



Pooled Resources Oversight Committee

DRAFT AGENDA

Tuesday, January 26, 2016 from 10:00 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

Permittee alternates:

- Kit Paulsen
- Bill Reilly
- Carla Vincent
- vacant*

RSMP Coordinator:

- Brandi Lubliner

Other stakeholder representatives:

- Abby Barnes
- Leska Fore
- Chris Konrad, Vice Chair

Other stakeholder alternates:

- Jay Davis
- Katelyn Kinn
- Tom Putnam

SWG Staff:

- Karen Dinicola

THE COMMITTEE'S PURPOSE:

The purpose of the Committee is to provide transparency, efficiency, and accountability of the expenditure of the Pooled Fund for the Regional Stormwater Monitoring Program (RSMP). The 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*
 - Detailed discussion in subsequent agenda items:
 - Discuss how PBDE analysis costs affect overall status and trends component budget
 - Discuss how Ecology's overhead for RSMP should be included in program component budgets
 - RSMP Annual Report content and format – *discussion and decision*
2. Oversee RSMP Status and Trends monitoring – *update and discussion of overall budget status*
 - Updated budget – considerations for implementing remainder of program for this permit cycle.
 - Maps – Online ArcGIS maps of all S&T sites are being developed for downloading, static maps already available on RSMP website.
 - Small Streams Water Quality, Sediment Chemistry, and Watershed Health Monitoring:
 - Sampling completed; lab analyses are finishing up, review and uploading of data to EIM underway.
 - Contracting for data analysis and reporting: King Co and USGS SOW underway, EAP already conducting first tasks (QC review).
 - Mussel Contaminant Monitoring – *update only*
 - Mussel cages will be retrieved next month.
 - Marine Nearshore Sediment Chemistry Monitoring – *update and contracting decision*
 - USGS, MEL, WDNR, and King County proposed overall project budget. PRO-C reviewing the SOW.
 - Marine Shoreline Bacteria Analysis and Interpretation – *update only*
 - Ecology/DOH BEACH coordinator is the lead for project. Completed first task, list of contacts.
3. Oversee RSMP Effectiveness Studies – *update and contracting decisions*
 - SWG approved process to select second round of studies (see summary of November 18 meeting)
 - Current studies underway:
 - USFWS bioretention toxicity reduction study: contract extended, and final data deliverable submitted. Final report and presentation remain for this project.



- Redmond paired basin retrofit study: final QAPP approved. Flow monitoring began this Water Year.
- Bellingham bioretention hydrologic performance study: contract expanded to add monitoring tasks. Final QAPP in preparation, and once approved monitoring will begin.
- Lakewood business inspection source control study underway: final survey in preparation and will be contacting permittees soon.
- King County highway retrofits along Echo Lake: storm monitoring at bioretention planters underway. Figuring out pacing for these small, quick response BMPs. Construction going slow on north end of project, delaying detention tank monitoring.
- King County/Federal Way bioretention retrofit at Hylebos: figuring out pacing for samplers and drainage time of two large bioretention facilities – which differ from each other, QAPP delayed.
- New studies in contracting process. Liaison assignments are needed for new studies
- PRO-C actively or soon to be reviewing SOWs for:
 - Puyallup rain garden study – an effectiveness monitoring protocol development project with a social science questions. Will test out the protocol on rain gardens and bioretention using trained volunteers.
 - King Co catch basin cleaning study – SOW under development.
 - USFWS: New bioretention columns will be used to evaluate effects of plants and fungi on stormwater water treatment and toxicity.
 - Alternate soil mix, not sure if meets Ecology specifications 60/40
 - PCB samples to be collected by WSU as part of this field effort for PCB cycling study.
 - King Co PCB Cycling interruption by bioretention soils – SOW under development; will use USFWS sites and limited staff time for field sampling. King Co will coordinate lab, QC, data analysis and report writing.
- 4. Oversee Source Identification Information Repository (SIDIR) – *update only*
 - Lakewood IDDE data compilation and analysis: SWG SIDIR subgroup reviewed and approved initial findings in December. Final memo delivered and next phase of project is underway. Ecology is providing an intern to reduce costs of data entry.
- 5. SWG discussion of improvements and priorities for future RSMP implementation - *update and discussion*
 - At the SWG meeting on January 13, the stakeholders continued to discuss recommendations for Special Condition S8. Monitoring and Assessment in the next municipal stormwater permit cycle.
 - The focus of these discussions is to improve future RSMP implementation. The SWG will continue to discuss this at the March 16 meeting and vote on a final set of recommendations at the June 1 meeting.
 - One recommendation on the table is to increase the RSMP administration funding in the next permit cycle.
 - What amount should be included to ensure the RSMP budget covers Ecology's actual RSMP administration costs?
 - What would be the value of adding more capacity to manage contracts?
- 6. Ecology performance as RSMP Administrator – *discussion/decision/action items*
 - At our last meeting we agreed on an approach for this committee's assignment to review Ecology's performance as RSMP Administrator. Karen and Brandi were tasked with compiling a draft report card for the PRO-C to use as the basis of their review. The report card focuses on Ecology's performance per the PRO-C charter in serving the needs and intent of the stakeholders involved in the program and also in implementation of lessons learned.
 - The report card is intended as an attachment to a letter to the SWG and permittees from the PRO-C describing Ecology's performance in the role as RSMP administrator.
 - What are next steps for completing this assignment over the next several months?
- 7. Hear any concerns or suggestions related to our work
- 8. Review decisions, recommendations, and action items coming out of this meeting



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DRAFT MEETING SUMMARY

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SWG Staff:

Karen Dinicola

BUDGET REPORT AND DISCUSSION:

