

CITIZENS' ADVISORY COMMITTEES AGENDA

**JULY 28, 1992
REGIONAL OFFICE CONFERENCE ROOM
1424 CAROLINA AVENUE
WASHINGTON, NORTH CAROLINA**

7:00 pm	WELCOME/ APPROVAL OF MINUTES	Brewster Brown/ Derb Carter
7:05 pm	PROGRAM REPORT/REVISED WORKPLAN	Randall Waite
7:30 pm	DISCUSSION OF AN APES FOUNDATION	Mike Orbach
8:00 pm	PRESENTATION OF CCMP	A/P Staff
8:45 pm	DISCUSSION OF CCMP	Brown/Carter
9:30 pm	VOTE ON CCMP RECOMMENDATION	Brown/Carter
10:00 pm	NEW BUSINESS/ADJOURN	Brown/Carter



The Albemarle-Pamlico Estuarine Study
Joint Citizens' Advisory Committee Meeting
Washington Regional Office
July 28, 1992

MINUTES

The meeting was called to order at 7:15 p.m., APES Director Randall Waite presided. Attendance list (see Attachment A). Motion to accept the previous meeting's minutes as written was made by Al Howard, seconded by Dick Leach. Motion carried.

PROGRAM REPORT

Revised Work Plan (see Attachment B) Changes in figures reflect revisions through guidance by the Environmental Protection Agency (EPA)-- salaries are computed on a nine month basis. CWQMP figure reflects the expansion to include fisheries and habitat monitoring. Project 93-18, an Air Pollutants Workshop, is being done as a favor to the EPA-- the actual cost will be paid by EPA but must appear in the budget. The GIS increase will cover the cost of producing maps and other specific analyses. The replacement of "septic systems" for "septic tanks" was agreed to by Randy Waite .

Task 1	Revised \$244,000
Task 2	
Personnel	68,000
CWQMP	50,000
Task 3	135,000
Task 4	
Environmental Analysts	63,000
Resource Economists	42,000
Air Pollutants Workshop	53,000
GIS Analysis	50,000
Planning Guide	50,000
Task 5	270,614

CCMP Timeline

1. Recommendations from CAC's (07/28/92)
2. Recommendations from the Technical Committee (07/29/92)
3. Recommendations from the Roundtable (08/04/92)
4. Recommendations from the Policy Committee (08/05/92)
5. 1st Committee revisions incorporated
6. 1st Public Draft CCMP-- August
7. Cable Television Shows-- 8:00 p.m. Thursdays Sept. 3, 10, 17 and 24
8. 1st Public Meetings-September*
9. 1st Public revisions incorporated-- October
10. 2nd Public Draft CCMP to Committees-- October
11. 2nd Committee revisions incorporated
12. 2nd Public Meetings-- January (this reflects revisions made to date)
13. 2nd Public Revisions incorporated-- January
14. Final CCMP to Policy Committee-- February
15. Approved CCMP sent to Governor for approval

*The September public meetings will be in New Bern on the 28th, Rocky Mount the 29th, Elizabeth City the 30th and Franklin, Virginia October 1st.

User Group Workshops, similar to those held in February, are being considered. In February the individual user groups met as single entities-- Agriculture, Forestry, Point-Source Dischargers, etc. Consideration now is being given to holding four or five meetings with mixed representation from the previous groups. It is thought that this will allow roundtable discussion among the participants and an opportunity for all users to interact. (This anticipated activity has been cancelled.)

Research Documents

New documents that are available from the APES office:

Mapping and GIS Development of Land Use Cover	91-08
Final Project on the Stormwater Detention Pond	92-03
Hoban's Non-Point Source Pollution Handbook	90-24
Feasibility Study--Estuarine Resource Cntr.	91-07
Water Quality Data of the Neuse/Pamlico	91-06
DEM's Water Quality Monitoring Data	92-01(DEM)
Environmental Management Strategies	92-01

The Research Triangle Institute's sub-basin Project, which is due in September, will help formulate the Sub-basin Management Plans.

