

INTERSTATE COMMISSION ON THE POTOMAC RIVER BASIN

FOURTH QUARTER 2021

BUSINESS MEETING

August 31, 2021

VIRTUAL MEETING

ROCKVILLE, MD

DRAFT MINUTES

CALL TO ORDER: Chairman Brakel called the Fourth Quarter 2021 Business Meeting to order at 9:45am on August 31, 2021. The following commissioners, staff, and guests were in attendance for all or part of the meeting.

Commissioners

District of Columbia

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

Maryland

Robert Lewis (Commissioner)
Catherine McCabe (Alt. Commissioner)
Lee Currey (Vice Chair, Alt. Commissioner)

Pennsylvania

Rep. Dan Moul (Commissioner)
William Willis (Commissioner)
Kristina Peacock-Jones (Alt. Commissioner)
Adam McClain (Alt. Commissioner)

United States

Robert Sussman (Commissioner)
Darryl Madden (Commissioner)
Amy Guise (Alt. Commissioner)

Virginia

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

West Virginia

John Wirts (Alt. Commissioner)

Staff

Michael Nardolilli (Executive Director)
Robert Bolle (General Counsel)
Harold Hodges (Dir., Administration)
Cherie Schultz (Dir, COOP Operations)
Heidi Moltz (Dir, Program Operations)
Curtis Dalpra (Dir, Communications)
Claire Buchanan (Emerita Director)
Alimatou Seck (Senior Water Resources Scientist)
DeeDee Hunter (Administrative Coordinator)
Renee Bourassa (Communications Specialist)
Sarah Ahmed (Water Resources Analyst)
G. Michael Selckmann (Aquatic Ecologist)

Guests

Valerie Cappola (USACE, NAD)
Anastasiya Kononova (USACE)
Lily Tromblay (VADEQ)
Chris Kimple (Rep. Commissioner Moul)
Joel Caudill (WSSC)
Greg Prelewicz (Fairfax Water)

Chairman Brakel announced that two new Commissioners were joining the meeting for the first time. He asked Commissioner Currey to introduce Commissioner McCabe. Commissioner Currey summarized the

background of fellow Maryland Commissioner McCabe, and she made some brief remarks to the Commission. Next, Commissioner Brakel summarized the experience of Commissioner Kristina Peacock-Jones who also addressed the Commission.

Executive Director Mike 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 either Maryland (the headquarters of ICPRB) or the federal government. While Maryland Governor Larry Hogan's emergency declaration expired on August 15, 2021, the U.S. Department of Health and Human Services renewed its determination on July 20, 2021 that a public health emergency exists which remains in effect. Mr. Nardolilli stated that because of the uncertainty regarding the Delta variant, ICPRB's Executive Committee voted on July 27, 2021, to extend Bylaw Section V(g) to the end of calendar year 2021.

WELCOME, ROLL CALL AND INTRODUCTIONS

Chairman Brakel welcomed everyone to the virtual meeting. Due to the nature of the virtual meeting, Mr. Nardolilli called the names of the members, staff, and guests. Those at the meeting acknowledged their attendance.

PUBLIC COMMENT: None were made.

ADOPTION OF DRAFT AGENDA

Commissioner McCabe made a motion to approve the agenda as circulated, which was seconded by Commissioner Karimi. All were in favor.

JUNE 15, 2021, DRAFT MINUTES

Commissioner Kudlas raised three items regarding the draft Minutes. First, he asked for an explanation about the meaning of "lagk" in the Unit Reporting of the CO-OP Section. Dr. Schultz explained the background for the reference and the Minutes were changed to add the following parenthetical: "(a method used by NWS Middle Atlantic River Forecast Center to route flows based on upstream gage flows, with flow-dependent lag times applied)". Secondly, Commissioner Kudlas suggested the insertion of "Kudlas" after "Scott" in the paragraph under the heading "Fiscal Year 2022 Framework Budget." Finally, Commissioner Kudlas suggested that one date be changed in Tab 6, Attachment 3 from "November 29-30, 2022" to "November 29-30, 2021." **Commissioner Karimi made a motion to approve the March 2, 2021, Meeting Minutes with these two modifications and the date change in the Proposed Meeting Dates, which was seconded by Commissioner Kudlas. All were in favor.**

