

MINUTES

ALBEMARLE-PAMILCO POLICY COMMITTEE MEETING

AUGUST 14, 1986

WASHINGTON, NORTH CAROLINA

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1. Letter from Dr. Dirk Frankenberg to Lynn Muchmore
2. Memorandum from Secretary Rhodes to Policy Committee

MINUTES  
ALBEMARLE-PAMLICO POLICY COMMITTEE MEETING  
AUGUST 14, 1986  
WASHINGTON, NORTH CAROLINA

The Albemarle-Pamlico Estuarine Project Policy Committee met at 2:30 pm on August 14, 1986 at the North Carolina Department of Natural Resources and Community Development Regional Office in Washington, North Carolina. The open meeting was also attended by the Co-Chairmen of the Technical Committee and other observers.

LIST OF ATTENDEES

Policy Committee

Co-Chairmen

Secretary S. Thomas Rhodes  
N.C. Department of Natural Resources  
and Community Development

Mr. Jack E. Ravan  
Regional Administrator  
U.S. Environmental Protec-  
tion Agency, Region IV

Members

Dr. John D. Costlow, Director  
Duke University Marine Laboratory

Dr. Ford A. Cross  
Acting Laboratory Director  
NOAA  
Southeast Fisheries Center

Dr. Dirk Frankenberg, Chairman  
UNC Marine Science Curriculum  
University North Carolina,  
Chapel Hill

Ms. L.K. (Mike) Gantt  
Field Office Supervisor  
U.S. Fish & Wildlife  
Service

Mr. Dan Ashe, Committee on Merchant  
Marine and Fisheries  
U.S. House of Representatives

Observers

Dr. Ernie Carl, Deputy Secretary  
N.C. Department of Natural  
Resources and Community Development

Mr. Bruce Barrett, Director  
Water Division  
U.S. Environmental Protec-  
tion Agency, Region IV

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Ms. Sharon Shutler  
Estuarine Programs Office  
National Oceanic and  
Atmospheric Administration

Ms. Edythe McKinney, Director  
of Planning and Assessment  
N.C. Department of Natural Resources  
and Community Development

Ms. John Meshaw  
U.S. Army Corps of Engineers  
Wilmington District

Dr. Howard Marshall, Project  
Manager, U.S. Environmental  
Protection Agency, Region IV

Mr. Leonard Brown  
Advanced Technology, Inc.

Col. Paul Woodbury  
District Engineer  
U.S. Army Corps of  
Engineers  
Wilmington District

Ms. Marian Allgood  
N.C. Department of Natural  
Resources and Community  
Development  
Washington, N.C.

Ms. Sally Turner, Project  
Officer  
U.S. Environmental Protec-  
tion Agency, Region IV

Mr. Mark Alderson  
U.S. Environmental Protec-  
tion Agency  
Washington, D.C.

Mr. C.G. Vanderpool  
Advanced Technology, Inc.

SUMMARY

Jack Ravan  
(Co-Chairman)

Mr. Ravan called the meeting to order.

Discussion

The committee discussed the geographic boundaries for the study, expressing several views on the basis for establishing boundaries.

Dirk Frankenberg

Dr. Frankenberg moved that the geographic boundaries suggested to the Technical Committee be as follows: along the ocean shoreline from the Virginia border to the Beaufort Inlet, including all estuarine waters landward of that line and extending up to the overflow of the seaward-most impoundment on the major rivers. The motion was seconded.

Discussion

The committee agreed that the recommended boundary was expansive and should be considered the broadest view. It could be narrowed if so decided, but not expanded. The committee also agreed that any evaluation of the boundaries must take into consideration the biological impact zones, not merely geographical considerations. The motion passed by unanimous vote.

Jack Ravan

Mr. Ravan introduced three items for the committee to consider regarding administrative guidelines for the project committee: travel policy, citizen participation, and personnel. He called for an ad hoc committee to establish guidelines.

John Costlow

Dr. Costlow moved that Mike Gantt head the ad hoc committee made up of representatives from both the State and the EPA.

The motion passed by unanimous vote. Bud Cross, Sally Turner, and Edythe McKinney will serve on the committee as well.

Tommy Rhodes

Secretary Rhodes introduced a memorandum to the Policy Committee concerning Policy Committee responsibilities and tasks.

Discussion

The Committee discussed the details of the memorandum and agreed to prepare resolutions based on the content of the memorandum that would direct the Technical Committee to develop a statement of the APS problems coupled with a statement of the Project purpose and a time line for accomplishing the tasks; a position paper defining what is already known and what data is needed; and a plan for a data management system.

