

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

**FOURTH QUARTER 2017
AUGUST 29, 2017**

**ICPRB
ROCKVILLE, MD**

FINAL MINUTES

CALL TO ORDER: Vice Chairman Madden called the Fourth Quarter 2017 CO-OP Meeting to order at 8:34 AM on August 29, 2017. The following Commissioners, staff, and guests were in attendance in whole or in part. Due to family emergency, Executive Director Haywood was not able to attend this meeting.

Commissioners

West Virginia

Patrick Campbell (Alt. Commissioner)

District of Columbia

Tiffany Potter (Alt. Commissioner) Dialed-In
Annemargaret Connelly (Alt. Com) Dialed-In

Maryland

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

Virginia

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

United States

Darryl Madden (Commissioner, Vice Chair)
Robert Sussman (Commissioner)

Staff and Guests

Staff

Robert Bolle (General Counsel)
Bo Park (Dir, Administration)
Cherie Schultz (Dir, CO-OP Section)
Claire Buchanan (Dir, Program Operations)
Curtis Dalpra (Communications Manager)
Heidi Moltz (Assoc Dir, Water Resources)

Guests

Valerie Cappola (USCOE NAD for Gen. Graham)
John Wirts (WV, DEP)
Collin Burrell (DC, DOEE for H. Karimi)

ADOPTION OF AGENDA: FY 2018 CO-OP Budget discussion and approval was added to the agenda as a first item under New Business. **Commissioner Campbell made a motion to approve the agenda, which was seconded by Commissioner Kearney. All were in favor.**

APPROVAL OF MINUTES: There were spelling corrections on pages 1, line 4, “gage” to “gauge” and page 2, third paragraph from bottom, “Loudon” to “Loudoun.” **Commissioner Lewis made a motion to approve the Minutes, which was seconded by Commissioner Kudlas. All were in favor.**

OLD BUSINESS

Follow-up from June Action Items: There were two action items from the last meeting.

- A conference call with the Executive Committee was held on June 22 to discuss the revisions to the Water Supply Coordination Agreement.

- Mr. Haywood reached out to Steve Bieber at Metropolitan Council of Governments (COG) to request a presentation on water supply alternatives and resiliency. Steve Walz (COG DEP) will be giving that presentation at the Business Meeting.

Section Quarterly Report: Dr. Schultz reported on a few items from the Section's quarterly activities which can be found in Tab 3, Attachment 2 of the meeting book.

Dr. Schultz provided updates of the Water Supply Alternatives Study and its communications plan, the review of the Water Supply Coordination Agreement (WSCA), a scoping project for revision of the Jennings Randolph Water Control Plan, and Travilah Quarry. The Water Supply Alternatives Study is near completion as three of four water suppliers have approved it for posting on the ICPRB website. Staff has been working on the press release communications piece for the Study. Mr. Dalpra added that the draft has already been reviewed by public information staff from the water suppliers. **V. Chairman Madden asked that the final draft of the press release to be sent to the commissioners before posting on the website.**

On the WSCA review, each utility has designated two people to be in the workgroup, including Loudoun Water. The first meeting is this Thursday, August 31st. The utilities are aware of the need to tackle issues such as expanding the regional cooperation in terms of cost share formulas and governance. In June, the general managers agreed that a focus on cost share formulas in the agreement would be prudent. The designees are, from Fairfax Water, Steve Edgemon and Greg Prelewicz; from WSSC, Tom Hilton and Joel Caudill; from Washington Aqueduct, Tom Jacobus and Alex Gorzalski; from Loudoun, Mark Peterson and Pam Kennel; and from ICPRB, Dr. Moltz and Dr. Schultz.

The Jennings Randolph Reservoir Water Control Plan (JRR WCP), which has not been updated since 1997, guides the Corps (US Army Corps of Engineers) on how they make releases. The scoping project for JRR WCP is a first step to explore options to use water quality storage for water supply usage during droughts. The Corps obtained funding for this project through their Planning Assistance to the States (PAS) funding mechanism, which the CO-OP Section is matching 1:1. A project kickoff meeting was held in August. The first phase of the scoping project must be completed by end of September. The Corps will apply for more funding in the coming year to continue this effort.

The Travilah Quarry was identified in the Alternatives Study as the most effective alternative for severe climate change projections. It would also contribute to regional resiliency in case of a spill event in the Potomac River. Cherie Schultz and Carlton Haywood met with Lisa Feldt, Director of the Department of Environmental Protection, Montgomery County, along with Commissioner Kearney and Steve Bieber and Steve Walz from Metropolitan Council of Governments (COG). Tom Jacobus of the Washington Aqueduct is keenly interested in this quarry as it could be a resource for the District of Columbia in the event of a spill. He is exploring funding options through the Corps, Office of Critical Infrastructure and Assistant Secretary of the Army, Civil Works, risk reduction element. **V. Chair Madden added that the Department of Health and Human Services (DHHS) may have an interest in this through COG. There is a national planning group within DHHS about which the V. Chair will forward information to Dr. Schultz.**

Financial Statement: Ms. Park reported on the financial status of the COOP Section: that the Section is projected to end the fiscal year under budget. The remaining funds will carry over to next year, and could be used for new projects.

NEW BUSINESS

FY 2018 COOP Section Officers: Commissioner Kudlas, Chair of the Nominations Committee, with the committee members, Mr. Campbell and Mr. Lewis, nominated Commissioner Sussman as Chair and Commissioner Kudlas as Vice Chair for FY 2018. **Commissioner Kudlas made a motion to accept the nominations as presented. Commissioner Holland seconded the motion with all in favor.**

FY 2018 COOP Section Budget: Dr. Schultz presented the COOP Section budget for the upcoming year, which was approved by the utilities with no changes. In the budget, there is a slight increase in staff time, and in contracts, there is a place holder for \$100k to work on the JRR Water Control update. Hiring a contractor may facilitate this effort, which will be funded out of the CO-OP reserve funds and would count as cost share to match the COE costs. Additionally, ICPRB's staff time will come out of the CO-OP staff budget. **Commissioner Kudlas made a motion to approved the FY2018 budget, which was seconded by Commissioner Lewis. All were in favor.**

ADJOURNMENT

The CO-OP Section meeting adjourned at 9:14AM.

Draft Minutes written by: Bo Park, Director, Administration

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

Approved by: H. Carlton Haywood, Executive Director