

MINUTES

POLICY COMMITTEE
MARCH 6, 1991
NEW BERN, NC

CALL TO ORDER

The meeting was called to order at 9:17 a.m. by Co-chairman of the Policy Committee, Mr. Ray Cunningham. Attendees are listed in Attachment A.

CONSIDERATION OF MINUTES

Dr. William Queen moved that the November 27, 1990, Policy Committee minutes be approved as distributed. Mr. Don Bryan seconded the motion which was unanimously approved.

PROGRAM DIRECTOR'S REPORT

Mr. Randy Waite introduced Ms. Jennifer Steel, the Technical Coordinator for APES.

Waite reported that the seven Preliminary Status and Trends public meetings were attended by ~250 people. Comments basically were that the report needed updating with new information, specifically in the area of metals and sediments. It is estimated that a final report, updated as of January or February of 1991, will be submitted to the Technical Committee in May for review and a final document will be presented to the Policy Committee for approval in June.

Comments also indicated that the Public Version needed to be more than the current Executive Summary. Waite asked for Policy Committee approval to follow the Status and Trends format for the the Public Version, with the perception statements omitted. Mr. Derb Carter suggested using the Summary Document narrative with conclusions from the Executive Summary. The Technical STR will contain an Executive Summary, as will the Public Version. The Policy Committee expressed no objections to this concept.

Waite discussed the development of the CCMP. He requested suggestions for the CCMP Steering Committee membership be submitted. The Technical Committee will review the CCMP Steering Committee membership in May. The Policy Committee will provide final approval in June. Waite said that considerations for Steering Committee membership include program managers, legislative representatives, scientific experts, local government officials and planners, coastal law and urban planning, and financial planners. Waite said a first complete draft of the CCMP is anticipated by June, 1992.

Ms. Mike Gantt proposed that the A/P director present to the Policy Committee in June a strategy for developing the draft CCMP

including a detailed schedule, milestones that need to be met, and funding needs .

Waite said that the Technical Committee recommended the CCMP budget line item include a time-limited staff person or contract help to assist in writing the CCMP.

The Policy Committee expressed concern over the lack of active involvement by the Army Corps of Engineers in the Study. Cunningham suggested that Waite contact the Corps to explore how to get more involvement.

Regarding the issue of Legislative liaison for the Study, Cobey reported that Senator Laura Tally and Representative Bruce Ethridge recommended that the Environmental Review Commission be the point of contact for interaction between the Legislature and the Study.

Cunningham asked Waite to contact other NEPs regarding how citizens were involved in development of CCMPs and to report on this in June. Waite noted that staff has already been making inquiries to the other NEPs.

PUBLIC COORDINATOR'S REPORT

Ms. Joan Giordano reported that the CACs met jointly on February 1 and she suggested continuing the joint meetings. Giordano also reported that the Study's exhibits are still in demand and that APES is participating in the WRAL/NC Coastal Federation's April Coastal Celebration, Environmental Awareness Days in Elizabeth City, and Beach Sweep, as well as making presentations upon request.

PROJECT DIRECTOR'S REPORT

Mr. Ted Bisterfeld informed the Committee that ~\$100,000 in supplemental funds will be available on a competitive basis for Action Plan Demonstration Projects. Bisterfeld noted the criteria for action plan demonstrations. Proposals are due at OMEP on April 30.

Bisterfeld suggested the CCMP Steering Committee refer to the Puget Sound and Buzzard's Bay Water Quality Management Plans as examples during development of the APES CCMP. Cunningham instructed Waite to send a personal copy of the Puget Sound CCMP to every PC member.

Bisterfeld also reported on an interagency federal program called "Coastal America" to be initiated in FY 92 and designed to improve the federal government's response to coastal problems in the areas of species and habitat declines, nonpoint sources of pollution, and sediment contamination. The program is included in the President's budget but Congressional action is uncertain. The A/P area is targeted as a pilot with the potential for ~\$600,000 in FY 92.

DC
3/10/91

Bisterfeld, Waite, and Steel attended the NEP Science Symposium in Sarasota, Florida along with Joe Rudek (for Hans Paerl) and Tom Hoban who presented their work for the Study.

Waite will attend the NEP annual management meeting in San Diego in May. This will provide Waite an opportunity to see other programs' strategies for CCMP development.

Bisterfeld reported that Apogee is drafting plans for a financial planning seminar in the late spring or early summer. Bisterfeld noted the need to establish the financial planning committee before the seminar.

REVIEW OF TECHNICAL COMMITTEE RECOMMENDATIONS FOR FY 91 FUNDING AND BUDGET PACKAGE

Waite reviewed the budget breakdown for each element of the Study (Attachment B). EPA funding for FY 91 is \$1 million and state appropriations are \$500,000. Waite reported there is potentially \$75,000 unspent carryover money from previous years.

Bowman Crum noted that provision for an increase in the Project Director's salary is not included in this budget and he recommended consideration of this at the June Policy Committee meeting. Secretary Cobey noted that it should be discussed in Executive Session.

