CCMP Implementation Committee

Meeting Agenda & Notes

DELAWARE CENTER FOR THE
INLAND BAYS
Research. Educate. Restore.

DATE & TIME: *14 Feb 2022, 9:30-11:30AM*
LOCATION: Zoom
ATTENDANCE: Bryan Jones (SCD), Todd Pryor (DelDOT), Aaron Givens (DE Department of Agriculture), Ben Coverdale (DNREC), Ferry Akbar Buchanan (EPA), Stephen Williams (DNREC), Ashley Barnett (DNREC), Sharon Webb (DNREC), Cathay Magliocchetti (EPA), Hans Medlarz (Sussex County), Michelle Schmidt (CIB), Chris Bason (CIB), Aviah Stillman (CIB)

<u>AGENDA ITEMS</u>

I. Call to order, welcome and introductions

II. Updates from CIB

III. 2021 CCMP Tracking
Review an example tracking system and discuss what system of tracking will work best for our committee. Topics include vessel for tracking, information tracked, and frequency of reporting.

IV. FY22 CIB Work Plan Updates
Updates on ongoing projects and a discussion of federal grant opportunities for implementation.

V. FY23 Work Planning
CCMP actions with upcoming deliverables: AG2-2 and AG 1-1

VI. Open
If time allows, we will have a few minutes for updates related to CCMP Implementation. If time does not allow, please be encouraged to send an email to committee members!

VII. Adjourn

<u>Notes:</u>
Updates from CIB
- CIB considering capacity
    - Capacity expanded - addition of Aviah
- Intense strategic planning is not necessary at this time
- Meetings are scheduled for all of 2022
    - Once a quarter
    - 9:30am on Mondays
    - Will try to keep a virtual option in the future/hybrid format
- There is a need for a chair or co-chair for the CCMP Implementation Committee
    - If interested, please contact Michelle
    - Michelle will reach out to folks to ask about serving in this role
    - Duties include helping form agendas, follow up tasks between meetings

CCMP Tracking
- Need to figure out a way to track and report on progress over the next 10 years
- Tracking Example from Partnership for the Delaware Estuary (PDE)
- One thing to keep in mind is what will work best for us, what information are people already tracking, how often should we update the information tracked?
- Looking at the PDE Example
  - This is for a larger watershed
  - There has been no communication with PDE yet on how they use this spreadsheet
  - The spreadsheet is broken down into their different objectives. There are different sheets for different objectives.
  - A lot of info is contained in the tracking spreadsheet
    - Large use of dropdown menus
    - Can't just put in any information, have to follow the prompts and drop down options
    - There's a similar layout throughout the spreadsheet, very consistent
- Revised CCMP Tracking Spreadsheet
  - First tab - index of actions
  - Second tab - broken down into time periods
  - Third tab - Ongoing Actions
  - Fourth tab - Annual Actions
  - Not sure if this spreadsheet is in a place to start using for tracking
- Thoughts/Conversation/Feedback/Experience with Tracking/Questions
  - Cathy: Good start. A comment on the PDE spreadsheet - when reaching out to partners to populate, they have partners populate on their own through a Google doc, and this was daunting. To record for the CCMP, it may require more hands-on work by CIB to make sure that it is reported well and accurately.
  - Michelle: We do have to do NEPORT reporting each year, and probably everyone is familiar with this. Is there a way to use CCMP tracking system in tandem with NEPORT so that way there is less work for people? Meeting with Clare Sevcik from DNREC about the reporting tool, BMP Tracker, for Chesapeake Bay. She said they are planning on expanding this reporting and tracking with DTAP. How can we streamline tracking? For the BMP Tracker, BMPs are assigned a unique tracker number. Our projects do not have a unique tracker ID. May have to overcome this.
  - Ben: Have you thought of ways to create a unique BMP ID for tracking? Will be important to not double count projects. Best interest to create a unique identifier, especially with staff changes through time.
  - Michelle: Each CCMP action has an identification label. Using this was envisioned for CCMP tracking. But after meeting with Clare, how does the Center need to change our tracking? In the past we just used project names. Have not reported to BMP tracker with DNREC because the BMP Tracker was always focused on the Chesapeake.