NOTES FROM EXECUTIVE COMMITTEE (EC) CONFERENCE CALLS (Tab 2)

Mr. Nardolilli gave an overview of the Executive Committee meeting held on July 27, 2021 (notes found under Tab 2 of the Meeting Book). Mr. Nardolilli then highlighted an update on matters from the Executive Committee conference call that was held on August 30, 2021, as follows:

New Member of Executive Committee

The Executive Committee welcomed a new Alternate Commissioner from the Commonwealth of Pennsylvania who has been chosen by that delegation to represent Pennsylvania on the Executive Committee. Kristina Peacock-Jones is a Program Manager in the Compacts and Commissions Office at the Pennsylvania Department of Environmental Protection and serves as the Commonwealth Drought Coordinator. She manages the State Water Plan and Coastal Resources Management Program Sections and is a licensed professional engineer in Pennsylvania.

Update on Congressional Briefings on the Travilah Project

Mr. Nardolilli reported that Staff has been going through the list of our 13 DC-area Members of Congress explaining the need for the acquisition of Travilah Quarry and its conversion into a reservoir for water storage. We now have briefed ten of the thirteen members or their staffs of the DC-area delegation with the following meetings now scheduled: Timia Crisp of Rep. John Sarbanes' office (9/1) and Lauren Covington of Rep. Gerald Connolly (9/7). We have yet to receive a reply to our repeated e-mails to Rep. Wexton. We have also briefed Sara Gonzalez-Rothi of CEQ (August 12) and on August 5 we briefed William McNamara and Joseph Kluczynski, the Field Representatives for the DC area of the Cybersecurity and Infrastructure Security Agency (CISA). We will be meeting with representatives of CISA Headquarters on September 3. Mr. Nardolilli reported that we are still trying to set up meetings with ACOE Headquarters, the military side of the U.S. Army Corps of Engineers (ACOE or USACE), the Department of Defense, and the Department of Homeland Security. Commissioner Sussman requested that Staff add OMB to that list.

The "sanitized" summary of the Value Planning Workshop (formerly Value Engineering/Planning Study) was released by ACOE with no restrictions on use. A Copy was supplied to Executive Committee and the ACOE sent this to Congresswoman Norton's office. Several Commissioners found the summary confusing, and Mr. Nardolilli suggested adding some clarifying language. Commissioner Guise is going to "coordinate internally regarding the need for any potential changes."

On August 28, we filed an application under WRDA Section 7001 with the U.S. Army Corps of Engineers for funding for the Travilah project. We indicated that the cost would be \$3 million for a feasibility study and \$800 million for construction. Our ask is for 100% federal funding, but we offered to apply the \$7.8 million in federal dues owed to the ICPRB from 2009 as a match.

Mr. Nardolilli indicated that he had looked back on the notes of the September 18, 2019, meeting of the WMA Supplemental Storage Work Group which confirmed that the Value Engineering/Planning Study was designed to fulfill the requirements of DD Form 1391. On the relevant website, this is how that form is described: "The DD Form 1391 is used by the Department of Defense to submit documented requirements necessary for the submittal of program justification in support of funding request for military construction projects to Congress." (Emphasis added). Even though it doesn't say so, The Value Engineering/Planning Study appears to have all the information needed to complete Form 1391. While this Study could be used to support a Civil Works application, it appears to be directed more to the military side of USACE.