Crum briefly summarized technical information acquisition projects, public participation projects, and action plan demonstration projects recommended for FY 91 funding by the Technical Committee (Attachment B). He noted that the usefulness in developing the CCMP was considered in selecting projects.

The Policy Committee removed the low priority recommended by the Technical Committee for Proposal #526 "Virginia Inventory and Protection Plan". Waite reported that Virginia has agreed to provide 20% cost share for this project rather than the originally proposed 10% cost share.

There was lengthy discussion regarding Proposal #507 "Valuation of Ecosystem Goods and Services in APES" by Dr. Robert Costanza. It was felt it would take more than one year to accomplish results and also that this is a national issue that perhaps a federal program should fund. It was recognized that this work could be very significant in the overall development of the CCMP. Cunningham suggested including this project in the FY 91 budget for \$37,000; investigating the possibility of funding by a federal agency (e.g., EPA, CORPS); and instructing Waite to discuss with Dr. Constanza what could be accomplished that would be useful in the development of the CCMP. This will be a major topic to discuss at the June meeting. Carter asked that Waite also talk with state and federal resource agencies (e.g., CORPS, EPA, DCM, DEM,) to get their perceptions on how important this is in

contributing to their responsibilities since they are the ones involved in the implementation of the programs around which this issue revolves.

Dr. Queen made a motion that the Policy Committee approve the FY 91 funding package with the provision that Waite investigate the possibility of other funding sources for Proposal #507; Waite and Policy Committee members negotiate with Dr. Constanza work that can be accomplished that would be useful to the Study in the development of the CCMP; report on these findings and act upon recommendation. Bryan seconded the motion. The motion was unanimously approved.

UPDATE MEETING SCHEDULE

Waite said that attempts will be made to hold the Policy Committee meeting in Virginia on either June 11/12. Waite asked Cobey to consider a pre-meeting or post-meeting with Virginia's Secretary Haskell.

The Policy Committee commended Waite's performance as Program Director.

ADJOURNMENT

The meeting was adjourned at 12:35 p.m.

POLICY COMMITTEE

MARCH 6, 1991

ATTENDEES LIST

NAME

AFFILIATION

JOAN GIORDANO	A/P STAFF
MIKE GANTT	US FWS
BILL QUEEN	ECU
DON HOSS	NOAA/NMFS BEAUFORT
RANDALL G. WAITE	A/P STAFF
RAY CUNNINGHAM	EPA ATLANTA
BILL COBEY	NC DEPT. OF EHNR
DON BRYAN	TOWN OF NAGS HEAD/NCLM
JENNIFER STEEL	A/P STAFF
DERB CARTER	PCAC
ANN TYNDALL	A/P STAFF
KARON DONNELLY	A/P STAFF
ERNIE CARL	TECHNICAL COMMITTEE/EHNR
TOM QUAY	PCAC
JIM TURNER	US GEOLOGICAL SURVEY
JON GLASS	THE VIRGINIAN-PILOT
SYBIL BASNIGHT	FRIENDS/ROANOKE ISLAND
MARYBRUCE L. DOWD	FRIENDS/ROANOKE ISLAND
ROGER LYONS	WEYERHAEUSER
BETH BURNS	PCAC
JUDITH SHAFFNER	GOVERNOR'S EASTERN OFF.
WILLARD W. COLE	US FWS
TED BISTERFELD	US EPA
BOWMAN CRUM	US EPA
KATHY NORRIS	A/P STAFF

ATTACHMENT B

2-22-91

PC
3/6/91
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DRAFT

ALBEMARLE-PAMLICO ESTUARINE STUDY -- RECOMMENDED BUDGET; FY 1991-92

I. BASE BUDGET BREAKDOWN

ITEM	GUIDELINE	PERCENTAGE	COSTS
ADMINISTRATION	15%	17.47%	\$275,228
INFORMATION MANAGEMENT	15%	11.81%	\$186,000
PUBLIC PARTICIPATION	10%-20%	17.57%	\$276,698
TECHNICAL INFO ACQUISITION	60%	57.49%	\$905,393
TOTAL		104.34%	\$1,643,319

II. EXISTING FUNDING SOURCES

EPA FY 1991 Clean Water Act Section 320 Funds	\$1,000,000
State of North Carolina Appropriated Funds	\$500,000
Carryover Funds	\$75,000
Total (Base Budget)	\$1,575,000

. ADDITIONAL FUNDING SOURCE

EPA Action Plan Demonstration Funds	\$100,000
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APPROVED PROJECTS WILL BE NEGOTIATED WITH RESEARCHERS TO BALANCE FY 1991-92 BUDGET

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BUDGET BREAKDOWN

A. ADMINISTRATION

PERSONNEL (5% COST OF LIVING INCREASE ABOVE 1990 WAGES)

Project Director	\$49,495	
Administrative Asst. (Clerk/Steno IV)	\$26,464	
Clerk/Typist III	\$16,729	
Public Involvement Coordinator	\$28,210	
Clerk/Typist III (Part-time)	\$8,275	
Env. Specialist II	\$28,161	\$157,334