John Costlow

Dr. Costlow moved that a working group, chaired by Dirk Frankenberg, convene that evening to draft these resolutions. The motion was seconded and passed by unanimous vote.

Dan Ashe

Mr. Ashe suggested the Committee consider a date and place for a "kick off" event.

Discussion

The committee agreed to the need for a kick off event and discussed several ideas for a time. It was agreed to discuss the idea further at the next meeting.

Jack Ravan

Mr. Ravan emphasized the necessity for establishing a citizens participation group prior to the event and recommended the policy committee establish an ad hoc group to develop guidelines for the Technical Committee for creation of a citizens group.

Dirk Frankenberg

Dr. Frankenberg moved that John Costlow chair an ad hoc group later that evening to develop a resolution as guidance to the Technical Committee for creating a citizens participation group. The motion was seconded and passed by unanimous vote.

The meeting adjourned at 5:30 P.M.

DETAILED MINUTES

Co-Chairman Jack Ravan called the meeting to order and welcomed the attendees.

The Committee discussed a letter outlining Dirk Frankenberg's suggestions for geographic boundaries for the project, a suggested objective for the project, and recommended operating procedures for the project (copy attached).

The Committee discussed the question of establishing the geographic boundaries for the project. Several members expressed ideas for the boundaries and amendments to Dirk's suggestion.

Dirk Frankenberg moved that the boundaries suggested to the Technical Committee be as follows: along the ocean shoreline from the Virginia border to the Beaufort Inlet, including all estuarine waters landward of that line and extending up to the overflow of the seaward-most impoundment on the major rivers. The motion was seconded.

The Committee agreed that the recommended boundary was expansive and that it should be made clear to the Technical Committee that this was considered the broadest view. It could be narrowed, but not expanded. It was also agreed that the recommendation be clearly declared as guidance to the Technical Committee for their consideration, and that the evaluation of a boundary must take into consideration the biological impact zones, not merely geographic considerations.

Jack Ravan introduced three items for the Committee to consider concerning administrative procedures for the Policy Committee: establishment of travel policy, citizen participation, and personnel. He recommended that someone from the Policy Committee head an ad hoc committee to establish administrative guidelines.

John Costlow moved that Mike Gantt be named to head the committee and that she should choose two others to help her, one from the State and one from the EPA. The motion was seconded.

Bud Cross volunteered, as did Mark Alderson, Sally Turner, and Edythe McKinney. The motion was passed by unanimous vote.

Tommy Rhodes distributed a memorandum to the Policy Committee that addressed Committee responsibilities and tasks (copy attached). As outlined in his memo, he proposed a two phase process for the Technical Committee: Phase I (September - December 1986) focused on identification of information; Phase II (January - March 1987) focused on development of the five year work plan. Also included were nine general principles to guide the Committee in carrying out the tasks.

In the Committee's discussion of the memorandum, the following comments were made:

- Characterization of the details concerning or affecting the APS is necessary either prior to, concurrent with, or subsequent to problem identification.

- The planning process must be "living" or "rolling" and needs to be realistically within the imposed time constraints. It should take into consideration the possible need to include a parallel track to look more in depth at certain areas to extend beyond the five year plan.
- The direction to develop a work plan should include a time line outline and schedule which could serve as a basis for future year budgets.
- The flexibility of the plan should allow for a refocusing of efforts after the first year.

Jack Ravan recommended the Policy Committee prepare resolutions on items that the Technical Committee should report back on in the near future: a statement of the problem coupled to a statement of purpose and a time line; a position paper defining what is already known and what data is needed; and a plan for a data management system.

The Committee discussed the items and Jack Ravan suggested a working group meet later in the evening to draft the resolutions.

John Costlow moved that Dirk Frankenberg chair the working group made up of EPA and State members named by Jack Ravan and Tommy Rhodes. The motion was seconded. The motion passed by unanimous vote.

Tommy Rhodes announced the schedule for the next meeting (August 15): concurrent meetings of the Policy and Technical Committees beginning at 9:00 AM and a joint meeting at 10:00 AM.

Because of the need to discuss the resolutions, it was agreed to convene at 8:30 AM vice 9:00 AM.

Dan Ashe suggested the committee consider a time and place for a kick off event and appoint an ad hoc group to work on it.

The Committee discussed the idea of a kick off event, including the following comments:

- The event is a good idea, an opportunity to educate the public about the project.
- The event itself should be the focal point rather than who might attend it.
- Timing of the event should coincide with the completion of the work plan and the funding, around March 1987.
- The success of the event will depend heavily on public participation. The citizen's committee should be in place before the event.
- Contractor support may be beneficial in organizing the event.