Mr. Nardolilli reported that while we pursue the Civil Works side of USACE (Section 7001 leading to WRDA funding), we will also be seeking meetings with the military side of USACE leading to DOD funding. We have a few leads from the individuals who were present during the "Workshop", and we will try to arrange briefings on the military/DOD side. There is one other avenue: the USACE's Interagency and International Support program that provides technical assistance to non-Department of Defense federal agencies, such as Homeland Security. I am trying to set up a meeting with Commissioner Madden who used to be with FEMA to get some guidance on this third option. We have yet to brief the County Executive of Montgomery County. The D.C. Mayor's office has requested that we do so.

Mr. Nardolilli reported working with Commissioner Guise and there is reason to believe that that we are moving in a positive direction. Accordingly, Staff suggested that we "stay the course" and complete our round-robin of Congressional briefings, and the four agency briefings mentioned earlier. We will also seek meetings with the Members themselves for five of the Congressional offices that have already been briefed: Senators Cardin, Van Hollen, Kaine and Warner, as well as Congressman Hoyer.

Review of Draft Op-Ed and Next Steps

Mr. Nardolilli raised the issue of the advisability of getting an op-ed published in the Washington Post to draw attention to this issue, particularly in the leadership of Congress and the Executive Branch. To that end, Staff asked one of our volunteers, Laurie Mazur, an editor at the Island Press and lead for their Urban Resilience Project, to do the first draft of an op-ed. That version was modified by several Commissioners and was circulated to the Executive Committee. Staff is requesting guidance as to the next steps.

Alternatives include the following: (a) sending this version to the Supplemental Storage Working Group for further discussion; (b) authorizing the Chair or the ED to sign this version for submission to the Post; (c) presenting this version to Congresswoman Norton and Congressman Beyer (the two Districts most impacted by the lack of back-up water for their submission to the Post) for their use; or (d) putting relevant information about DC's water supply vulnerabilities onto our website by modifying our presentation that we are giving congressional staff. Staff recommended that we not engage the public now until we have completed the meetings listed above.

While some Commissioners believe that ICPRB should get the draft Op-Ed published to fulfill the Commission's duty to inform the public, a majority agreed with Staff that now is not the time to do so. Nonetheless, in a spirit of compromise, the Executive Committee requested that Staff draft language regarding the subject matter of the draft Op-Ed for placing on the ICPRB website and send the recommended language back to the Executive Committee for consideration.

Approval of Notes of July 27, 2021, Executive Committee Conference Call (Meeting Book, Tab 2)

After circulating these Notes in the Commission Book, Mr. Nardolilli reported being contacted by Commissioner Guise from the ACOE who suggested a clarification. While normally the Notes (re-named as Minutes) should reflect what was said at the meeting or known at the time, it was suggested that the Minutes should reflect how the dispute on the "sanitized version" of the summary of the Secondary Water Source for Washington, DC Area (June 2020) was resolved. Accordingly, Staff is suggesting that at the middle of the second page of the Notes the following language be added: "Subsequently after further internal coordination, this sanitized version was shared with the Commission on August 20, 2021."

Commissioner Sussman made a motion to modify the Minutes as suggested by Commissioner Guise which was seconded by Commissioner Kudlas. All were in favor. Commissioner Sussman then moved to approve the Minutes as modified which was seconded by Commissioner Currey. All were in favor.

Discussion of Vice Chair Position

Mr. Nardolilli noted that the ICPRB Bylaws provide for a specific rotation of the States holding the Chair position of the Commission. It has been the practice of ICPRB to elect a person from the next state in the rotation to serve as Vice Chair so that there is a smooth transition of experienced leaders to guide ICPRB. Accordingly, at its August 31 meeting, the Commission will elect the current Vice Chair from Maryland as Chair and then elect someone from Pennsylvania as Vice Chair.

Mr. Nardolilli reported that Commissioner Kristina Peacock-Jones has been chosen to be Pennsylvania's representative on the Executive Committee. Commissioner Peacock-Jones has indicated her willingness to serve as Vice Chair of the ICPRB. Mr. Nardolilli announced his intention to advise the Nominating Committee (Hamid Karimi, Paul Holland, and Jeff Seltzer) of the choice of Lee Currey as Chair and Kristina Peacock-Jones as Vice Chair in FY2022. There were no objections.