- Chris: Some BMPs would best be set forward by DNREC, and the CIB and others would be responsible for providing data for their tracking purposes. And then we pull recordings into our own CCMP tracker. This is time sensitive, and takes a lot of time. Should be in the Clean Water Plan to make sure DNREC has the staffing to do this. Never gets funded enough/consistently for tracking to be done well.
- Michelle: When talked with Clare, the tracking has been driven by the Chesapeake Bay Program. This is Clare's timeline: Requested information by Oct., Clare sifts through data in Nov., Dec 1st the tracking goes to the Chesapeake Bay Program. So at the end of the calendar year, we could pull BMPs that were added to the Tracker for that year. Let partners give DNREC their BMPs for tracking, and then we pull this info from the BMP Tracker. But we have other projects that would not be captured by the BMP Tracker: Living Shorelines, Wastewater Treatment, Policy actions.
- We will need to figure out what DNREC considers to be a BMP
  Should we use a spreadsheet tracker?
  DNREC uses an online form that gets entered into a database to feed the BMP Tracker.
- Chris: The amount of info outside of BMPs is small enough to manage by the CIB with a spreadsheet. Needs to be well curated and updated by Center staff. Doesn't deserve a more sophisticated database like Access
- Cathy: Same page as Chris
- Michelle: Would this work for everyone else? We will need to look at what info we need to capture. Probably not as complicated as PDE example. Lead and supporting people for a project are responsible for updating tracking information.
- Bryan: Think we are on the right track. Seems like it is a good example. The District relies on spreadsheets to track. Wouldn't take much for SCD to overlay and supply data for tracking. Thinks Clare is a great resource. Unique identifier is a good idea, and they are trying to implement that here at SCD. With staff changes, things get lost, so having a unique identifier is key.
- Michelle: Agrees that the Center needs to talk about creating unique identifiers and using them. Need to think about who will be reporting what projects. Timing? Clare said that she will continue with the timing for the CBP. For our CCMP tracking and reporting, we will follow this timing too. Working together at the beginning of the calendar year with updating our CCMP tracker with BMPs and other items. Is this a good time or bad time to get together to update this? Or should we meet earlier to start pulling together our projects before Clare begins her collection, so July/August/September?
- Ben: From a partner perspective, it would be nice to consolidate the timing on requests for completed projects. So for a 6 month reporting setup on a calendar year basis (summertime and wintertime) Jan-June, July-Dec. Clare starts

collecting in Sept/Oct, and all information is due back at the end of Oct. When looking to gather information, try to keep it consistent.

- ○ Michelle: Didn't realize Clare was going off of state fiscal year, whereas NEPORT is federal fiscal year
- ○ Ben: If there is a way to harmonize everything to be more consistent, that would be ideal. CBP reporting happens to match our state fiscal year cycle, even though grants are structured on federal fiscal year.
- ○ Chris: If there is a way to improve it, what are your thoughts?
- ○ Ben: From a programmatic standpoint, if there is a way to match everything up with reporting timeframe, you would know when to supply reporting information. Not sure what the final solution is. Consult with different partners on what they think would be the best way to report information and timing.
- ○ Bryan: The more things can be synched up and coordinated, the better. Not a main data tracker, but Debby is and can sit down with her and share what our dates are. If it would help, we can write it out and share this information.
- ○ Chris: Having it written out would be helpful for sure. Since there are so many tracking needs and exercises. Wondering if Clare would pull groups together and have a meeting to work with others to get a timeline together.
- ○ Steve: Not sure. Tracking is done more in Ben's "shop". Check with what Ben can offer.
- ○ Michelle: Checked with Clare on how things will change with DTAP. They solicit info from the same people, but will expand what is required. Our timeline could be to have NEPORT reporting done in Oct, and try to get the BMP data in the fall at the same time as Clare. But maybe this is too overwhelming?
CCMP tracker will focus on non-BMP projects. Will continue to think about the timeline. Probably will be best to do a summer/fall timeline because this will be in line with Clare's information gathering.
There is a need for all of us to work together. Good start. Final comments?
- ○ Chris: There is this watershed implementation database in DE, where people enter potential projects. Not sure of the name, either DelDOT or DNREC that managed this. Curious about the status of this. Name is Watershed Resources Registry.
- ○ Steve: Mark Biddle and DelDOT manage this. Could talk to Mark about this. Not sure how detailed it is. Prior to this, there was a different registry that solicited potential projects. Not sure what happened to that.
- ○ Jim: Chris Bennett from Environmental Stewardship Program - leading this effort. Modeled what MD had done. Refer to Chris for more on this.
- ○ Cathy: Link shared to DE Registry in the chat. EPA can get contacts for the DE Registry if people are interested.
- ○ Michelle: This would be helpful. Big next step is to get a handle on the information getting collected and how this relates to our committee.
- ○ Ben: Are you looking to improve data collection, or start a new way?