Other reports now in draft form:

Toxicant Point Source Inventory	92-04
Regional Inventory for critical areas	92-07
Wetlands part of the Status and Trends Report	
McKenna's work on Blue Crab Fisheries	92-08
Engel's Report on Water Quality	92-09
Susan Little from RTI on Ground water	
Randy Dodd's work on Flux Analysis	
Ed Noga--Ulcerative Mycosis (relation to Water Quality)	

Special Events

Legislative Day, July 1st, was held at the Legislative Building in Raleigh. Among the displays exhibited were Tom Hoban's Public Attitude Survey; JoAnn Burkholder's Toxic Dinoflagellate; Dianne Meiggs' poster display on Educational Modules; Jim Cummings' display on the Agricultural Best Management Practices Demonstration Project; Division of Marine Fisheries exhibited By-catch Reduction Gear; and CGIA's Geographic Information System (GIS) was set up to give demonstrations. One hundred eighty-three people attended (Legislators, Legislative staff members, lobbyists, CAC members, and APES staff members). Bruce Etheridge and Marc Basnight announced the reception from the floor of the House and the Senate. Bruce Ethridge asked that APES provide a full presentation to the Environmental Review Commission (ERC).

Annual Meeting is being planned for October 10, 1992 in Manteo on Roanoke Island .

Personnel Update-- Public Involvement Coordinator, Joan Giordano-- out for several weeks on medical leave will be returning. New APES support staff are Marlene Eubanks and Murial King, Raleigh Office and Meta Carol Vreeland, Washington Regional Office.

DISCUSSION OF AN APES FOUNDATION

Michael Orbach, referencing a letter he sent to all APES committee members, began discussion with the principle point that the idea of the foundation would be an organization in the private sector-- not a government agency. It would be region-wide and subject-wide, different from many of the existing education or involvement associations. It would integrate interpretation, education and involvement functions by coordinating public education and involvement; serve as a conduit for private sector funding; and possibly act as a conservator for lands.

Two short-run situations might be available for just such an organization-- the Citizen's Water Quality Monitoring Project (CWQMP) or some kind of Estuarine Interpretative Center. The current CWQMP's director is leaving to assume a new position which give the opportunity to reassess whether the CWQMP should be at the University or should be with the private sector.

Mike Orbach recommended the CACs leave a minimal reference to a foundation in the CCMP to not close off any options and see what the public has to say about the idea in the September Public Meetings. His personal opinion was that it may be useful, if the CACs thought it appropriate to offer some expression of support for leaving the current reference to a foundation in the CCMP for public comment.

Dick Leach suggested that such an organization would be able to obtain funding from governments (city, county and state) that would not normally go to a private groups.

David McNaught mentioned one jeopardy in the idea in the limited way the phrasing "education and public involvement" truly expressed the goals of the organization that Mike Orbach was discussing.

After some additional discussion a motion was made by Yates Barber that the CACs request that a reference to the foundation be left in the CCMP for consideration by the other committees. Luther Daniels seconded the motion. Discussion ensued with Mike Orbach clarifying the motion as providing specific advice to the Policy Committee and the Technical Committee from the CACs to retain a reference of a foundation for future public discussion. The motion was unanimously passed.

Further discussion expressed concerns with the wording "foundation". A suggestion was made to instead use the word "organization". Mike Orbach agreed to investigate any legal ramifications of the use of the word "organization".

PRESENTATION OF THE CCMP

The APES staff did an overview of the CCMP stressing the fact that all of the areas were interrelated.

DISCUSSION OF THE CCMP

Joe Stutts said he thought it was commendable that, for the first time academia, bureaucrats, and citizens have come together on a continuing basis.

Discussion continued with Carolyn Hess requesting a general timeline of events. In response to a question of accountability in the implementation phase, Randy Waite said that the Coordinating Council is accountable to the governor and the Council's report will be available to the public as well.

Yates Barber expressed a concern that the Chairs of the five large commissions will be able to take on such technologically challenging and time consuming roles. He also expressed concern that the Council lacked representatives from Virginia and federal agencies. Randy Waite responded that the Chairs would be coordinators for implementation and a federal agency advisory committee would allow for federal agency input.

Joe Stutts added his concern that State Forestry should have a representative. Randy Wait responded that Forestry would be represented by the presence of the Secretary of EHNR.

Al Howard expressed a concern that the "wolves would be minding the hen house," and Carolyn Hess likened the make-up of the Council to David and Goliath since there was only one CAC representative on the council.

