor. The CO-OP Section meeting adjourned at 9:23AM.**

Draft Minutes written by: Bo Park, Director, Administration  
Reviewed by: Cherie Schultz, Director, CO-OP Operations  
Approved by: H. Carlton Haywood, Executive Director