

Federal Facilities Workgroup Minutes

Date: August 8th, 2017

Time: 10:00 A.M. – 12:00 P.M.

Call-in: 866-299-3188

Code: 410-267-5731

Adobe Connect Link: <http://epawebconferencing.acms.com/FFWG/>

Meeting Webpage: http://www.chesapeakebay.net/what/event/federal_facilities_workgroup_conference_call_august_2017



Members in Attendance

Greg Allen, EPA, <i>Coordinator</i>	Liz Dawson, FWS	Marian Norris, NPS	Renee Thompson, USGS
Matthew Breitenother, USACE	Kelly Gable, EPA	Elisa Ortiz, Army	Patrick Timm, Army
Russel Clark, GSA	Dana Jackson, USDA	Lisa Quiveors, DHS	Katherine Wares, CRC, <i>Staffer</i>
Luke Cole, DC DOEE	Michael Khalamayzer, Army	Olivia Devereux	Adam Wright, DoD
James Davis-Martin, VDEQ, <i>Co-Chair</i>	Rachelle Knight, Navy	Greg Sandi, MDE	

Agenda Item, Discussion Lead and Desired Outcome	Time	Materials, Notes, and Action Items
Introductions (Discussion Lead: James Davis-Martin, VA DEQ)	10:00-10:15	Summary of Action Items from July Meeting: <ul style="list-style-type: none"> Jeff will continue working with states leads to investigate under reporting. In Progress Kelly and Greg will start working on the Federal Facility WIP III guide and will ask for input from the workgroup throughout the development of the guide. Complete Matt Johnson will work with state leads and Katherine to set up calls regarding BayFAST and reporting templates. Complete
Input on WIP III Goals (Discussion Lead: Greg Allen, EPA) The workgroup will be asked to respond to questions that will help guide the WIP III federal participation	10:15-11:00	<ul style="list-style-type: none"> Materials <ul style="list-style-type: none"> WIP III Discussion Questions WIP II Federal Guide Notes <ul style="list-style-type: none"> Greg Allen and Kelly Gable are working on a Federal Facilities WIP III guide and asked the workgroup for input on the development of the guide by posing three questions for discussion.

		<ul style="list-style-type: none"> ○ Q1. What is our shared vision of a successful collaboration among the federal agencies and jurisdictions for Phase III WIP development? <ul style="list-style-type: none"> ▪ Members suggested acknowledging work that's been done and how far we've come; providing evidence that agencies have been involved; providing additional opportunities, tools, and projects for agencies that may help further reductions; sharing information on BMPs implemented, local area goals and federal facility targets; including that needed information is provided by federal facilities on time; and creating an appendix of agencies that have participated and specific actions done by them or success stories. ○ Q2. After review of Phase II WIP Guide for federal facilities, what appears to still be helpful and what else is needed? <ul style="list-style-type: none"> ▪ Members suggested having more generic discussion around EO and presidential memorandums with footnote of EO that are still in effect ▪ Greg asked if everyone still operates under environmental management systems (EMS). Most members said that they still use them but that they are not a requirement. Elisa said it's not as formalized and up to the garrison to decide. Marian said NPS has a lot of vacant positions for EMS positions. Greg said it appears to still make sense to discuss EMS in the next guide. ▪ James asked about removing the alternative approach of Federal Facility Implementation Plans (FFIPs). Greg said no one wrote FFIPs so agency specific implementation plans could be suggested or this approach could be removed from the guide. Members agreed on removing the FFIPs approach. ▪ Greg asked if there is there anything on the list of specific expectations (p. 4) that members thought should be removed. Adam commented that he thinks the first 3 listed are done and could be removed. Members suggested updating these items or referencing our data systems that have agency and facility information instead of having the full list in the WIP guide. James suggested additional expectations of BMP verification and accounting for growth and changes to federal land use
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<p>Overview of the annual data call (Discussion Lead: Greg Allen)</p> <ul style="list-style-type: none"> • 2017 progress • 2018-2019 Two Year Milestones • Historical BMP Data (optional) 	11:00-11:30	<ul style="list-style-type: none"> • Notes <ul style="list-style-type: none"> ○ Nick DiPasquale sent out a memo for the 2017 federal data call on Monday, August 7th to the group of federal office directors and FFWG contacts. There are three data elements, two are required and one is optional. One requirement is 2017 BMP progress data (July 2016 – June 2017). The due date is October 1st and the templates are available on BayFAST. It is important to contact jurisdictions point of contacts or Sucharith Ravi with any questions in order to ensure that all data is receive on time. Two year milestones (2018-2019) are also required. The due date is November 1st and the format is CAST; contact jurisdictions point of contacts or Olivia Devereux with any questions. Historic BMPs can be reported again if additional data (July 1984 to June 2017) is found. The format is the same as 2017 BMP progress. ○ James commented that the due date for progress and historical data should be September 1st because that is when the calibration for the Phase 6 Model is being done. Olivia agreed saying anything submitted after September 1st won't be in the calibration. Data submitted after the due date can be used for model runs though and historical data can be updated anytime. Adam asked what the difference between calibrations and model runs is. Olivia answered that the calibration uses BMP data to determine loads and load sources. After the calibration, model runs can be done using those calibrated loads. ○ James told agencies to make sure BMP inspection dates is added in templates to ensure that the BMP life is accurate and that BMPs are

		<p>not dropped out of the model. Most jurisdictions have an inspection date column on their templates.</p> <ul style="list-style-type: none"> ○ Olivia asked the group when the best time would be for her to do a CAST webinar to assist with Two-Year Milestones. The group agreed September would be a good time ○ ACTION: Olivia will set up a CAST Webinar in September, Katherine will get information to the group as soon as details are determined.
BayFAST 2017 Update (Presentation: Olivia Devereux)	11:30-11:50	<ul style="list-style-type: none"> • <u>Materials</u> <ul style="list-style-type: none"> ○ BayFAST – 2017 PowerPoint • <u>Notes</u> <ul style="list-style-type: none"> ○ Olivia reviewed updates that will be made in BayFAST and asked the group for input on recommendations the Watershed Technical Workgroup have made for BayFAST. ○ The recommendations were to use the term “Area of Interest” instead of “facility”, to no longer use the term “Agency”, and to set the default base condition to limit user entries for agricultural data and have land uses as crop, hay, and pasture to decrease the complexity of ag land uses. The group was agreed to the first two recommendations and had no comments on the third. ○ Olivia said that the BayFAST team is not going to be finished by the December deadline due to loss of staffing.
Update, Wrap-up, Next Meeting (Discussion Lead: James Davis-Martin, VA DEQ)	11:55-12:00	<ul style="list-style-type: none"> • <u>Looking Ahead</u> <ul style="list-style-type: none"> ○ Discussion of items to be included on next month’s agenda. Request for ideas. ○ WIP III specific expectations list and timeline ○ Review data call requirements and get an update on member progress ○ CAST training ○ Under reporting update and next steps • <u>Next Meeting:</u> <ul style="list-style-type: none"> ○ Next meeting will be Tuesday September 12th, 10a.m. – 12p.m.