Jack Ravan emphasized the necessity of identifying the citizens participation group as soon as possible. He recommended someone on the Policy Committee form an ad hoc committee to develop guidelines for the Technical Committee on creation of a citizen participation group.

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Dirk Frankenberg moved that John Costlow chair an ad hoc group later that evening to draft a resolution for the Technical Committee as guidance for establishing a Citizen Participation Committee. The motion passed by unanimous vote.

A motion for adjournment was seconded and passed unanimously at 5:30 PM.

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ATTACHMENT TO MINUTES

ALBEMARLE-PAMLICO ESTUARINE PROJECT

POLICY COMMITTEE MEETING

AUGUST 14, 1986

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THE UNIVERSITY OF NORTH CAROLINA  
AT  
CHAPEL HILL

Marine Sciences Program  
Curriculum in Marine Sciences

The University of North Carolina at Chapel Hill  
12-5 Veranda Hall 045-A  
Chapel Hill, N.C. 27514

August 4, 1986

Dr. Lynn Muchmore  
Assistant Secretary for Natural Resources  
N.C. Department of National Resources  
and Community Development  
P.O. Box 27687  
Raleigh, NC 27611-7687

Dear Lynn:

I enjoyed talking with you and meeting with the Policy Committee of the Albemarle-Pamlico Project on July 31. Policy Committee members were asked to send you suggestions for boundary conditions, objectives and operational policies for the project. I understand that you will distribute these suggestions to other Policy Committee members prior to our meeting in Washington on August 14.

My suggestion for boundaries for the project are as follows:

**Ecological boundaries** - All waters and habitats in the Albemarle-Pamlico estuarine system between Virginia and Beaufort Inlet including the coastal ocean influenced by recurring tidal drainage from the system and extending to that point in the upstream watershed at which maximum salinity reaches 5 parts per thousand.

**Practical boundaries** - Virginia to Beaufort Inlet and all areas shoreward of the barrier islands and seaward of U.S. Highway 17 including waters regularly entering or leaving this area by tidal action.

The first definition has a technical base. The second covers more or less the same area, but is based on more generally recognizable landmarks.

My suggestion for the objective of the Albemarle-Pamlico Project is:

To provide the scientific knowledge and public awareness needed to assure that the Albemarle-Pamlico estuarine system can continue to supply citizens with natural resources, recreational opportunities, and aesthetic enjoyment into the 21st century.

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Attachment 1

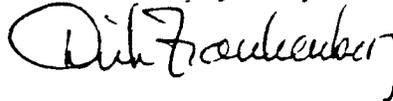
My suggestions for operational policies for the project are based on the concept that available funds should be spent through an open, understood and competitive process and that public perceptions and concerns should be actively factored into our efforts. I'm not sure how to express this concept in articulate policies, but my early effort is as follows:

The Albemarle-Pamlico Project will operate in accordance with the following general policies:

1. New knowledge needs will be defined through operation of an open process in which public and technical comment is widely invited.
2. Specific research projects will be selected for support with public funds only after an open competition in which technical review by scientific peers will be the major determinant of a decision to provide support.
3. Progress in meeting the scientific knowledge needs of the project will be reviewed annually by the management committee and presented at an open and advertised technical meeting.
4. Public awareness of environmental issues effecting the Albemarle-Pamlico estuarine system will be measured and stimulated by specific project activities.
5. Public concerns about the Albemarle-Pamlico estuarine system and its use will be determined and summarized for use by the Management and Policy Committees in planning and administering the project.

I hope these comments will be of use to you. I look forward to working with you and committee members in designing statements of boundaries, objectives and policies with which we can all agree.

Sincerely yours,



Dirk Frankenberg

DF/sk



State of North Carolina  
Department of Natural Resources and Community Development  
512 North Salisbury Street • Raleigh, North Carolina 27611

James G. Martin, Governor

S. Thomas Rhodes, Secretary

MEMORANDUM

TO: Albemarle-Pamlico Policy Committee  
FROM: Secretary S. Thomas Rhodes  
SUBJECT: Committee Responsibilities/Tasks  
DATE: August 14, 1986

As a starting point for our discussions on August 14, I have outlined my thoughts on several items we need to reach consensus on in order to effectively organize this project.

I have proposed a two-step process that will lead to a clear definition of the problems we need to address by December and a detailed work plan for addressing these problems by March. I have also outlined several procedural aspects of the project and several proposed key principles we can discuss.