FRINGE BENEFITS

Social Security Contr (7.65%)	\$12,036	
Retirement Contr (11.74%)	\$18,471	
Longevity Pay	\$2,000	
Indirect Costs (7.5% for Personnel)	\$11,800	\$44,307

TRAVEL

Project Director/Staff	\$10,000	
Citizens' Advisory Committees	\$2,000	
National Estuary Program Participation	\$3,000	\$15,000

EQUIPMENT

Computer/office furniture	\$2,000	\$2,000
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OFFICE SUPPLIES/FILM

\$5,000	\$5,000
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OTHER

Advertising	\$6,000	
Telephone	\$3,500	
Postage	\$7,500	
Printing	\$20,000	
Photocopying	\$4,000	
Photo/Graphic Services	\$2,000	
Books/publications	\$1,000	
Express Freight	\$550	
Room Rental	\$537	
Data Processing Service	\$500	
Other Services (repairs, emp. training, equip. rental, srv./maintenance contracts, insurance & bonding, refreshments at meetings, etc.)	\$2,500	
Regional Office Space Rental (2 staff positions)	\$3,500	\$51,587

TOTAL ADMINISTRATION

\$275,228

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INFORMATION MANAGEMENT

HARDWARE \$30,000

The cost to continue payments for financing the computer system upgrade that is required to support A/P Study data management activities.

MAINTENANCE \$24,000

The costs for maintenance contracts on hardware and software purchased for A/P Study.

COMMUNICATIONS \$25,000

Variable Costs
The costs of using a data communications network. Costs will vary according to usage levels.

DESIGN/PROGRAMMING \$5,000

Costs associated with refining the design of the A/P Study database and for refining the design of the front-end software.

DATA ENTRY AND ANALYSIS \$50,000

CGIA charges for entering and analyzing data.

SUPPLIES \$2,000

Miscellaneous supplies, e.g., maps, mylar, data tapes (VA. 100k's), etc.

STAFF \$50,000

Software specialist (\$25,000)
Applications specialist (\$25,000)

TOTAL INFORMATION MANAGEMENT \$186,000

TECHNICAL INFORMATION ACQUISITION

Source Critical Area			
J Delineation of SAV (C)	Ferguson (NOAA)	\$82,125	
526 VA Inventory and Protection Plan	Lipford (VA DNH)	\$76,500	
			\$158,625
Water Quality			
539 Flows/Hydrodynamics in Albemarle Sd. (C)	Bales (USGS)	\$93,400	
509 Baseline WQ Monitoring (C)	Tedder (DEM)	\$57,881	
540 Open Sound Monitoring (C)	Bales (USGS)	\$146,000	
** 551 Nutrient Reduction Targets	McCarthy (RTI)	\$20,000	
** 536 Ground Water Recharge Areas	Liddle (RTI)	\$20,000	
-- Sediment Toxicity Assessment		\$25,000	
			\$362,281
Fisheries			
552 Striped Bass Eggs (C)	Rulifson (ECU)	\$9,007	
** 527 Blue Crab Shell Disease (C)	Noga (NCSU)	\$36,000	
537 Alternative Fishing Gear	McKenna (EHNR)	\$44,686	
534 Fishing Practices Mapping	Cunningham (RTI)	\$30,000	
			\$119,693
Human Environment			
550 CCMP Management Strategies/GIS	Dodd (RTI)	\$143,206	
507 Ecosystem Valuation	Costanza (UMD)	\$37,388	
543 VA Management Plan	Carlock (HRPDC)	\$34,200	
			\$214,794
OTHER			
-- CCMP Development		\$50,000	
			\$50,000
TOTAL TECHNICAL INFO. ACQUISITION			\$905,393
Action Plan Demonstration (Supplemental Funding)			
528 Water Use Plan Implementation	Clark (NCSU)	\$47,714	
* 501 Natural Areas Protection	Roe (EHNR)	\$47,850	
			\$95,564

(C) Continuation Projects from FY 1990

COSTS OF SELECTED PROJECTS WILL BE NEGOTIATED TO BALANCE FY 1991-92 BUDGET

- * Given Lowest Funding Priority By Technical Committee
- ** Fund Pending Successful Rescoping Of Workplan

PUBLIC PARTICIPATION

502 Env. Health Education (C)	Meiggs (EC)	\$51,625	
503 Public Education Program in the Albemarle Sound Area (C)	Couture (AEA)	\$34,680	
508 Public Involvement in the CCMP	Armingeon (NCCF)	\$46,165	
514 Citizen Water Quality Monitoring (C)	Blinkoff (ECU)	\$46,708	
524 Community Education Outreach (C)	Stroud (PTRF)	\$77,520	
542 VA Institutional Enhancement/ Public Involvement (C)	Carlock (HRPDC)	\$10,000	
-- CCMP/Long-Term Citizen Involvement		\$10,000	
* 530 Wastewater Treatment Manual		0	
TOTAL PUBLICATION PARTICIPATION			\$276,698

* Recommended For Official Support, But No Funding

(C) Continuation Projects from FY 1990