FY2022 Budget Considerations

Mr. Nardolilli noted that the Commission will be asked tomorrow to adopt the “framework budget” adopted in June as the Budget for FY2022. He explained that as we have developed the budget, we have learned that the water suppliers will not fund any work relating to the Resolution, including Cherie’s time. The options for the Resolution are as follows: (a) postponing, sequencing, or scaling back implementing the Resolution until other funding sources can be identified; (b) funding from the States; (c) seeking funding for the workshop under our Section 106 grant (FY23); or (d) use of our Reserves to fund this activity. Mr. Nardolilli indicated that he will be working with Staff to explore ways to implement the Resolution without the financial support of the water suppliers.

Status of ICPRB Response to COVID-19

Mr. Nardolilli provided an update on ICPRB’s response to COVID-19. Draft “Return to Office Protocols” that established a gradual movement away from telework to being in the offices were shared with the Executive Committee on July 23. On August 11 ICPRB conducted a “Town Hall” with Staff to get their input. From these discussions and the recent surge in COVID-19 cases due to the Delta Variant, the Executive Director decided to “pause” the implementation of the Policy until conditions improve. While Governor Hogan’s Order declaring a state of emergency expired on August 15, the U.S. Department of Health & Human Services renewed its determination that a public health emergency exists on July 20, 2021, and that determination is still in effect. (On July 27 the Executive Committee decided to continue “virtual meetings” until the end of the year). Mr. Nardolilli noted that our building in Rockville still has a mask mandate, and the LL Conference Room is still shuttered.

Selection of Representatives on the Executive Committee by Each Delegation

Mr. Nardolilli reminded the Members of the Executive Committee that each delegation needs to meet to select their representative on the Executive Committee for FY2022. Mr. Nardolilli requested the transmittal of that information to the Executive Director as soon as possible but no later than the end of FY2021.

Adoption of Goals for the Executive Director for FY2022

Mr. Nardolilli pointed out that the Manual of Operations (MOO, Attachment A at A.2) of ICPRB provides that the review period for all employees, including the Executive Director, should be the fiscal year of the agency (October 1 through September 30). During Fiscal Year 2021, the Executive Director presented his Self-Evaluation to the Chair prior to June 30th. The Chair, in consultation with the Executive Committee, completed the evaluation prior to July 31st. In prior practice, the process for the next fiscal year begins when the Executive Director drafts his proposed goals for the upcoming fiscal year for presentation to the Executive Committee at its meeting immediately before the Fourth Quarter Business Meeting. The aim is for the new performance goals to be adopted by the Executive Committee prior to the commencement of the new fiscal year with the subsequent evaluation following the same timetable used in Fiscal Year 2021. These goals for Fiscal Year 2022 were vetted with the Chair & Vice Chair and were presented to the Executive Committee for adoption.

Commissioner Currey moved to adopt the FY2022 Goals of the Executive Director for FY2022 as presented with a second by Commissioner Brakel. All were in favor.

OLD BUSINESS

Executive Director's Report: Mr. Nardolilli noted that his full report is in Tab 6 of the meeting book. Because that report was prepared on July 27, 2021, Mr. Nardolilli updated some of those items in his oral presentation following the headings identified in the agenda.

- **Return to Office Protocols**

As the Director of Administration, Harold Hodges revised a "Return to Office Protocols" drafted by a staff workgroup that proposed a gradual movement away from telework to being in the offices. On August 11 ICPRB conducted a "Town Hall" with Staff to get their input. From these discussions and the recent surge in COVID-19 cases due to the Delta Variant, the Executive Director decided to "pause" the implementation of the Policy until conditions improve.