Attachment 2

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P.O. Box 27687, Raleigh, North Carolina 27611-7687 Telephone 919-733-4984

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### Phase I (September - December 1986)

In order to develop an overall workplan for the Albemarle-Pamlico Sound Estuarine Project, the policy committee should direct the technical committee to focus its attention in the project's initial stages on the following topics, in the order listed:

- (1) Identification of the beneficial uses of the Albemarle-Pamlico Sounds, with a review of the historical and currently projected future trends for those uses. This will largely define what we are trying to achieve and where we should be focusing our concerns.
- (2) Identification of the threats to the continued/restored/expanded enjoyment of those uses.
- (3) Identification of where there are gaps in the information/knowledge needed in order to fully assess the interference among beneficial uses, the threats to them, and the efficacy of alternative means for reducing those interferences and threats.
- (4) Identification of the existing resource management system, including local, state and federal agencies, and addressing regulatory, planning, research, investment, and educational aspects of the system.

### Phase II (January - March 1987)

After information on these four topics has been compiled, presented to and discussed by the policy committee, the technical committee should proceed to develop a five-year work plan for gathering the needed additional information on uses, threats and interferences to the uses, and management needs to address those threats. This effort will require the policy committee to consider:

- (1) The relative priorities for attention to each of the information needs;
- (2) The major interrelationships between the uses, threats and management alternatives;
- (3) The agenda for needed data gathering and analysis; and
- (4) The implementation of improvements in our ability to manage the threats and achievement of the most beneficial mix of uses.

### Process

The policy committee should charge the project's technical committee with developing the working papers and recommendations necessary for the policy committee's consideration and deliberation of the above points. The technical committee may establish working groups and recommend consulting services as necessary to meet this charge.

The technical committee should also be charged with presenting recommendations to the policy committee on several procedural matters essential to the successful completion of the project. These include:

- (1) Identification of an effective program for participation in the project by the users of the resources of the Albemarle-Pamlico Sound, local governments, resource managers, and the citizens of the region. This should be completed concurrently with Phase I work. Issues such as organizational vehicles for participation (committees, task forces, roundtables, etc.), communication devices (newsletters, workshops, symposium, etc.), and timing should be addressed.
- (2) Identification of an effective data management system for the work identified to be done in Phase II above. This should be completed concurrently with Phase II work.

### Principles

In carrying out this work the policy committee should be guided by the following principles:

- (1) The focus of the entire project should be developing and implementing improvements to our system for managing impacts on the Albemarle-Pamlico Sounds' long-term productivity and usefulness.
- (2) Where possible, existing resources and tools should be used for the project. This includes existing data, public participation vehicles, and management institutions.
- (3) Local, state, and federal agencies share management responsibility and all should be actively involved in the project.
- (4) Those that use the resources of the Albemarle-Pamlico Sound and are affected by its development should be involved throughout.
- (5) The project should be closely coordinated with all other available research and management initiatives.
- (6) The project must be comprehensive, examining all uses of the Sounds and all impacts of those uses, extending up the sounds' watersheds/drainage basins to the extent necessary to achieve understanding of the system.
- (7) The project must be action oriented, targeted toward the implementation of specific management improvements.
- (8) The project must address the full range of management tools available, including regulatory, planning, education, public acquisition and investment, and taxation.
- (9) The project must include a centralized data management, with strong quality assurance/quality control standards for all new data acquisition and assembly of pre-existing information.



*Policy Committee meeting  
8-14-86*

State of North Carolina  
Department of Natural Resources and Community Development  
512 North Salisbury Street • Raleigh, North Carolina 27611

James G. Martin, Governor

August 8, 1986

S. Thomas Rhodes, Secretary

MEMORANDUM

TO: Members of the Albemarle-Pamlico Estuarine Study  
Policy and Technical Committees

FROM: S. Thomas Rhodes  
Jack E. Ravan

SUBJECT: Details of Meetings on August 14 and 15,  
Washington, N. C.

Thursday, August 14

1:30 - 4:30 p.m. - Policy Committee will meet in the Conference  
Room of the Washington Regional Office  
at 1424 Carolina Avenue in Washington,  
N. C.  
(919) 946-6481

6:00 p.m. - Reception and Dinner for members of  
Policy and Technical Committees

Place: Brentwood Lodge  
Amount: \$10.00

You will be given directions through  
the Washington Regional Office or the  
Holiday Inn.

Friday, August 15

9:00 a.m. - 12:00 p.m.- Technical Committee will meet at the  
Washington Cultural and Civic Center  
at the corner of Main and Gladden  
Streets in Washington.

NOTE: Members of the Policy Committee  
are invited to this meeting.

NOTE: Rooms have been reserved at the Holiday Inn. Government  
rate for single or double is \$38.00. If you have  
not made reservations or need information call Lorraine Shinn  
at (919) 946-6481 or the Holiday Inn at (919) 946-6141.

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