

**CONOWINGO WATERSHED IMPLEMENTATION PLAN (WIP)  
STEERING COMMITTEE MEETINGS: ACTIONS AND DECISIONS**

**ACTIONS & DECISIONS – May 13, 2020 (meeting materials: [link](#))**

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**Action:** Hilary Swartwood will send a poll to the Conowingo WIP Steering Committee members to schedule meetings for late May and mid-June. **COMPLETE**

**Action:** The Conowingo WIP Steering Committee Chairs will update the matrix and draft a Gant timeline with guiding principles, which will be sent to the Committee to review.

**Action:** After the PSC meeting, the Steering Committee will provide feedback to the grantees on any changes needed to the Conowingo WIP narrative based upon selected scenario(s).

**Decision:** The group approved including multiple scenarios in the final draft Conowingo WIP narrative for public comment.

**Action:** The Conowingo WIP Steering Committee Chairs will prepare a presentation for the PSC meeting on Friday, May 22, 2020 and send to the group for feedback. **COMPLETE**

**ACTIONS & DECISIONS – April 3, 2020 (meeting materials: [link](#))**

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**Decision:** The Actions and Decisions were approved as long as Hilary Swartwood adds the grantee's Scope of Work to the Chesapeake Bay Program partnership's [Conowingo WIP homepage](#) on chesapeakebay.net. **COMPLETE**

**Action:** EPA and the Steering Committee Chairs will share the Actions and Decisions for the priority geographies from the December 2017 PSC meeting (*Post- meeting note: after looking into this further, no record of a PSC decision regarding a priority geography was found*). **COMPLETE**

**Action:** The Activity 1 grantees will aim to share all CAST scenario information (e.g., CAST scenario, including summary tables) with the Conowingo WIP Steering Committee by COB April 10<sup>th</sup>. If jurisdictions have additional contacts that need this information, they should send their names to Bryan Seipp ([bts@cwpp.org](mailto:bts@cwpp.org)). **COMPLETE**

**Decision:** For the April 15, 2020 meeting, the Activity 1 grantees will use the shell geography from Scenario 1 to create an adjusted scenario to include most cost-effective BMPs (both agricultural and urban practices) for nitrogen in the most nitrogen effective loading areas within the shell; adding in more practices, if needed, to achieve the Conowingo planning target for nitrogen and phosphorus.

**Action:** By the April 15, 2020 Conowingo WIP Steering Committee conference call, the Activity 1 grantees will create a new title for Scenario 1, instead of "constrained." **COMPLETE**

**Action:** Hilary Swartwood will share the link to the zoom recording for today's meeting with the Conowingo WIP Steering Committee members. **COMPLETE**

**Action:** Hilary Swartwood will send out a doodle poll the week of April 6, 2020 to schedule the May conference call. **COMPLETE**

**ACTIONS & DECISIONS – March 4, 2020 (meeting materials: [link](#))**

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**Action:** Hilary Swartwood will add the Scope of Work for each grantee to the Conowingo WIP homepage. **COMPLETED**

**Decision:** The states have until COB Friday, March 6<sup>th</sup> to submit additional comments. **COMPLETED**

**Action:** Activity 1 grantees will compare the priority geographies to their respective basins and provide a more in depth explanation of why each priority geography was considered.

**Action:** Activity 1 grantees will remove bioreactors as a BMP because these are not partnership approved.

**Action:** Activity 1 grantees will run 2-3 more CAST scenarios for different years (2025 / 2035 / 2045). The EPA recommends the following: **COMPLETE**

1. Steering Committee constraints
2. Broader BMP list and priority geographies
3. Broader BMP list and broader priority geographies

**Action:** The EPA will set up a meeting with the Center to discuss expectations for the additional CAST scenarios. **COMPLETED**

**Action:** Activity 1 grantees will clarify in the Conowingo WIP that states implement the suggested BMPs, but they do not fund them.

**Action:** The Center for Watershed Protection will meet with EPA and Conowingo Steering Committee Chairs to discuss expectations and timeframe for the Conowingo WIP. **COMPLETE**

**Action:** The Steering Committee will revise the Conowingo WIP timeline to give grantees more time to generate additional CAST scenarios and update the draft WIP. **COMPLETE**

**Action:** Activity 1 grantees will identify current, existing programs that are effective for a suite of BMPs and make connection between WIP implementation and those programs. Additionally, they will also track Conowingo specific implementation within those areas.

