Federal Facilities Workgroup
Minutes

Date: September 12th, 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_september_2017

Greg Allen, EPA, *Coordinator*	Olivia Devereux	Rachelle Knight, Navy	Peter Van Dyke, NASA
Sally Claggett, USFS	Sarah Diebel, DoD, *Co-Chair*	Marian Norris, NPS	Katherine Wares, CRC, *Staffer*
Russel Clark, GSA	Kelly Gable, EPA	Elisa Ortiz, Army	Aaron Waters, DC DOEE
Luke Cole, DC DOEE	Dana Jackson, USDA	Lisa Quiveors, DHS	Jeff White, MDE
James Davis-Martin, VDEQ, *Co-Chair*	Robin Jazxhi, 99th RSC	Ted Tesler, PA DEP	Adam Wright, DoD

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 August Meeting:** • Jeff will continue working with states leads to investigate under reporting. **In Progress** • Olivia will set up a CAST Webinar in September. **Complete** • Discuss the list of specific expectations for federal agencies and a federal agency timeline for WIP development at a future meeting. **In Progress**
Overview of the annual data call (Discussion Lead: Greg Allen) Review of data call requirements and get an update on member progress	10:15-10:45	• **Meeting Notes** o 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. Agencies are required to submit 2017 BMP progress by October 1st. Two-year milestones are also required and due November 1st. If agencies have found additional information on active, operating bmps that were installed after July 1, 1984, then they can submit Historical BMP data which is also due October 1st. Historical BMP data submitted after September 1st will not go into the model calibration, but will be incorporated into BMP records and can be used for milestones and WIPs. Greg asked members how they were doing on reporting data.

		o Adam Wright said DOD has not submitted any data by September 1st for the calibration, but they will have progress and historic data in by the October 1st deadline. Sarah asked if historic data submitted last year will be in the calibration. Olivia responded yes, unless you over write it; she also clarified that the calibration only goes to 2013. Sarah asked when scenario results will be updated. Olivia responded in October after the WQGIT meeting.
		  ▪ *ACTION:* Have an agenda item on updated scenario results for the October meeting.
		o Peter Van Dyke asked if Virginia could confirm that agencies don't report BMPs for new construction. James replied yes, agencies do not need to report those on the template. Sarah asked James if members could get a hold of the construction database so agencies can verify the information, since some contractors don't indicate whether the BMP was implemented on federal land. James replied that he will check.
		  ▪ *ACTION:* James will check to see if everyone can view the construction database and will bring back to next meeting or send a note the bmp warehouse.
		o James said the model treats all federal lands as conserved so we need to think of a way to account for that construction and changing the land use at the facilities. Greg said the editor tool is where we've been capturing land use and ownership changes so linking the editor tool to BayFAST could be a possible solution. Olivia said the most recent layer from the editor tool will be linked into the new phase of BayFAST and model. Marian said that NPS is planning conversations with jurisdictions and EPA on how to handle their land use and ownership change that can't be changed in the model in order to have these changes reflected in the WIPs. Olivia said that there won't be any changes to federal land use in the model, but that changes can be made in CAST which can then be used for planning.
		o Greg reminded jurisdictions to used federal agency codes in NEIEN and asked them to contact the agencies if there are data gaps or questions and to contact EPA if there are questions regarding agency codes.

CAST Training (Presentation: Olivia Devereux) With a focus on how to create a milestones plan	10:45-11:40	• **Meeting Notes** o Olivia Devereux led a demonstration of CAST which can be found at cast.chesapeakebay.net and how to use the tool to create scenarios to assist with milestone plans.

		o From the CAST home screen, you go to "View Source Data" where you can download an excel spreadsheet with information on load sources, agencies (including agency codes), BMPs, animals, geographic references, and delivery factors. If you go to "BMPs, Models and Geography" there is an option for "Model Scenario Viewer" which has the high resolution data. In the viewer, if you expand modeling layers you can click federal facilities and see a map of facilities. You can also download the GIS data or see it in Google Earth.

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- Marian asked who the contact for the GIS data is; Greg answered Renee Thompson.

o Registering and creating a login and password in CAST will allow users to run scenarios. Under the Scenarios tab, there are "Shared Scenarios" which includes 1984 Progress to 2013 Progress, WIP II from Phase 5.3.2, two 2010 No Action scenarios, and two E3 scenarios. Also under the Scenarios tab is "My Scenarios" which allows you to add new scenarios and lists scenarios you have made. For milestones, the user can create scenarios for two years (ex. 2017 and 2019) and compare them.

o When adding a scenario, there are pop ups next to each required field that provides more information on how to fill in sections. First, you will provide a name and description. Then, select BMPs available, a geographic scale, a base condition, wastewater data set, and cost profile. For milestones, base condition should be set to the last year of the milestone period. Select "no action" if there are no WWTPs. You can also edit the cost profile. Then, you can share the scenario with individuals or groups. There is also an option to add BMPs into your scenario or copy BMPs from existing scenarios. When you are done you will save the scenario and it will run. You can then view a report and compare scenarios.

- Ted asked if it is possible to select several scenarios when copying BMPs. Olivia said yes, you can roll the multiple federal agency scenarios together.
- Sarah asked what to use edge of tide or edge of stream. Olivia said edge of tide.

o More instructions and information can be found in the "How To" tab, along with web tutorials and webinars.

o *ACTION:* Olivia will compile table of load sources that have federal agencies assigned to them and a summary of acres for each agency load sources and will send it to Katherine for distribution to the group

		o **ACTION:** Olivia and Greg will check on the decisions of how federal lands change and will get back to the group.
Overview of two DoD Chesapeake Bay Program Initiatives (Discussion Lead: Sarah Diebel)	11:40-11:55	• **Meeting Notes** o DOD is working on a report that will evaluate BMPs to determine where they received full, partial, and no credit to fill data gaps and to enhance and optimize BMPs and crediting. There is another DOD project looking at the Chesapeake Bay TMDL progress evaluation and will report on lessons learned. This is a pilot project for demonstrating success, leveraging funds, and program evaluation. Greg said that this report is hoping to find areas to improve on that will help agencies.
Update, Wrap-up, Next Meeting (Discussion Lead: James Davis-Martin, VA DEQ)	11:55-12:00	• **Looking Ahead** o Verification email to prepare federal agencies in collecting additional BMP data to maintain credit o CAST visuals on 2017 Progress results/WQGIT update • **Next Meeting:** o Next meeting will be Tuesday October 10th, 10a.m. – 12p.m.