



Pooled Resources Oversight Committee

DRAFT AGENDA

Thursday, July 7, 2016 from 9:00 a.m. to 12:00 p.m.

USGS 3rd floor Columbia Conference Room, 934 Broadway, Tacoma 98402

Permittee representatives:

Ben Parrish, Chair
 Jim Simmonds
 Theresa Thurlow
 Kelly Uhacz

Other stakeholder representatives:

Abby Barnes
 Leska Fore
 Chris Konrad, Vice Chair

Permittee alternates:

Kit Paulsen
 Jerallyn Roetemeyer
 Carla Vincent
 vacant

Other stakeholder alternates:

Jay Davis
 Katelyn Kinn
 Tom Putnam

RSMP Coordinator:

Brandi Lubliner

SWG Project Manager:

Karen Dinicola

THE COMMITTEE'S PURPOSE:

The purpose of the PRO-Committee is to provide transparency, efficiency, and accountability of the expenditure of the Pooled Fund for the Regional Stormwater Monitoring Program (RSMP). The PRO-Committee will provide feedback to Ecology through the Stormwater Work Group (SWG) regarding the schedule, scope, budget, and quality of the program's deliverables and verify that contracts are implemented.

THE MEETING'S GOALS:

1. Hear budget report – *brief overall update before going into details for each RSMP component below*
 - No new quarterly report from Ecology since last PRO-C meeting
 - On June 1 the SWG formally recommended that, for the next permit cycle, Ecology:
 - Maintain the current formula for allocation of RSMP contributions in the current permit.
 - The annual per capita costs for the RSMP components in the current permit are: \$0.2442 for S8.B status and trends; \$0.4068 for S8.C effectiveness studies; and \$0.0377 for S8.D source identification.
 - Decrease the S8.D (source id) budget and move the remainder to S8.C (effectiveness).
 - Increase the percentage of total budget allocated for administering the RSMP from 5% to more fully reflect the actual costs, as recommended by the PRO-Committee. This increased amount will not exceed 7% of the total RSMP budget. The intent is to add additional staffing to reach a total of 1.25 FTE.
2. Decide on communication proposal from AWC – *provide feedback to RSMP Coordinator*
 - At our last meeting the Andy Myer, Michelle Harvey, and Alicia Seegers Martinelli joined us to present AWC's communication support proposal and hear PRO-C feedback.
 - What steps are needed to finalize the scope of work and budget?
3. Review Ecology's performance as RSMP Administrator – *discussion/decision/action items*
 - At our last meeting in May PRO-C members agreed on the format and evaluation topics to be addressed in for this committee's review of Ecology's performance as RSMP Administrator. PRO-C members were asked to provide Ben and Abby with comments to complete the "report card."
 - At previous meetings we decided that the evaluation will be sent as an attachment to a letter from the PRO-C chair to the SWG and permittees. The letter will describe Ecology's overall performance in the role as RSMP administrator.
 - What are next steps for completing this assignment? How should the final report card be presented to the SWG at the September 21 meeting?



4. Review PRO-C performance in oversight role
 - Brandi and Karen prepared a draft evaluation for the PRO-C to discuss today.
 - What are next steps for completing this assignment? How should the final report card be presented to the SWG at the September 21 meeting?
5. Oversee RSMP Status and Trends monitoring – *update and discussion of overall budget and contracting status*
 - Small Streams Water Quality, Sediment Chemistry, and Watershed Health Monitoring – *update only*
 - Stream benthos and periphyton data ready and in EIM (use both search interfaces)
 - Targeted data collection for comparison to RSMP; Kitsap, King, Ecology, NAWQA
 - Mussel Contaminant Monitoring
 - Marine Nearshore Sediment Chemistry Monitoring
 - Marine Shoreline Bacteria Analysis and Interpretation
6. Oversee RSMP Effectiveness Studies – *update/discussion/action item on flow meter question*
 - Process to select a second round of studies was launched on May 18; letters of interest due July 18.
 - Number of amendments and cost increases on projects.
 - Current studies underway
 - USFWS bioretention toxicity reduction study: closed out.
 - Redmond paired basin retrofit study: WY 2015 hydrology online. Monitoring for water quality and quantity (Qa/Qx) underway at all sites.
 - Bellingham bioretention hydrologic performance study: amendment #3 underway, equipment purchase and installation this summer. Site geotech and vegetation surveys will occur this summer.
 - Lakewood business inspection source control study: fairly poor response rate on survey despite extension to May 31; project proceeding with limited response.
 - King County highway retrofits along Echo Lake: 2 - 4 storms sampled at 4 of 6 BMP sites and detention tank so far. Remaining 2 BMPs at north end of retrofit ready for sampling. Semi-annual report due in July.
 - King County/Federal Way bioretention retrofit at Hylebos: 2 storms sampled this spring at the regional retrofit.
 - Puyallup rain garden study: literature review for performance metrics on raingarden/bioretention underway and due soon. Draft assessment protocol for raingarden/bioretention due this summer.
 - USFWS plants and fungi effects on stormwater water treatment and toxicity: writing draft QAPP and beginning to build new soil columns. Working closely with lead on KC PCB capture project for site preparation – slight delay on schedule.
 - King Co PCB capture by bioretention soils: Delayed start due to contract language– final signatures expected in July. SOW being revised for additional equipment to pump stormwater from I-5 to mesocosms. PRO-C needs to discuss the flow meter question.
 - King Co catch basin study: delayed start due to contract language – final signatures expected in July.
 - Liaison assignments are needed for King Co catch basin study and Lakewood Source Control Study (Mindy Fohn retired)
7. Oversee RSMP Source Identification and Diagnostic Monitoring – *update only*
 - Lakewood IDDE data compilation and analysis: data entry done (2800 incidents total) and report due in August
8. Hear any concerns or suggestions related to our work
9. Review decisions, recommendations, and action items coming out of this meeting



