

Middle James Roundtable Steering Committee Meeting

MINUTES

JAN 26 2018

10AM-2PM

DOF OFFICES

MEETING CALLED BY	Olivia Hall, Chairperson
TYPE OF MEETING	Quarterly Meeting
NOTE TAKER	Blair Blanchette/Liz Chudoba
ATTENDEES	Olivia Hall (Henrico), Nancy Drumheller (CVWMA), Betty McCracken (Monacan SWCD), Amber Ellis (JRA), Gay Stokes (RVA DPU), Mark Williams (Luckstone), Kathleen Ogilvy (DOF), Lindy Durham (Henricopolis SWCD), Cynthia Scheuermann (DOF), Katie Ranger (DEQ), Lorne Field (Chesterfield Environmental Engineering), Paul Davis (citizen activist)

Agenda topics

ELECTIONS

DISCUSSION	Vote needed for new officers
CONCLUSIONS	Motion and all yeas to vote new officers: -Betty McCracken as Chair (required by bylaws as former Vice Chair) -Chris Gyuris as Vice Chair -Lorne Field as Treasurer -Liz Chudoba as Secretary

ORGANIZATIONAL UPDATES

ALL

DISCUSSION	<p>Liz Chudoba (Alliance): Working on stormwater infrastructure in Churchill with Councilwoman Newbille</p> <p>Lorne Field: Wrapping up program year from MS4. Will begin a new branding initiative for outreach to create a more cohesive look. Continue excellent rain barrel, rain garden, etc work. Also, Environmental Department will expand to include an engineer and a field tech. You can request James River Pet Waste Coalition data/pings for use in MS4 reporting.</p> <p>Katie Ranger: Working to approve 319 grants, and working with JRA to approve a project at local libraries, potentially a green roof.</p> <p>Cynthia Scheuermann: Urban and Community Forestry Program. VA Trees for Clean Water grants are almost due, and select recipients in 15 days. Facilitating projects on Earth Day and Arbor Day.</p> <p>Betty McCracken: Attended GA to lobby Monacan SWCD legislators for ag bmp dollars. Monacan has spent three quarters of a million for cattle exclusion and have half a million dollars worth of projects on a waiting list.</p> <p>Olivia Hall: Working with Betty on video on septic system. She will finish the video with the "why" of septic pumpouts. This work counts as match for our grant as well.</p> <p>Kathleen Ogilvy: Seedling store is open! Working on building contacts to build riparian buffers around state.</p> <p>Lindy Durham: Youth education for public schools in Henrico and fiscal agent for our grant. Also distributes soil test vouchers to all MJRT regions. Henrico kits are available in public libraries but voucher must be mailed from Henrico, Richmond City mails the entire kit and voucher to participants. Henrico gets a 50% use rate on the vouchers, so Lindy is considering mailing the entire kit like Richmond to up this rate. **May be able to write the postage of the mailing kits into the grant.</p> <p>Note: Richmond is no longer prioritizing nutrient management like these soil vouchers (does this count as TMDL credit?).</p> <p>Paul Davis: Joining us as a concerned citizen, reactivating after a hiatus.</p>
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	<p>Nancy Drumheller: Hosted 12 school in 7 local governments recycling shows with a magician/juggler. This counts towards MS4 education credit, so localities can request this information for reporting. CVWMA's education tools now include a small model landfill, which will be toted around to local schools this year. Working with Henrico Community Revitalization departments to target homeowners in the near future. If you have other festivals or programs where they can take the landfill or education tools to utilize the new education staffer, let Nancy know! Similarly, because the CVWMA website has a stormwater piece, we can add your educational tools or information (ex: septic video) to the website.</p> <p>Gay Stokes: Retiring in late January! Her duties will be split within the stormwater department, and Gay will volunteer at some upcoming events to keep things moving. Hiring will take a while, so patience is appreciated. The Stormwater Department is driving towards a more integrated, partnership focused strategy to couple with the integrated stormwater permit. MJRT will be a piece of that partnership, and Betty is looking to recruit RVAH20 (integrated plan work group) membership to MJRT too. Betty will contact Grace LeRose, Jonet Prevost-White and Jennifer with the city to see who should replace Gay on MJRT.</p> <p>Mark Williams: In charge of Permit Compliance for quarries. Also involved with Friends of Tucker Park as President. Will be setting up a music event at Tucker Park this summer. With JRA, have been working at Tucker Park on water quality monitoring. Also on the Board of Virginia Forever, 30+ organizations and industries, agencies that are working to support conservation funding through the GA.</p>	
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Soil Voucher distribution will redirect from Richmond to Henrico	Lindy	