- **Federal Funding Activities**

ICPRB Staff continues to work with the other two Mid-Atlantic River Basin Commissions in securing federal funding for ICPRB, the Susquehanna River Basin Commission and the Delaware Basin River Commission. Except for one Congressional earmark in FY2009 secured by former Senator Frank Lautenberg (D-NJ), the United States has not met its statutory obligation (under Public Law 91-407) to support the ICPRB since 1996. This year, earmarks have been reborn as "Community Project Funding" requests. The three Mid-Atlantic River Basin Commissions (RBCs) decided to submit separate requests to Senator Bob Casey (D-PA) (a Member of the Senate Appropriations Committee) because Pennsylvania is part of all three RBCs. [Additionally, we did not want to distract the rest of the Congressional delegations in the Potomac River Basin (who are Members of CO-OP) who we want to be focused on securing funding for Travilah Quarry]. Mr. Nardolilli reported that he will be meeting with representatives of the other three RBCs to plan the next steps.

- **80th Anniversary Planning Update**

Mr. Nardolilli reminded Commissioners that we have "de-coupled" the planned boat ride from our efforts to commemorate the 80th Anniversary year of ICPRB that just concluded. We are looking for a date for the planned boat ride in the Spring of 2022.

- **Supplemental Storage Work Group**

The Supplemental Storage Work Group (SSWG) continues to oversee our outreach efforts on the Travilah Project. Cherie Schultz convened the Outreach Subcommittee of the SSWG on August 18, 2021, to coordinate ICPRB's application under Section 7001. Mr. Nardolilli reported that the group worked together in record time and the application was submitted on August 28.

- **Land Prioritization Project**

The U.S. EPA has an office of Mid-Atlantic Source Water Protection headed by Michelle Wolfgang. On August 10, EPA convened a meeting between ICPRB and the State of Connecticut to discuss the efforts of the Drinking Water Source Protection Partnership (DWSPP) to identify lands important for source water protection. Connecticut is not as far along as DWSPP in their work so they were able to learn from us. In addition, the American Water Works Association has announced the first ever "Source Water Protection Week" from September 26 to October 2, 2021 https://www.awwa.org/Resources-Tools/Resource-Topics/Source-Water-Protection/Source-Water-Protection-Week/Source-Water-Protection-Week-Materials?utm_term=AWWA+Public+Affairs+Advisory+-+Source+Water+Protection+Week&utm_source=communications&utm_medium=email&utm_content=082621SWPWlaunch&utm_campaign=advisory

Mr. Nardolilli reported that the Implementation Committee of DWSPP will be meeting on September 23 from 1:30pm to 2:30pm and David Lillard of the Catoctin Land Trust will speak on the perspective of land trusts on source water protection. Finally, Mr. Nardolilli noted that he has spoken with Glenda Booth who serves on the Board of the Virginia Land Conservation Foundation (VLCF). A VLCF Subcommittee will be meeting on September 7 to consider making a change to the VLCF Scoring Manual to award extra points for projects that score high for protecting drinking water sources.

Implementation of the June 15, 2021, Resolution

Cherie Schultz reported that the water suppliers have decided not to fund out-of-pocket expenses or staff time to implement the June 15 Resolution. Moreover, the water suppliers have made a series of requests to ICPRB regarding expenditures and staff salaries of CO-OP that are also connected to the June 15 Resolution. Dr. Schultz estimated the costs of each of the three activities called for in the Resolution (the “Workshop,” the “Task Force,” and the “Work Group”) and presented the Chart below. The estimate for the **Workshop** was suggested by Claire Buchanan (ICPRB’s Director Emerita) but some cost savings may be possible. Dr. Schultz indicated that ICPRB’s Section 106 Grant could cover some of the costs of the Workshop beginning in FY23. Commissioner Guise indicated that the U.S. Army Corps of Engineers has a program that may provide some funding. Applications under the USACE’s “Sustainable Rivers” program are due on October 20, 2021. The estimate for the **Task Force** was based on 1.5 years of work by 0.5 FTE and \$45,000 for a facilitator. The estimate for the **Work Group** was based on 1 year of work by 0.5 FTE. For the **Task Force** and the **Work Group**, alternate funding sources would be needed. Mr. Nardolilli stated that Foundation sources will be examined to see if at least some of those activities will be covered. Finally, Mr. Nardolilli indicated that ICPRB Reserves could be used to achieve this goal.

