

Nutrient Scientific Advisory Board Meeting #1 Minutes

Friday, September 10, 2010

TJCOG - 4307 Emperor Blvd, Durham NC, 27703

9:30 am -12:00 pm

Attendees

Members: John Cox, Larry Band, Trish D'Arconte, Fred Royal, Matt Flynn, Michael Layne, David Phlegar, Kathy Debusk (for Bill Hunt), Matt Lauffer, Grady McCallie

Non-Members: Jason Robinson, Rich Gannon, Alan Clark, Kathy Stecker, Lars Hanson, Heather Saunders, Sarah Bruce, Mike Schlegel

1. Introduction

Rich Gannon opened the meeting with a welcome and introduction. Jason Robinson followed with a brief overview of the Jordan Nutrient Management Strategy, with a focus on the Existing Development Rule requirements and the associated tasks of the Nutrient Scientific Advisory Board (NSAB).

2. Administrative Procedures

- The group decided to not have a chair-person.
- The group decided that a facilitator could keep the group on topic and task as opposed to a chairman. The group will look into possible facilitators, costs, and potential funding before next meeting. Potential funding includes NCSU's existing Jordan New Development Accounting tool 319 contract, Chatham's WECO 319 program, a new 319 contract, Durham's existing Backyard Bioretention 319 contract, and DOT's open-ended contract.
- The group tentatively agreed to strive for consensus using a 5-level agreement test.
- The question of whether the meetings should be open to the public was discussed. It was assumed that the meeting would have to be open to the public, although they will not be advertised. DWQ will look into the legal aspects of open meetings.
- It was decided that each member will appoint an approved alternate who will attend meetings if needed.
- The group decided that 7 Board members, at least 5 of which are original members, are required for a quorum and to make decisions.
- The group decided that DWQ's role will include meeting coordination, note-taking, technical support, and the drafting of meeting agendas, minutes, and annual reports. TJCOG agreed to potentially help with note-taking.
- Meetings are scheduled for the first Friday of each month from 9:30 am to 12:00. Meetings will continue to be held monthly until the group decides that less frequent meetings are needed.
- Minutes of the last meeting will be approved at the start of the next meeting.
- The nature of the role of the NSAB is to provide recommendations to DWQ and Local Governments .

3. NSAB Tasks

It was agreed that the products provided by the NSAB will have broad applications for nutrient management strategies, although the modeling and development of baseline loadings will be Jordan watershed specific. It was decided that the ordering of tasks will be as follows:

1. Develop method for estimating jurisdiction-scale nutrient loading and reduction requirements from existing development
2. Determining existing modeling and monitoring that can be used for this, and potentially develop new modeling and monitoring to assist in achieving task #1
3. Develop an accounting system for existing management strategies (BMPs)
4. Identify new reduction strategies
5. Evaluate the feasibility, cost, and benefits of implementing load-reduction strategies

4. Meeting Follow-up

- Members to send DWQ an alternate name and description
- Members to send DWQ potential facilitator names
- Members to send DWQ any potential funding sources
- DWQ to see if open-meetings are required
- DWQ to contact facilitators and get price estimates
- DWQ to explore potential funding sources
- DWQ to distribute the Jordan Monitoring Program document to members
- DWQ to set-up NSAB webpage
- DWQ to develop interpretation of the Boards tasks and provide pre-next meeting

5. Agenda items for next meeting

- Administrative discussion (including facilitator)
- High-level clarification of the nature of all the Board's tasks
- Overview and discussion of current monitoring programs
- Modeling options for:
 - a) Baseline estimation
 - b) Source quantification
- Consider developing flow chart of process, showing relationship of the parts

6. Fall meeting dates and times

- November 5, 2010 (9:30 – 12:00, TJCOG)
- December 3, 2010 (9:30 – 12:00, TJCOG)
- January 7, 2010 (9:30 – 12:00, TJCOG)