WORKPLAN UPDATE/FISCAL

BETTY MCCRACKEN

DISCUSSION	<p>2017 Grant Update and Fiscal Update: -Any remaining funds have reverted back into the EPA budget. -Lindy Durham, as fiscal operator for Henricopolis, provided a breakdown of expenses.</p> <p>2018 Grant: -This application was managed by "track changes" in spreadsheets and word docs, but there is an opportunity to provide suggestions on how to change this process. Betty, Lindy, and Olivia all enjoyed this method, but it is subject to change.</p> <p>Activities in new grant: -Covers website hosting on mjrt.org and middlejamesroundtable.org and fiscal agent time/materials. -Quarterly meetings, with minutes posted to website within one week -Executive committee meetings prior to quarterly meetings (5 total), with minutes posted as well. -Conference hosting -Web-based outreach (newsletter, Lindy sends weekly, requirement is bi-monthly) -Soil test vouchers -Rain Garden at Appomattox Regional Governor's School -Educational signs for two schools, Pet Waste stations, at rain garden in Chesterfield, rain garden signs at various Richmond city schools through Alliance for the Bay. -Pet Waste station and outreach for Henrico schools -Drop inlet stenciling in Lynchburg, in conjunction with JRA (run by Art on Wheels, program is Paint Out Pollution). -Septic Tank Pumpout video is matching to this grant -Continue distributing outreach/education materials.</p> <p>Total: \$13000 of activities</p> <p>*Keep an accounting of how we use our funding and can request changes to budget.</p>
CONCLUSIONS	

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

COMMITTEE UPDATES

DISCUSSION	<p>Septic Video: -Needs to connect taking care of your septic system back to water quality issues. -Could also include some footage of finding the septic tank. -Can we share it with other groups once it's done? Yes.</p> <p>Website: -Kip has left the MJRT steering committee due to work constraints, Olivia has been making updates to the website since then. -Could have Anna Soroka, an intern through Washington and Lee, to update the website. -Nancy does the facebook page -Lorne does the Pet Waste Page, but is looking for help</p> <p>Sign Committee: -Signs this year for schools in Richmond and one in Chesterfield, Liz and Lorne to report back progress.</p> <p>Annual Meeting Committee: -2018 grant does not fund food, so option is to not have food or find another funding source for the food. -Ideas to change the structure of the meeting to only the morning or afternoon. In the past a lot of folks have come in the morning and left after lunch or vice versa. -Date: October 24th -Location: Could do Deep Run Center again, but thinking we should move it to Charlottesville or up in the watershed. One year we did the meeting at Holiday Lake in Buckingham. Could also do J Sarg in Goochland or the Luck Stone facility in Goochland. Virginia State University could also be a potential location. <ul style="list-style-type: none"> - Blair to check J Sarg. - Mark to check with Luck Stone -Suggestion to have networking event after the meeting at a brewery – either Midnight brewery or Hardywood Goochland campus. -Blair willing to contribute a small amount of funding to bring snacks, Betty could probably also contribute to snacks. Could also bake cookies. Use any money that we can scrounge up for coffee. -Could also charge small fee for admission. Decision to keep it free. -Lorne moves to have afternoon meeting, Katie seconds <ul style="list-style-type: none"> - Discussion: People may get tied up with work in the morning and won't come to the meeting in the afternoon. Need to have the networking time and the only way to connect it to a brewery would be to have it in the afternoon. Who you advertise too would also effect when the meeting should be held. Agency folks would more likely come in the morning, but students would likely come in the afternoon and for a happy hour. - Lorne moves to have afternoon meeting on October 24th at either luck stone or J Sarg in Goochland with happy hour after, Katie seconds motion. Motion accepted. -Planning Committee: Full steering committee</p>	
CONCLUSIONS	Meeting Date: October 24 th from 1pm to 4:30pm in Goochland, with a happy hour at Midnight or Hardywood afterwards.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Check on J Sarg Goochland campus availability for annual meeting	Blair	
Check on Luck Stone availability for annual meeting	Mark	

FUTURE SC MEETINGS

BETTY MCCRACKEN

DISCUSSION	<p>Next Meeting date: -Blair to send out doodle poll with some potential Friday dates in April/May. Not available Friday April 27th.</p> <p>Location: -Varina Library – Olivia to book once the date is confirmed.</p>	
CONCLUSIONS		

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Send out doodle poll	Blair	
Confirm location somewhere in Henrico once date is set.	Oliva	

DEPARTMENT OF FORESTRY
TOUR

KATHLEEN OGILVY

DISCUSSION	Kathleen gave an overview of the different programs offered by the Department of Forestry. <ul style="list-style-type: none"> - Trees for Clean Water grant available. City of Richmond has target for 80 acres of trees, Betty trying to help connect the two programs. - Run Project Learning Tree. 	
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

Meeting Adjourned!