**Action:** Hilary Swartwood will schedule more meetings for April to go over the new CAST scenarios. **COMPLETE**

**ACTIONS & DECISIONS – February 2020**

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No meeting in February.

**ACTIONS & DECISIONS – January 31, 2020 (meeting materials: [link](#))**

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**Action:** EPA will work with the grantees to revise the schedule to incorporate the review period for the Principal Staff Committee for the financial strategy. This will be brought back to the Steering Committee for approval at the March 4, 2020 meeting.

**Action:** The Steering Committee will send any additional feedback on the draft Conowingo WIP to the Activity 1 grantees by COB February 7, 2020. **COMPLETE**

**CONOWINGO WATERSHED IMPLEMENTATION PLAN (WIP)  
STEERING COMMITTEE MEETINGS: ACTIONS AND DECISIONS**

**Decision:** The steering committee approved adapting the timeline to give the grantees more time to develop the WIP. The grantees will have until February 28, 2020 to finalize the WIP and then they will send this version to the Steering Committee for review before the March 4, 2020 meeting. Once approved, it will be sent to the Principal Staff Committee.

**Action:** The Conowingo WIP leadership will update the timeline to include Principal Staff committee's review of the financing strategy and develop a Gantt chart of the timeline and milestones.

**Action:** The following suggestions will be incorporated into the Watershed Implementation Plan:

1. Add a description to the phosphorous shell geography map to clarify that, although originally constrained to this map, the priority geographies focus on nitrogen in the Watershed Implementation Plan.
2. Update the Map on page 6: MD would like Cecil and Harford counties outside of Susquehanna removed (only want their section of watershed that flows into Conowingo shown).
3. Change "urban land" to "developed land" for clarification.
4. Expand list of BMPs:
  - a. Oysters
  - b. Stream restoration
  - c. Living shorelines
  - d. Bioreactors
  - e. Land retirement cap
  - f. Manure treatment
  - g. Urban forests
  - h. Wastewater (tentative)
5. Ensure the Watershed Implementation Plan incorporates the most current stream restoration protocols and clearly delineates that urban and ag are separate stream restoration protocols.
6. Create different scenarios that will get to 6-millions lbs.
7. Create a more extensive outreach strategy for expanded geographies.

**ACTIONS & DECISIONS – December 19, 2019 (meeting materials: [link](#))**

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There were no actions and decisions for December.

**ACTIONS & DECISIONS – November 21, 2019 (meeting materials: [link](#))**

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**Action:** The list of financial advisory committee members will be provided to the Steering Committee (see below). **COMPLETE**

- Gabe Cohee, Director for Restoration Finance at Chesapeake and Coastal service, MD DNR
- Jens Damgaard, Eckert Seamans.
- Joe Gill, Prince George's County
- Mark Bryer, TNC
- Erik Michelsen, Anne Arundel County
- Jake Reilly, NFWF
- Brian VanWye, DC government
- Nick Dilks, Ecosystem Investment Partners

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STEERING COMMITTEE MEETINGS: ACTIONS AND DECISIONS**

**Decision:** The financial advisory committee advises the Trust and not the steering committee. However, updates from financial advisory committees meetings will be provided to the steering committee.

**Action:** In Activity 1, the grantees will: **COMPLETE**

1. Exclude Adams County as a priority geography
2. Revisit Lebanon County as a potential priority geography in place of counties in the Upper Susquehanna
3. Align schedule with PA DEP outreach planning

**Decision:** In Activity 1, the grantees and Steering Committee determined the focal geographies for Conowingo WIP analysis, outreach, and implementation. The priority geographies (listed below) will be located in the Susquehanna, Western Shore, and Eastern Shore geobasins (major river basins segmented by geologic factors):

1. PA geographies:
  - a. Upper Susquehanna (portions of Tioga, Bradford, Susquehanna)
  - b. Portion of Luzerne
  - c. Confluence region (portions of Lycoming, Northumberland, Montour, Union, Snyder)
  - d. Central (portions of Clinton, Centre, Mifflin)
  - e. Western (Blair, Bedford)
  - f. South Central (Cumberland, Lebanon)
2. MD geographies:
  - a. Top of the Bay (portions of Harford, Cecil)
  - b. Mid-Eastern Shore (Portions of Kent, Queen Anne's)
  - c. Lower Eastern Shore (portions of Caroline, Talbot, Dorchester)

**Decision:** Due to the tight timeframes for the Conowingo WIP, differing opinions on the preferred most-effective basins geography as well as what has been or needs to be approved by the PSC regarding the most-effective basins geography, the Steering Committee agreed the grantees should continue using the most effective basins geography map included in the PSC-approved Conowingo WIP framework document, which are based on phosphorous not nitrogen. The Steering Committee also agreed that this can be revisited as part of the adaptive management process for the WIP and as necessary to facilitate WIP implementation.