Cost Estimates for Implementation of June Resolution

A. Workshop on environmental flows in large rivers: \$70,000 – \$80,000

- Meeting coordination
- Meeting space
- Expert per diem & travel expenses
- Final report

B. Task Force on Water Supply Coordination Agreement: \$160,000

- Meeting coordination, minutes, document
- preparation
- Expert facilitator (\$45,000)

C. Work Group on Low Flow Allocation Agreement: \$75,000

- Meeting coordination
- Minutes
- Document preparation

Work Group on Justice, Equity, Diversity & Inclusion (JEDI)

Commissioner Jones submitted a nine-page draft report to the Commissioners on the progress of the Justice Equity, Diversity, and Inclusion (JEDI) Workgroup and discussed JEDI with the Commission. In addition to Commissioner Jones, the Work Group consists of Commissioners James Tsai and Darryl Madden with staff support from Curtis Dalpra. Commissioner Jones recounted how on December 1, 2020, the Commission voted to endorse the Chesapeake Executive Council's Statement in support of diversity, equity, inclusion, and justice. The Work Group adopted definitions for each of the terms to assist in implementing the Statement and suggested a series of principles for ICPRB to follow with regard to the appointments of Commissioners, hiring of staff and targeting its programs and activities to the goals of JEDI. Moreover, the Work Group recommended these additional next steps and items:

- Establish a permanent JEDI Committee with representation from each of the member jurisdictions to fulfill these principles and charges
- When complete, a short version of the policy should be featured on ICPRB letterhead, Press releases, employment advertising, invitations to events (walks, cleanups, meetings) and social media platforms.
- Consider the feasibility of hiring a diversity, equity, and inclusion (DEI) consultant for staff development and training as well as evaluating and creating hiring and training programs for targeted groups consistent with adopted JEDI principles.
- Consider the feasibility of convening a workshop with member agencies, peer institutions on environmental justice in the Potomac River Basin.

Commissioner Jones requested a broader representation from other Basin jurisdictions on JEDI.

Commissioner Kudlas asked about whether non-Commissioners could participate and was assured they could do so. Commissioner Will Willis from Pennsylvania volunteered to serve on the JEDI Workgroup.

Operations Report

- **Contracts and Finance:** Mr. Hodges gave a summary of the grants and contracts, which can be found in Tab 6, Attachment 2 of the meeting book. The COG River Spill Model Project (\$125,000 value) was extended to end on Sept. 30, 2021. Grant #230 (PA Little Pipes Creek) run through August 31, 2022, and Grant (#263) (MS4 Monitoring Initiative) runs through May 31, 2022. The status of several vendor contracts is shown on Tab 6, Attachment 2.

The Commission did not make any withdrawals from the Reserve Accounts, which held a balance of approximately \$636,259. It was reported that ICPRB has outstanding accounts receivables from DC and DC Water (Project #350) totaling \$77,930.

- **Unit Reporting**

Communications: Mr. Dalpra reported on our progress on getting more “interactive” maps and resources available on our website. He noted that Communication Specialist Renee Bourassa continues to apply her graphics learning to our advantage. Our “Wandering the Watershed” tool is a Story Map that lists recreational sites within the watershed and has been a big success as it not only assists the public with a one-stop shop for fun activities in the Basin, but it also helps to promote stewardship of these resources. Commissioner Brakel praised “Wandering the Watershed” and noted that he uses it. We are converting the “timeline” developed during the 80th anniversary celebration into an easy-to-use product that tells the history of ICPRB and the Potomac River. In addition, we are developing another product that will visualize the impervious surfaces in the watershed as part of the Comprehensive Plan. Mr. Dalpra highlighted two upcoming public events: (1) the Festival del Rio Anacostia on October 9 [part of our JEDI outreach]; and (2) the ICPRB “Walk in the Woods” in Frederick County on October 16. More details can be found in the Commission Book under Tab 7.