- ○ Michelle: Both. Need to develop a specific tracker for CCMP implementation to show progress on our plan. But recognizes a lot of tracking goes on already, so we want to find the easiest way to streamline tracking. Do not want to create more work.
- ○ Ben: Clare is an excellent resource. Can share their standardized approach with the spreadsheet they send out. Olivia Devereux developed the database. Not sure if you are interested in something like this?
- ○ Michelle: Been having conversation with Olivia about DTAP, but don't think we need a database like this.
  Next steps: Reach out to you all about your required reporting and timelines for reporting. Suspecting that our reporting will be summer/fall. We will continue to have conversations about this as a committee.

CIB FY22 Work Plan Updates
- ● Center has to submit a yearly work plan to the EPA each year. Jan-May is the work plan development timeline.
- ● Rapid Assessment Project Plan
  - ○ Coordinating with USACE
  - ○ Performed GIS exercise to determine prime locations for BMP installation
  - ○ Planning will be wrapped up this May
  - ○ Project barrier: availability of space to implement projects
    - ■ There was interest from stakeholders, but much of the land had future use, or under easement, and just low availability in general
  - ○ Site visits happening next week.
  - ○ Implementation will occur over the next couple years
  - ○ Stay tuned for updates after site visits
- ● Models
  - ○ Watershed Nutrient Loading Model
    - ■ DTAP was developed after this was added to work plan
    - ■ Still trying to figure out financing for adding other components to DTAP, most important being the climate change component.
    - ■ Currently DTAP only uses annual average precipitation scenario
    - ■ This item will stay in the work plan for the next couple years.
    - ■ Olivia is to present at the STAC meeting Wed, Feb 16th on the data used to develop the tool and what the otool will be used for
  - ○ Watershed Hydrodynamic Water Quality Model
    - ■ Still working on funding for development
    - ■ Will stay for next years work plan
- ● Wastewater Planning
  - ○ Project picked up after hiring Aviah
  - ○ STAC subcommittee formed
  - ○ Goals:
    - ■ Develop nutrient budget

- ■ Present whitepaper
- ■ Convene stakeholder group
  - ○ Current focus is on data collection
    - ■ Starting with one case study and collecting data
    - ■ Hopefully case study data collected by April
    - ■ Next subcommittee meeting is in April
  - ○ Focusing on large wastewater facilities
  - ○ Researching nutrient transport and attenuation coefficients for the Nutrient Budget
  - ○ Please let Michelle know if you or know anyone else who could join the subcommittee
  - ○ Will be in the work plan for next year

CIB FY23 Work Plan
- ● Completed Projects
  - ○ CIB Strategic Plan Update
  - ○ James Farm Capital Campaign
  - ○ 2021 State of the Bays
  - ○ SAV Study
  - ○ Shoreline Inventory
  - ○ Oyster Reefs - Phase 1
  - ○ Reforestation at Piney Neck
  - ○ Reforestation at Cypress Swamp
  - ○ 2021 Revised CCMP
  - ○ Economic Analysis of the Inland Bays
  - ○ Rapid Assessment Project Plan
- ● New Projects to be included in FY23
  - ○ Adding projects is not 1 for 1. CIB is examining capacity when deciding what new projects to add to the work plan
  - ○ Inland Bays Habitat Plan
    - ■ Sort of like a mini CCMP - focusing on habitats and species in watershed
      - ● Can pull items from CCMP for this Habitat Plan
      - ● Will work with stakeholders to identify gaps between CCMP and the Habitat Plan to address all that we need to.
      - ● Will look at various climate change scenarios and impact on habitats
      - ● Working with EPA on the scope of this plan
    - ■ Questions on this project?
    - ■ Cathy: Is sure everyone is aware of the bipartisan Infrastructure Law, and that there will be an influx of money going into NEPs, around $900,000 dollars. Waiting to know how the money will be used. What are some of the potential funding projects that will be using this money at the Center?