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SUMMARY OF THE MEETING DISCUSSIONS AND DECISIONS MADE BY THE COMMITTEE:

(See the meeting agenda for the RSMP Coordinator's updates to the Committee)

1. Budget report

- RSMP projects and deliverables are lined up well with income stream (Brandi reported that, in theory, we brought the S&T budget down to \$546 last quarter). Invoicing is slow, and there is some delay in deliverables.
- PRO-C agreed that Brandi will provide a quarterly report for April-June and then provide an updated report in September once the invoices for work done in June are all allocated to the appropriate FY16 budget cycle. This will provide the most transparency.
- PRO-C requested a list of costs by project. Brandi and Karen will develop a table; send it to Ben and post it on the web. Karen will reference it in the next SWG Reporter.

2. AWC Communication strategy and support

- Brandi has followed up on last meeting's discussion with calls to Abby Barnes and Tiffany Odell (STORM in Pierce County). STORM does permit-required outreach and has no capacity to develop products for RSMP, but they can distribute them. RSMP needs AWC/WSAC to develop and distribute the products. Permittees go to their associations for information.
 - List of audiences for RSMP: Stormwater staff, managers, elected officials – folks who make decisions. The general public is not high on our list. PSP would like for SITT to utilize RSMP findings in deciding on Near-Term-Actions for the Action Agenda.
- PRO-C agrees this work should move forward as an ongoing project (first contract is for 18 months). PRO-Cants to ensure it is sufficiently funded. In particular, PRO-C members suggest increasing the number of hours for: the six briefs, story maps, and assessment of RSMP knowledge and understanding.
- Brandi will work with AWC to finalize the scope of work and budget and send it to PRO-C for review. The project will be proportionately funded by the three RSMP components.
- The TAC will be established during the same time as the contracting. Andy Rheume and Leska Fore will be on the TAC.



3. Review Ecology's performance as RSMP Administrator
 - By the end of next week (Friday, July 15) Ben and Jim will compile a detailed draft final report card (in the format Abby worked on after the last meeting) for PRO-C members to review and comment on via email. Ben will also draft a cover letter describing Ecology's overall performance in the role as RSMP administrator.
 - PRO-C members will send their comments to Ben by Friday, July 22.
 - The final report card will be emailed to the SWG chair in early September at the latest, and presented to the SWG at the September 21 meeting.
4. Review PRO-Committee's performance in oversight role
 - PRO-C members reviewed and completed the self-evaluation memo based on the draft Brandi and Karen prepared. Notes from the discussion are attached. Ben will send the final to the SWG chair.
 - PRO-C decided to recommend that the SWG not update the PRO-C charter. The charter provides enough structure and flexibility for the committee to accomplish its oversight purpose and also support the RSMP Coordinator in the contracting process.
 - PRO-C agrees that ensuring each project has the right level of oversight is important. In the future, the PRO-C will work to ensure that the TAC and liaisons know and understand their roles and responsibilities.
 - PRO-C decided to establish a 4-member quorum for email voting. Members are asked to "reply all" with their votes and questions to increase transparency in the process.
5. RSMP Status and Trends monitoring
 - Small Streams Water Quality, Sediment Chemistry, and Watershed Health Monitoring: Comparison with other programs has been interesting. Nothing else nearly as extensive as the RSMP monitoring.
 - Marine Shoreline Bacteria Analysis and Interpretation: Jim Simmonds will serve as liaison for this project and will review the report.
6. RSMP Effectiveness Studies
 - Reminder going out July 11 that letters of interest for \$1.3M second round are due July 18. The process includes identifying a liaison for each project.
 - Bellingham bioretention hydrologic performance study: lesson learned about giving multi-phase projects sufficient time to develop the study design.
 - USFWS plants and fungi effects on stormwater water treatment and toxicity AND King Co PCB capture by bioretention soils: PRO-C agreed to increase project amount by up to \$14K for additional equipment needed to pump stormwater to the mesocosms. WSU will pay the \$4K difference to get the model of pump that also measures density to gather additional data not in the original project scope.
 - Lakewood business inspection source control study: fairly poor response rate not surprising to some PRO-C members, particularly those who did not recognize it as an RSMP study for which they reviewed the scope of work. Communication could have been better, and the survey itself could have been easier to fill out, particularly by clearly identifying which activities of interest for the study are required by the permit and which are above and beyond. Some Phase II permittees were unwilling to send written confirmation that they are not doing these activities despite their not being required by the permit. Liaison needed for this project to replace Mindy Fohn; Brandi will ask other TAC members.
 - PRO-C recommends a common background piece for future data requests and surveys of permittees: "This is an RSMP study, funded by permittees. We want to spend the money wisely. This project ranked #__."
 - Discussion about storing RSMP effectiveness studies data: all project deliverables (including data) will go on web. Perhaps data.wa.gov? The national database is for water quality.

SUMMARY OF ACTION ITEMS

- This month, Brandi will finalize Communication Strategy Project scope of work and budget with AWC and send it out to the PRO-C for review and approval.
- By July 15 Ben and Jim will draft a detailed RSMP Administrator evaluation and Ben will draft a cover letter.
- By July 22 PRO-C members will send their comments to Ben.
- By July 29 Ben will send a revised version to the PRO-C to send to SWG chair shortly afterward.
- This afternoon, Karen will clean up the PRO-C self-evaluation memo and Ben will send the final to the SWG chair.