VOTE ON CCMP RECOMMENDATION

Randy Waite mentioned that the CACs should focus their attention on whether this is the point in time to take the next step to get the CCMP out to the public for comment rather than debate specific issues within the current CCMP as the current internal draft will look significantly different by the time it will be released to the public.

Additional discussion culminated in a suggestion for a motion by Al Howard to "get on with the program" by having the CACs inform the Policy Committee that, based upon the comments concerning the CACs and their functions, that the CCMP be forwarded to the Policy Committee with these minor changes and then released to the public. Yates Barber seconded the motion.

When Randy Waite called for additional discussion, Yates Barber suggested that all CACs read the document again in preparation for the Roundtable meeting in Elizabeth City. Randy Waite suggested that everyone at least read each action plan's main recommended actions until the Executive Summary is complete.

A vote on the motion to forward the CCMP was called. The motion was unanimously carried.

NEW BUSINESS/ADJOURN

Announcements were made concerning the 3:30 p.m. tour by Dr. Sinha of the Elizabeth City State University science facilities prior to the 7:00 p.m. Roundtable discussion. The next CAC meeting will be October 10, 1992. There being no additional new business, the meeting was adjourned at 10:10 p.m.

Attachment A
JOINT CITIZENS' ADVISORY COMMITTEE
MEETING

PCAC/ACAC

WASHINGTON REGIONAL OFFICE
07/28/92

<u>NAME</u>	<u>AFFILIATION</u>
Margaret Scully	APES staff
JENNIFER STEEL	APES STAFF
Kristin Rowles	APES staff
Tou Stroud	MRP
STEPHEN DANIELS	PCAC
L.P. Williams	ACAC
Yates M. Barber	ACAC
Carole Ann	ACAC
Joe Stotts	ACAC
Phyllis Hinton	ACAC
Alfred Howard	ACAC
Joe Wright	ACAC
Dick Seach	PCAC
VIM VAN ECK	citizen
Ricken M BRAME	PCAC
1000 A GRISCOM	Hampton Roads Planning District
JOHN M. CARLOCK	HAMPTON ROADS PDC
MIKE ORBOCH	ELU/TC
Randy	
Meta	
Journalist - Betty Gray	
	Late Arrivals:
Robbie Blinhoff	
Dave McNaught.	



SCOPE OF WORK
FOR THE PERIOD OF
OCTOBER 1, 1992 THROUGH JUNE 30, 1993

TASK 1 - Operation of the APES program offices located in Raleigh and Washington, North Carolina.

- continue day-to-day operations of the project offices
- provide support to all committees in the management conference
- coordinate public outreach activities
- manage technical and public outreach and education contracts
- continue drafting the CCMP
- conduct public meetings and workshops
- distribute study results to the public
- complete the five year management conference

BUDGET - TASK 1 (NOTE: All salaries are for the nine month period covered by this cooperative agreement unless otherwise specified)

Personnel		162,000
Salaries (5 FTE)	124,500	
Fringe Benefits (30%)	37,500	
<u>Travel</u>		15,000
<u>Office Supplies</u>		7,000
<u>Equipment Maintenance</u>		3,000
<u>Printing Reports and CCMP</u>		20,000
<u>Postage and Mailing of Reports, Correspondence, and CCMP</u>		10,000
<u>Public Notices</u>		10,000
<u>Other Operating Expenses</u>		17,000
Telephone	5,000	
Room and Equipment Rentals	1,000	
Training and Other Miscellaneous	1,000	
Regional Office Space	10,000	-----
TOTAL COST FOR PROGRAM OPERATIONS		244,000

DELIVERABLES - TASK 1

Annual Report	September 1992
Committee Meeting Reports (progress updates)	Quarterly
Draft CCMP #1	August 1992
Draft CCMP #2	November 1992
Final CCMP	February 1993
Federal Programs Report	November 1992
Cost Estimates Analysis	November 1992

TASK 2 - Support for six public outreach and education activities.

Continuation of several public outreach and education initiatives are necessary to provide consistency, effective communication with the public, and public interest in the program through involvement.

