Minutes by Robin Wilder

**Steering Committee representatives attending:**
Alliance for the Chesapeake Bay (ACB) – Anna Mathis
County of Chesterfield – Weedon Cloe
County of Henrico – Robin Wilder
County of James City – Suzanne Dyba
Ferrum College – Carolyn Thomas
University of Mary Washington – Michael Bass
Virginia Citizens for Water Quality – Ken Brooks
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) – Stephen Schoenholtz

**Others attending:**
Jane Walker, VWRRC

**Organizations without a representative at the meeting:**
Clean Virginia Waterways (CVW)
United States Geological Survey (USGS)
Virginia Department of Transportation (VDOT)

The Virginia Water Monitoring Council (VWMC) Steering Committee met at the USGS Virginia Water Science Center on Parham Road and by conference call on March 8, 2012 (1:00–3:00 PM). Chris French, Steering Committee Co-Chair, led the meeting. The meeting was called to order at 1:05 PM. Following welcome and introductions, the meeting agenda was reviewed and approved. The minutes from the January 11, 2012 meeting were reviewed and approved.

**Financial Report:**
The financial report from July 1, 2011 through March 1, 2012 was distributed and reviewed. It was noted that follow-up contact is required with the VDH regarding a recently submitted grant proposal.

**Announcements:**
- DEQ announced the 305b/303d report is on schedule to be sent to the Congress and EPA in April 2012.
- DEQ announced that data from 131 sites were included in the *World Water Monitoring Day Year in Review Report*, making Virginia 4th in the Nation for the number of sites monitored (see [http://www.worldwatermonitoringday.org/ReviewReports.aspx](http://www.worldwatermonitoringday.org/ReviewReports.aspx)).
- DEQ announced they are accepting nominations for streams to monitor/sample this coming fiscal year. The nomination process will end on April 15, 2012.
- Chris French announced there is currently a 2-month comment period on Virginia’s Chesapeake Bay TMDL Phase II WIP. The document can be accessed through the Regulatory Town Hall for review.
Chris French also announced that EPA is considering a revision to the bacterial standard for recreational waters. Hopefully more information can be expected to be generated in the coming months from EPA regarding this revision.

Old Business:
2012 Conference Planning:
Katie is working on scheduling with speakers and an online registration feature so that attendees can pay online with a credit card.

New Business:
501c3 Organization Planning
Two or three state and federal non-profit forms are required to be filled out and filed, however, the Council needs to determine if there will be a name change first before filing the paperwork. Also, we need to apply for and get an Employer Identification Number (EIN) before applying for 501c3 status. We also need to determine a headquarters address for the organization.

The results of the recent survey of Steering Committee members pertaining to interest in serving on the initial governing board and changing the organization’s name were discussed. Because of limited response to the first survey, Jane will resend to get more feedback.

The VWRRC is cautious about agreeing to administer the 501c3 organization when it does not know the amount of work required (e.g., how much paperwork would be involved) and is uncertain it will have staff available to perform the necessary work.

It was also pointed out that a change of this magnitude will require a leadership champion to follow through on the changes.

Mr. Brooks also noted that liability insurance may be something that should be researched.

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

The meeting was adjourned at 2:31pm