Program Operations: Dr. Moltz discussed two facets of the work of the Aquatic Life Section and the Water Resources Section during the last quarter. First, Dr. Moltz highlighted the continuing implementation of the Comprehensive Plan. Staff updated the water quality inventory on our website that provides information on monitoring programs throughout the Basin. Staff continues to make progress on the Potomac Data Inventory and Mapping Exploration (DIME) project. Dr. Moltz pointed to the impervious story map being developed with Renee Bourassa as an example of how ICPRB is working to make publicly available data sets easy-to-use by the public through interactive tools. A DIME prototype is anticipated by the end of FY22. Secondly, Dr. Moltz gave an update on three new projects. About a month ago, staff began work on the planning phase of the National Water Quality Initiative for the Natural Resources Conservation Service. This is a one-year assessment of the Little Pipe Creek in Frederick and Carroll Counties in Maryland. In addition, Staff is in discussions with MDE about developing salt management training resources. This project would be a great follow-up to the Salt Management Strategy (SaMS) that we did for Virginia DEQ and in collaboration with diverse local stakeholders. Finally, Mike Selckmann was contacted by Virginia DEQ to do a Scope of Work for a survey of the Harmful Algal Blooms on the North Fork of the Shenandoah River. Because of the possible arrival of Tropical Storm Ida in the Potomac Basin, this project may not go forward. Nonetheless, ICPRB is running transport time scenarios to calculate the arrival of these potentially toxic algal cells downstream. Details about other projects can be found in the Commission Book under Tab 7.

Administration: Administrative Director Harold Hodges indicated that he is examining improvements to our software for recording timesheets as well as other efficiencies in the administration of ICPRB. Wearing his HR hat, Mr. Hodges is focusing on Staff evaluations and is preparing for the annual audit. More details can be found in the Commission Book under Tab 7.

CO-OP Section: Dr. Schultz gave some background for the “Project Spotlight” presentation that will follow by Dr. Alimatou Seck. Dr. Schultz explained that the goal of the 2D Potomac River Spill Model is to build a better model for estimating time of travel for oil spills and stressed the value of partnerships to this national pilot effort by USGS. The first step was to collect bathymetric data from the main stem of the Potomac River in two phases. Phase 1 collected airborne LiDAR data from Little Falls to Shepherdstown. This work was funded by the CO-OP water suppliers as well as the USGS and was conducted in the Fall of 2019. In the Fall of 2021, Phase 2 will collect data from Shepherdstown to Hancock. This activity will be funded by DOEE (through DWSP), the CO-OP water suppliers and USGS. This year, ICPRB constructed a 2D **Steady** Flow Oil Spill Model in CATS/GNOME that was funded by the U.S. EPA Section 106 grant. Currently, ICPRB is constructing a 2D **Unsteady** Flow Oil Spill Model that is being funded by the Department of Homeland Security (UASI) through MWCOG. More details can be found in the Commission Book under Tab 7.