Project 93-1: Newsletter. The APES newsletter reaches over 15,000 people with each issue and is highly effective in keeping the public informed about the study's progress, important meetings, and significant findings. This project will include the complete costs of writing (1/3 time) and distributing six newsletters (one about every six weeks). The function will be through a personal services contract. Topics will include public meeting dates, committee meeting dates and agenda items, results of research and public involvement projects as they are completed, and information about the CCMP.

Project 93-2: Public Affairs Specialist. A two-thirds time public affairs specialist is needed to specifically draft information for the public. Much important information is gathered as part of the APES program and often is not adequately released to the public. This specialist would write press releases, develop program brochures, and prepare public relations correspondence. This will be in conjunction with the newsletter to improve our ability to reach the general public through print media.

Project 93-3: Public Liaison. During the development of the CCMP, open communication with public organizations and local government is essential. This project includes one full-time contractor to make presentations to local officials, civic groups, special interest associations, and other interested groups about the program and environmental management issues.

Project 93-4: Education Specialist. A half-time contractor is necessary to continue our outreach efforts to schools. This effort has been very successful in reaching significant numbers of school children. These audiences are not well reached through normal outreach activities such as newsletters. Hands-on demonstrations are far more effective and make lasting impressions.

Project 93-5: Citizen Monitoring. This project continues the Citizens' Water Quality Monitoring Program, which has been very successful in generating public involvement, education, and interest in water quality monitoring. This year the project will be expanded to include fisheries and habitat monitoring activities. Fisheries monitoring will entail dockside surveys and will be coordinated with the Division of Marine Fisheries and the Wildlife Resources Commission. Habitat monitoring would include some training by the Natural Heritage Program or other agencies involved in habitat protection to identify changes in the areal extent or composition of specific habitat areas.

Project 93-6: GIS Outreach. APES has helped to fund an extensive geographic information system for the study area, but has put little effort to date into training people in its use. This project covers the cost of one technical assistant plus equipment (work station) to train local government planners in the specific uses of GIS for local land and water use planning. The technical assistant will travel to the locality for onsite training, system setup, and state system linkage.

BUDGET - TASK 2

Budget figures are based on projections from currently funded, similar activities.

Newsletter		40,000
Salary (1/3 FTE)	7,000	
Fringe Benefits	2,000	
Printing/Mail prep.	11,000	
Postage	20,000	
Public Affairs Specialist		18,000
Salary (2/3 FTE)	14,000	
Fringe Benefits	4,000	
Public Liaison		34,000
Salary (1 FTE)	21,000	
Fringe Benefits	6,000	
Travel	7,000	
Education Specialist		16,000
Salary(1/2 FTE)	10,500	
Fringe Benefits	3,000	
Travel	2,500	
Citizen Monitoring		50,000
Salary (1.5 FTE)	33,500	
Fringe Benefits	9,000	
Travel	2,500	
Supplies	5,000	
GIS Outreach		93,000
Salary (1 FTE)	35,000	
Fringe Benefits	10,500	
Travel	7,500	
Equipment	40,000	
TOTAL COST FOR PUBLIC INVOLVEMENT AND EDUCATION		251,000

DELIVERABLES - TASK 2

<u>Project</u>	<u>Deliverable</u>	<u>Due Date</u>
Newsletter	six 4-page newsletters	every 6 weeks
Public Affairs Specialist	CCMP pamphlet	November 1992
	APES pamphlet	October 1992

	news releases	weekly
	public relations correspondence	weekly
	progress reports	bi-monthly
Public Liaison	slide presentation development	monthly
	progress reports	weekly
Education Specialist	presentation development	October 1992
	progress reports	bi-weekly
Citizen Monitoring	standard operating procedures	October 1992
	quality assurance/quality control plan	October 1992
	volunteer training sessions	monthly
	data reports	bi-monthly
	progress reports	bi-monthly
GIS Outreach	training program	October 1992
	progress reports	bi-monthly

TASK 3 - Support for monitoring projects.

Continuation of monitoring programs is necessary to maintain a continuous database from which to measure improvements. The current monitoring network consists of the citizens' water quality monitoring network (discussed above), USGS's continuous monitoring network, and DEM's expanded monitoring network.

Project 93-7: USGS Continuous Monitoring Stations. USGS must maintain at least one third of the current continuous monitoring stations in order to insure integrity of the database. After an analysis of the current data is completed, the number of stations can be optimized for efficient long term monitoring. This data will be extremely important for change detection and future and on-going modeling efforts.

