Virginia Water Monitoring Council Steering Committee Meeting
November 12, 2003
VDOF Building, Charlottesville, VA

Minutes by Lyle Varnell

Steering Committee representatives attending:
Alliance for the Chesapeake Bay (ACB) – Stacey Moulds
Citizens for Water Quality (CWQ) – Stacey Brown
Virginia Association of Counties (VACo) – Matt Ellinghaus
James River Association – Chuck Fredrickson
United States Geological Society (USGS) – Karen Rice
Virginia Association of Municipal Wastewater Agencies (VAMWA) – Marvin Booth
Virginia Department of Conservation and Recreation (DCR) – Jody Aston
Virginia Department of Environmental Quality (DEQ) – Don Smith
Virginia Department of Environmental Quality (DEQ) – Joyce Brooks
Virginia Department of Forestry (DOF) – Sam Austin
Virginia Department of Health (VDH) – Michele Monti
Virginia Institute of Marine Sciences (VIMS) – Lyle Varnell

Organizations without a representative at the meeting:
Virginia Water Resources Research Center (VWRRC)
Virginia Department of Game and Inland Fisheries (VDGIF)
Virginia Commonwealth University (VCU)
Clean Virginia Waterways (CVW)
County of Henrico
Citizens for Water Quality (CWQ)
American Water Works Association (AWWA- Virginia section)
United States Environmental Protection Agency (EPA) Region III
Virginia Association of Soil and Water Conservation Districts (SWCD)
Virginia Agribusiness Council (VAC)
Virginia Foundation for Independent Colleges (VFIC)
Virginia Manufacturers Association (VMA)
Virginia Water Well Association (VWWA)

Committee Chairs attending:
Communications Co-Chair – Stacey Brown, Virginia Save Our Streams
Operations – Sam Austin, DOF
Coordination and Education Task Force – Marvin Booth, City of Bedford (VAMWA)

The Virginia Water Monitoring Council (VWMC) Steering Committee met November 12, 2003 (11:00 AM – 3:00 PM) at the VDOF building in Charlottesville, Virginia. Lyle Varnell, Steering Committee Chair, led the meeting. The meeting was called to order at 10:10 AM.
Each attendee introduced himself or herself. The meeting agenda was approved, with the addition of discussion of Steering Committee nominations during Old Business.

The minutes from the September 10th meeting were reviewed and approved.

Financial Report:
Lyle Varnell reported that the VWMC has a financial balance of 753 dollars as of November 13th. The Virginia State Fiscal Year (July 1- June 30) Financial Statement was also reviewed and discussed. The July 1, 2002 to June 30, 2003 end of year balance was zero.

Old Business:
A. Lyle Varnell briefed the Steering Committee on the status of new nominees. Four positions are available and the four groups scheduled to rotate off of the Steering Committee all have stated their request to remain. The nominations process was extended to December 24th and all nominees will be voted on at the January meeting of the Steering Committee.
B. Lyle Varnell briefed the Steering Committee on Virginia Water Monitoring Day and the VWMC 2003 Conference. All considered both events successful and general discussions of next year’s events occurred.
C. Don Smith and Joyce Brooks led the continuing discussion on the state’s management of the Quality Assurance Project Plan (QAPP) process and the potential role for the VWMC in the process. Numerous potential scenarios were discussed and Stacey Brown volunteered to compose and circulate a summary of these discussions. It was agreed that further discussion is warranted.

New Business:
Lyle Varnell discussed the need for nominations for the 2004 offices of Steering Committee Chair, Vice-Chair, and Secretary. Names can be forwarded to Jane Walker or Lyle Varnell.

Committee Reports:
No new business was conducted by either the Operations Committee, Communications Committee, Inventory Committee, Education/Coordination Committee, or the Finance Committee due to planning and implementation obligations for Virginia Water Monitoring Day and the 2003 VWMC Conference. The Communications Committee plans to have the modified VWMC brochure completed by the January Steering Committee meeting.

Next meeting Dates:
January 14, 2004 at USGS in Richmond (11 am – 3pm)

The meeting was adjourned at 2:00 PM.