- **Project Spotlight: Latest 2D Potomac River Flow/Spill Modeling.** Dr. Alimatou Seck gave a presentation on the modeling results so far using the 2D Spill Model of the Potomac River. Dr. Seck explained that the goal is to estimate the arrival times of floating contaminants (such as oil) at the downstream water supply intakes using the contaminant transport model (GNOME) with inputs of the 2D steady and transient flow from the Current Analysis and Trajectory Simulation (CATS) as well as the 2D unsteady flow simulations from Delft3D and IRIC. The data used was the bathymetric LiDAR data from the Little Falls to Shepherdstown, including a short stretch of the Shenandoah River. Dr. Seck showed a simulation of a release of 100 barrels of medium crude

oil as it moved through the channel under two different conditions: constant flow and variable flow. The presentation graphically showed the differences not only in the arrival time of the oil downstream but also between the amount of oil floating and that being deposited along the way. Dr. Seck also discussed the Unsteady Flow Model (Delft3D) for the area from Point of Rocks to Chain Bridge. She focused on the area around White's Ferry and showed how the model can produce a wide variety of data. Dr. Seck also showed a graph comparing the predicted discharge from the model with observed discharges. The modelled flows were in close alignment with observed flows except in low flow conditions which Dr. Seck speculated may be due to the omission of water supply withdrawals in the current model. Finally, Dr. Seck showed how the more advanced model can show the complex patterns around islands that can greatly influence the transport of contaminants. Unfortunately, given the need to stay on schedule, there wasn't time for any questions or answers. If Commissioners have any questions, please contact either Dr. Seck or Dr. Schultz directly.

NEW BUSINESS

Fiscal Year 2021 Budget Amendment #4

Mr. Nardolilli presented the budget amendment included in the meeting book, Tab 5, Attachment 1. The change of \$11,145 in "Consultants" reflects the need for legal services for the personnel matter.

Commissioner Kudlas made a motion to approve the Budget Amendment #4, which was seconded by Commissioner Lewis. All were in favor.

Fiscal Year 2022 Budget

Mr. Nardolilli presented the budget for FY2022 that is included in the meeting book, Tab 5 Attachment 3. Mr. Nardolilli noted that this is a request to adopt the same framework budget that was approved by the Commission at the June 15, 2021, meeting. As previously noted, there is uncertainty at the present time in how to fund the implementation of the June 15 Resolution. Mr. Nardolilli indicated that Staff will be coming back to the Commission at its next meeting with Budget Amendments to provide for the funding of the Resolution. **Commissioner McCabe made a motion to approve the FY2022 Budget as presented, which was seconded by Commissioner Lewis. All were in favor.**

Nominations for Jurisdictional Officers

Mr. Nardolilli requested that each delegation meet off-line and choose among themselves their representatives on the Executive Committee for FY2022. Each delegation is requested to notify either the Chair or the Executive Director of their selection by September 30.

Election of FY2022 Officers

As Chairman of the Nomination Committee, Commissioner Karimi placed into Nomination the names of Commissioner Currey as Chair and Commissioner Peacock-Jones as Vice Chair of ICPRB.

Commissioner Karimi reported that the other members of the Nomination Committee (Commissioners Seltzer and Holland) concurred in the nominations. **Commissioner Guise made a motion to approve the selection of Commissioner Currey as Chair and Commissioner Peacock-Jones as Vice Chair. The motion was seconded by Commissioner Holland. All were in favor.**

Commissioner Currey expressed his thoughts and appreciation for the leadership of Commissioner Brakel during the last year. Commissioner Brakel made some brief comments in response thanking all those who helped to make the past year a success. Several Commissioners added their personal appreciation to Commissioner Brakel for his work which was echoed by the Executive Director and the General Counsel.

FY2022 Meeting Dates

Mr. Nardolilli requested the adoption of the meeting dates for FY2022 shown under Tab 6, Attachment 3 (as modified earlier by Commissioner Kudlas). **Commissioner McCabe made a motion to adopt the meeting schedule as modified and that was seconded by Commissioner Seltzer. All were in favor.**

ADJOURNMENT

With no further business before the Commission, Commissioner Currey made a motion to adjourn that was seconded by Commissioner Lewis. All were in favor. Accordingly, the meeting adjourned at 12:06p.m.

Minutes Drafted, Edited, Approved, and Submitted By: Michael Nardolilli, Recording Secretary