Project 93-8: DEM Expanded Water Quality Monitoring Network. DEM's monitoring network can also be further optimized for long term data collection. However, these savings are offset by the need for intensive evaluations of problem areas as they are identified. This information will help to identify the sources of localized problems and provide a basis for increased management efforts.

BUDGET - TASK 3

Budget estimates are based on current year costs and include the cost reductions estimated by optimizing the stations.

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USGS Monitoring (to be matched by USGS)	85,000
DEM Monitoring	50,000

TOTAL COSTS FOR MONITORING	135,000

DELIVERABLES - TASK 3

<u>Project</u>	<u>Deliverable</u>	<u>Due Date</u>
USGS Monitoring	revised monitoring plan	October 1992
	data analysis report	February 1993
DEM Monitoring	revised monitoring plan	October 1992
	data analysis report	February 1993

TASK 4 - Support for information gathering and technical writing and analyses.

Continued support is necessary for contract environmental analysts and additional support is necessary for contract economic and technical analysts to insure rapid completion of the CCMP.

Project 93-9: Environmental Analysts/Technical Writers. This project would continue support for the two contract technical support staff. These contractors are responsible for collecting and analyzing technical and policy information to be included in the CCMP. They assist in writing the document and in overseeing technical investigations. They will also complete the federal consistency review to meet purpose seven requirements of the management conference agreement.

Project 93-10: Resource Economists. This project would hire two resource economists for six months each to evaluate the costs of each recommended management strategy and to estimate as many of the potential economic benefits as possible. The contractors would further refine the financial management plan by matching financing options to specific management strategies.

Project 93-11: Consensus Development Workshops. Consensus building is a key element of the APES program. This project would contract 15 workshops to build consensus for the management plan among agencies, committee members, special interest groups, and the general public. The workshops would be run by a trained facilitator and the results would be used to refine the CCMP. Each of the workshops would last one day.

Project 93-12: Monitoring Network Analysis. With limited monitoring budgets, agencies must look for ways to trim their monitoring networks without sacrificing data integrity. This project will contract a statistician to analyze the current water quality

monitoring network in order to optimize the number of continued monitoring stations. The contractor will also evaluate fisheries and habitat monitoring efforts to recommend a long term monitoring program in these resource areas.

Project 93-13: GIS Analysis and Maps. Continued GIS support will be necessary to utilize the GIS system to its full extent during refinement of the CCMP. There will also be a need for GIS maps to be printed out by special order. This project will contract CGIA to provide that continuing level of support.

Project 93-14: Land and Water Use Planning Guidelines. Incorporating specific environmental protection into water and land use planning is a fundamental recommendation of the CCMP. There is a need for guidelines to specify those resources in need of additional protection and methods of planning to offer that protection. The guidelines must be rigid enough to insure protection while allowing sufficient flexibility for local governments to chart their own development. This project will contract with a land and water use planning expert to develop such guidelines for use in the implementation of the CCMP recommendations. In addition model ordinances are necessary to provide for smoother implementation of the land and water use plans and will therefore, also be developed.

Project 93-15: BMP Mapping. Many best management practices are being cost-shared and implemented; however, few agencies have actually mapped their locations, making it almost impossible to calculate the load reductions in any particular watershed. This project will demonstrate the utility of mapping installed best management practices on GIS for the purposes of tracking, targeting future cost-share initiatives, and for calculating nutrient load reductions. This would be a joint project between agencies responsible for implementing BMP's and CGIA.

Project 93-16: Effects of BMP's on Groundwater. Much research has been conducted on the effects of surface water quality oriented BMP's on groundwater in other regions of the country. Since the installation of BMP's is a major thrust of the CCMP, this project would review the literature and discuss the potential effect of BMP's on groundwater nutrient loadings and subsequent inflow into the estuarine system.

Project 93-17: Potential Effects of Septic Tanks. Many soils are believed to be inappropriate for septic tanks in the A/P region. This project would review current information and literature, evaluate the potential effects of failing septic tanks in the region and recommend possible management strategies, including recommendations for improved siting and maintenance regulations.