1. PRO-C members discussed Brandi's updated spreadsheet. Overall, PRO-C members agree that the contingency should be used to enhance communication products (see last item under "**CONTRACTING DECISIONS**" below). PRO-C members want to be certain that 2-page fact sheets are included in all RSMP projects.
 - Remaining budget and contingency for status and trends monitoring: these budget numbers are closer to final/actual, particularly for streams now that data collection is completed. Committee members want to be certain that the nearshore sediment and mussel monitoring budgets include contingency.
 - PRO-C members committed to adding the optional tasks (previously identified) to the streams data analysis project.
 - Brandi told the committee about EAP's proposal to charge a \$42,530 fee which is being allocated per site across all projects and will be used for improving the watershed health data management tool. This per-site charge is also being assessed separately to the opt-outs. This charge would be within the initial estimated budget for data management but for which EAP indicated a decreased amount at the beginning of RSMP stream data collection. Committee members did not approve this charge and asked Brandi to bring them more information about its purpose and allocation, and how the RSMP will benefit. Brandi will forward more information from EAP.
 - Remaining budget for effectiveness studies: we will have no problem encumbering all of these funds. Could spend it all on the Redmond urban watershed retrofit study, but will fund another couple of new projects that will be identified through the RFP that should go out in early spring.
 - Remaining budget for Source Identification Information Repository (SIDIR): After the current data compilation and analysis project is completed, the SIDIR subgroup will recommend next steps based on the findings. Two paths will be under consideration: new methods or effectiveness studies, and a means to report results and findings that satisfies all permit requirements as well as providing an easy means of annual data assessment.
2. End of permit and permit reissuance budget questions: Karen explained that if the permit is administratively extended then permittees must still submit RSMP payments in August 2018, so effectiveness studies should be able to continue, as should the next round of status and trends monitoring. If the amounts change in the next permit cycle, then it will be easiest to change the amounts due in the second year of the new permit because permittees will need to plan for the adjustments in their individual budgeting processes. The few new permittees that were added this permit cycle should also begin contributing in the second year of the new permit at the same population-based rate.
3. Annual report: committee members agreed that the charter-specified topics for this report are a minimum, and that more information about findings would be welcome. Brandi and Karen will share a draft at the next meeting.



CONTRACTING DECISIONS:

4. Status and Trends
 - The committee reviewed the SOW for marine nearshore sediment chemistry monitoring. It does include contingency, but might not include a 2-page fact sheet. Brandi will confirm.
 - Brandi will ensure that the budget for the second round of mussel monitoring also includes enough contingency (it does include some) and a 2-page fact sheet.
5. Effectiveness Studies
 - PRO-C agrees that any remaining funds should be encumbered for the Redmond paired urban watershed retrofit study. The SWG approved this as a ten-year project and there should be no interruption in the project due to permit reissuance.
 - New studies in contracting process. Liaison assignments are needed for three new studies:
 - Puyallup rain garden study – an effectiveness monitoring protocol development project with a social science questions. Will test out the protocol on rain gardens and bioretention using trained volunteers.
 - King Co catch basin cleaning study – SOW under development.
 - USFWS: New bioretention columns will be used to evaluate effects of plants and fungi on stormwater water treatment and toxicity.
 - Will use Ecology specified 60/40 mix.
 - PCB samples to be collected by WSU as part of this field effort for King Co PCB cycling study.
 - King Co PCB cycling interruption by bioretention soils – SOW under development; will use USFWS sites and limited staff time for field sampling. King Co will coordinate lab, QC, data analysis and report writing.
6. SIDIR
 - Next contract task was approved by SWG SIDIR Subgroup and is underway.
7. Karen will work with Andy Meyer at the Association of Washington Cities (AWC) to initiate a new overall communication project. AWC would be expected to work with the Washington Association of Counties (WSAC). The budget for this work would be around \$100K-\$150K. The project would address communication of all RSMP findings to stormwater managers and other interested parties.

PERFORMANCE REVIEW OF ECOLOGY AS RSMP ADMINISTRATOR AND OF THIS COMMITTEE:

8. Karen sent a draft “report card” built from the requirements established in the committee charter. The charter specifies a review not only of Ecology’s performance as RSMP administrator, but also of the PRO-C performance in the oversight role, so Karen’s draft addresses both as a starting point for committee members to use and complete. PRO-C members have not had time to thoroughly review Karen’s draft document. Ben as PRO-C Chair will take on the task of completing the document. PRO-C members are asked to send comments and suggested edits directly to Ben between now and the next SWG meeting. Ben will bring an updated version of the document to the next PRO-C meeting for further discussion. The next version should include grades assigned to each item: i.e., meets, exceeds, or does not meet expectations.
9. PRO-C members will also consider recommending revisions/updates to the charter for consideration by the SWG.

RECOMMENDATIONS FOR THE NEXT PERMIT:

10. The SWG should discuss including an adjustment for inflation to maintain the “current level of funding.” If the budget does not include this adjustment, then the overall effort will actually shrink over time rather than remaining level.
11. PRO-C members recommend a line item in the RSMP budget to ensure the budget covers Ecology’s actual RSMP administration costs. The PRO-C recommends that Ecology’s administrative costs be included in each RSMP program component budgets as follows: 0.5 FTE from status and trends, 0.5 FTE from effectiveness studies, and 0.25 FTE from SIDIR – for a total of 1.25 FTE rather than a percentage of the total overall budget. Ecology would not need to track administrative expenses to each specific RSMP component, but rather use the three partial FTEs together as a pool.

NEXT MEETING:

12. The next PRO-C meeting will be held between the next two SWG meetings which are March 16 and June 1. Karen will send out a doodle poll.