**ACTIONS & DECISIONS – October 30, 2019 (meeting materials: [link](#))**

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**Action:** Activity 1 grantees will update the terminology in the WIP3 – E3 formula to “possible opportunities.”  
**COMPLETE**

**Action:** By the November 21<sup>st</sup> meeting Activity 1 grantees will provide the following: **COMPLETE**

1. Draft maps/geographies and associated methodology documentation for review and comment
2. Information on prioritized geographies
3. Draft outreach strategy factsheet
4. Draft outline of outreach strategy for review and discussion

**Action:** By the November 21<sup>st</sup> meeting Activity 2 grantees will provide an update on/related definition of the financial strategy system. **COMPLETE**

**Action:** Before the November 21<sup>st</sup> meeting, Activity 3 grantees will provide an outline of the WIP process.  
**COMPLETE**

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**Action:** Activity 3 grantees will provide a live demo of the WIP process during the November 21<sup>st</sup> meeting. **COMPLETE**

**Action:** The Steering Committee will get more information on the Exelon Settlement and keep the group apprised of new developments as it pertains to Conowingo. **ONGOING**

**Decision:** the Conowingo WIP Steering Committee approved the September Actions and Decisions.

**Decision:** the Conowingo WIP Steering Committee decided that future meetings will be conference calls with the option for in-person meetings as more materials become available.

**Decision:** Activity 2 grantees and the Chesapeake Bay Trust will keep the CWIP steering committee apprised of any new/major developments for the financial strategy system, and the Trust can schedule some time if there's interest from the Steering Committee in following up directly with any of the advisory work session members.

**ACTIONS & DECISIONS – September 23, 2019 (meeting materials: [link](#))**

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**Action:** Grantee contact information will be sent to the Steering Committee members. **COMPLETE**

**Action:** Grantees will provide tables on effectiveness to support the loading rates maps developed by Tetra Tech. **NO LONGER RELEVANT PER NOVEMBER 21<sup>ST</sup> DECISION**

**Action:** Hilary will add the grantees to the WQGIT distribution list so they can participate in relevant conference calls. **COMPLETE**

**Action:** The Steering Committee and grantees will develop a narrative section on climate resiliency in the Conowingo WIP. Part of this will be determining how climate and climate resiliency should be factored into the WIP. **ONGOING**

**Action:** Gary Shenk will explain how effective basins are determined at a Conowingo WIP Steering Committee Meeting. **COMPLETE**

**Action:** The Steering Committee will present a revised timeline (e.g., the draft (and not final) financing strategy is due in December 2020 in order to accommodate a Steering committee review and comment period) to the PSC. **INCLUDE TIMELINE IN JANUARY 24<sup>TH</sup> PSC UPDATE**

**Action:** The Steering Committee and grantees will test Google for file sharing for working documents. If this does not work, CWP will look at other file sharing services. **REVISIT DURING DECEMBER 19<sup>TH</sup> CALL**

**Decision:** EPA will inform the jurisdictions of the source(s) of future Conowingo grant funding to provide as much advance notice if additional cuts to jurisdiction WIP III support are planned.

**Decision:** The Conowingo WIP will evaluate dredging as an option for meeting the reduction target.

**Decision:** The grantees will evaluate manure transport as a viable BMP practice for the Conowingo WIP.

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**Decision:** The Steering Committee and grantees will use the CBP Conowingo website page to post meeting materials, draft documents, etc. with the goal of keeping everything in one location.

**Decision:** The Steering Committee and grantees will use the official CBP logo on documents.

**Decision:** The Steering Committee, in coordination with the grantees, decided that the Conowingo WIP will: (1) focus solely nitrogen loads, (2) focus on most-effective basins, (3) map sector highest loading areas both individually and combined, and (4) focus on cover crops as a priority BMP instead of conservation tillage.

**REVISED: REFER TO DECISIONS FROM NOVEMBER 21<sup>ST</sup> MEETING (see above):**