Project 93-18: Air Pollutants Workshop. One of the APES investigations noted that airborne sources of nutrients may account for significant loads to the estuarine system. This project proposes to cooperate with the EPA Office of Air Quality Planning and Standards to conduct a workshop for air pollutant experts to develop technical support documents to answer many of the important scientific questions

relating to atmospheric pollutant loading, sources, effects, and management strategies. The project would assist EPA in planning the meeting, paying experts for their consulting time, and arranging and paying for the experts' travel.

BUDGET - TASK 4

Environmental Analysts		63,000
Salaries (2 FTE)	45,000	
Fringe Benefits	13,500	
Travel	4,500	
Resource Economists		42,000
Salaries (2 FTE/6 mos)	30,000	
Fringe Benefits	9,000	
Travel	3,000	
Consensus Workshops		25,000
Monitoring Analysis		15,000
GIS Analysis and Maps		50,000
Salary	27,000	
Fringe Benefits	8,000	
Computer time	15,000	
Planning Guidelines and Model Ordinances		50,000
BMP Mapping		15,000
BMP Effects on Groundwater		10,000
Septic Tank Analysis		25,000
Air Pollutants Workshop		53,000

TOTAL COSTS FOR TECHNICAL ASSISTANCE		348,000

DELIVERABLES - TASK 4

<u>Project</u>	<u>Deliverable</u>	<u>Due Date</u>
Environmental Analysts	draft CCMP	August 1992
	draft CCMP #2	November 1992
	final CCMP	February 1993
Resource Economists	draft economic evaluation	November 1992
	final financial management plan	February 1993
Consensus Workshops	8 workshops	September 1992
	summary report	October 1992
	7 workshops	November 1992
	summary report	December 1992
Monitoring Analysis	water quality monitoring plan	September 1992

	fisheries monitoring plan	October 1992
	habitat monitoring plan	October 1992
GIS Analysis and Maps	maps and data syntheses	as requested
Planning Guidelines	draft planning guidelines	October 1992
	draft model ordinances	February 1993
BMP Mapping	subbasin maps	December 1992
	demonstration analysis	February 1993
BMP Effects on Groundwater	draft analysis report	October 1992
	final analysis report	December 1992
Septic Tank Analysis	draft analysis report	November 1992
	final analysis report	January 1993
Air Pollutants Workshop	workshop	November 1992

TASK 5- Action Plan Demonstration Projects

Project 93-19: Bycatch Reduction Gear Implementation. Bycatch is one of the main concerns affecting fisheries resources in the A/P area. This project will demonstrate the use of culling devices and escape panels to reduce bycatch in the long haul seine and pound net fisheries. This project is being funded with Action Plan Demonstration Project special funding.

Project 93-20: Bay Scallop Re-seeding. In 1987, an outbreak of Red Tide severely decimated the Bay Scallop population in Bogue Sound. Studies of the scallop population since that time have shown a failure to recover. This project will demonstrate the use of population enhancement techniques to improve recruitment of Bay Scallops in Bogue Sound. This project is being funded by the Near Coastal Waters Program.

Project 93-21: Mitigation of Anadromous Fish Obstructions. Anadromous fish have been in decline in the A/P region for many years. Several obstructions have been located which limit the spawning range of these important fish. This project will demonstrate mitigation techniques including removal and fish ladders. This project is being funded through the Coastal America Program.

BUDGET - TASK 5

Bycatch Reduction	41,244
Bay Scallops	79,370
Anadromous Fish	<u>150,000</u>
TOTAL COSTS FOR APDP's	270,614

(52)

DELIVERABLES - TASK 5

<u>Project</u>	<u>Deliverable</u>	<u>Due Date</u>
Bycatch Reduction	final report	November 1992
Bay Scallops	final report	May 1993
Anadromous Fish	final report	August 1993

BUDGET SUMMARY

Task 1	244,000
Task 2	251,000
Task 3	135,000
Task 4	348,000
Task 5	270,614

TOTAL COST	1,248,614

FUNDING SOURCES

EPA - NEP	550,000
EPA - APDP	30,887
EPA - AIR	53,000
EPA - NCW	50,000
EPA - Coast Am	100,000
NC Appropriations	375,000
Other State	79,727
Other Fed (in-kind)	10,000

TOTAL	1,248,614

