Minutes by Robin Wilder

**Steering Committee representatives attending:**
Clean Virginia Waterways (CVW) – Katie Register
County of Chesterfield – Weedon Cloe
County of Henrico – Robin Wilder
County of James City – Suzanne Dyba
University of Mary Washington – Michael Bass
Virginia Commonwealth University Graduate Studies/Filterra Bioretention Systems – Chris French
Virginia Department of Environmental Quality (DEQ) – Stuart Torbeck
Virginia Institute of Marine Sciences (VIMS) – Lyle Varnell
Virginia Water Resources Research Center (VWRRC) – Jane Walker

**Organizations without a representative at the meeting:**
Alliance for the Chesapeake Bay (ACB)
Ferrum College
United States Geological Survey (USGS)
Virginia Department of Transportation (VDOT)

The Virginia Water Monitoring Council (VWMC) Steering Committee met at the USGS Parham Road Office and by conference call on January 11, 2012 (1:00–3:00 PM). Chris French and Katie Register, Steering Committee Co-Chairs, led various portions of the meeting. The meeting was called to order at 1:00 PM. Following welcome and introductions, the meeting agenda was reviewed, amended, and approved. The minutes from the October 20, 2011 meeting were reviewed, amended, and approved.

**Financial Report:**
The financial report from July 1, 2011 through December 31, 2011 was distributed and reviewed. A question was asked about several accounts in the financial report. It was reported that “Other Accounts” and “VWMC Conference Account” are both unrestricted as to what expenses can be paid out of them. The Grant Accounts are restricted to grant activities/expenses.

**Announcements:**
- DEQ announced the 305b/303d report is on schedule to be sent to the EPA in April 2012.
- DEQ announced there is a possibility that no citizen monitoring grants will be available this coming year due to DEQ budget constraints.
- DEQ announced that 461 water monitoring kits were distributed to 187 people including 21 Teacher kits this year.
- DEQ announced they are accepting nominations for streams to monitor/sample this coming fiscal year.
- Clean Virginia Waterways announced they are working with the Alliance for the Chesapeake Bay on Rain Barrel workshops for June 2012 and on two “Train the Trainer” workshops in March 2012.
Old Business:
2012 Conference Planning:
Katie has been able to reserve the Henrico County Training Center for the one-day conference on Friday, May 18, 2012. The conference title will be “Water Quality Monitoring: New and Innovative Techniques.”

We still need speaker suggestions:
- Beach monitoring, VDH or VIMS
- Case Studies, Monitoring outfalls/end of pipe
- Oil and Chemical Spills in waterways, Danielle Donkersloot, NJ
- Stream Restoration, Steps Involved Beginning to End
- New Technologies and Equipment, Teresa Culver, UVA
- Monitoring E-coli, Local gov’t use of volunteer monitors for e-coli/stream/outfall monitoring
- Optical brighteners, using volunteers
- USGS – Using Advanced Tools for Continuous Monitoring in Fairfax, Mark Bennett
- Erik Eckl, Water Words that Work – How to engage the Public regarding Water Quality issues
- Laura Grape, Northern VA

Vendor Booths: At the last conference we charged $75 but need to increase that rate based on comments from at least one vendor. There is only room for 3-4 tables. Therefore, we should probably charge $150 for a table and $25 for a coffee break sponsor.

New Business:
Steering Committee Elections: 2012 - 2014
- Weedon Cloe, Chris French, and Stephen Schoenholtz all agreed to serve again if elected.
- Ken Brooks, a citizen monitor has indicated an interest in serving.
- Other nominations can be accepted – up to 25 members on the steering committee.
- All four were elected unanimously.

2012 Officer Nominations
The slate of candidates willing to serve for the 2012 fiscal year include:
- Co-chairs: Weedon Cloe, Chris French
- Vice-chair: Katie Register
- Secretary: Robin Wilder

All four were elected unanimously.

501c3 Organization Planning
The VWRRC/Va. Tech legal council has indicated that if a MOU is in place, the partnership between the VWMC as a 501c3 organization and VWRRC can continue.

We now need a work group organized to map out future steps/schedule. Nominations/Volunteers for the work group are: Lyle Varnell, Katie Register, Jane Walker, Weedon Cloe, and Chris French.

Future Meeting Date:
To be determined by doodle poll for the first two weeks of March 2012 at the USGS Richmond offices, 1pm – 3pm.

The meeting was adjourned at 2:50pm