- - - Chris: Have to wait for the guidance to come out. Our priority is the James Farm Master Plan. Still have $500,000 to raise to complete this project. Our partners just do not have the land to perform pollution control. Need to shift our approach to acquiring land. Focusing on preservation as a form of green infrastructure. Want to be cost effective, and in line with the Clean Water Plan from the State. Considering Living Shoreline projects, Thompson Island and Sunset Park in Dewey Beach. Need to focus on cost effectiveness for nutrient reductions and carbon sequestration.
    - Diversity, Equity, and Inclusion Plan
      - Will be working on developing this to help guide us in this field
- Ongoing Projects
  - Thompson Island Living Shoreline Project
    - Largest living shoreline project for the Center
    - Thompson Island is owned and managed by Parks
    - It hosts a burial mound site for Nanticoke - large cultural significance
  - HD/WQ Model
  - Baygrass Restoration
  - Wastewater Planning
  - SCP & DLPC
  - Shellfish Enhancement Plan
- Questions:
  - Jim: Conversation about a park in Dewey Beach, can you re-engage and see if some of the funding DelDOT will be receiving could be used for this? Happy to have a conversation about this
  - Michelle: Sunset Park is a project we are very interested in getting done, so it would be good to have a conversation about this.
    Will be in touch with everyone about Infrastructure Bill funding and how we plan to use this

CCMP Committee Goals
- Develop CCMP Tracker
  - Still homework that needs to be done
  - Priority for this year though.
  - Goal to be done by Oct 2022.
  - As a committee we will be working on this, and may require work between meetings
- Identify 1 major federal grant to apply for for implementation
  - Also, how can we partner on a project to use Infrastructure Funding?
  - Want to work together to look for grants that we can apply for for the CCMP implementation
  - Many federal grants applied for, but not successful
  - Our watershed is smaller than most, and doesn't compete as well

- So if we can partner and work together to identify a project that is competitive, this could be a really big win for the Center and NEP
- Anyone have experience with large federal grants? Know of any that would be applicable to CCMP implementation?
  - NAWCA - wetland protection and enhancement
  - RCPP project - Bryan: they want to see new partnerships come together for implementation. Like to see private landowners in these partnerships too. With acquisitions, we run into issues with buying land with development and land costs. There are State and Regional funding groups for RCPP. Starts to become difficult to think of new projects that apply for this and creative elements that are required. That's why new partnerships are key.
  - National Coastal Resiliency Fund - NWF
  - EPA grants? - Ferry can look into this
  - Continue to think about what federal funding is out there
- Develop a plan to complete action AG 2-2. Develop and implement a project plan to achieve the Agricultural Actions of the Inland Bays Pollution Control Strategy.
  - Project Plan to be completed by 2025
  - What does this plan look like?
  - Center has a lot of project plans already and some do overlap with this action item
  - Will be important as a committee to develop this.
  - Practices include: buffer strips, stream restoration, cover crops, manure relocation
  - Bryan: SCD works a lot to push cover crops. There is an ongoing project for acreage.
  - Michelle: PCS has different goals, and part of achieving this action is to look at those goals and determine where we are at in reaching those goals. Part 1, see where we are at with achieving the agriculture goals of the PCS?
    This could be a very large project with multiple steps, or maybe not.
    Goal of the committee is to plan this out, develop a timeline, etc.
  - Chris: Goals are very massive. DTAP will be key for this and determining background. Land use change is currently a large driver, and DTAP should be able to confirm this. As a team, hopes we can have a good conversation about what we should be doing and focusing on such as items like preservation and sea level rise. Looking forward to this meeting, especially DNREC's participation since this is the DNREC PCS and the development of DTAP.
  - Michelle: We will need to do creative thinking with funding for planning
  - Chris: We need to be supporting implementation with support for planning activities.
- Are these goals doable? Anything that the committee can do to assist in your work?
  - No comment

Updates/sharing
- Email the group with any updates
- Meeting minutes will be shared in follow up email as well as the date of the next meeting