

**Hood Canal Regional Pollution Identification and Correction
NEP Phase 2 Grant
Pilot Guidance Group Meeting Minutes
November 21, 2014**

Linda Atkins, Jefferson County Public Health – by phone
Leslie Banigan, Kitsap Public Health
Seth Book, Skokomish Tribe
Scott Brewer, Hood Canal Coordinating Council
Chris Eardley, Skokomish Tribe
Glenn Gately, Jefferson Conservation District
Haley Harguth, Hood Canal Coordinating Council
Devon Hughes
Kimberly Jones, Kitsap Public Health
Mark LaCasse, Washington State Department of Ecology
Paul McCollum, Port Gamble S’Klallam Tribe
Debbie Riley, Mason County Public Health
Kelly Stroh, Kitsap Conservation District
Cindy Waite, Mason County Public Health
Jen Thurman-Williams, Mason Conservation District – by phone

Scott Brewer welcomed the team. Phase 1 was a great example of a region working together. It provides a great template and model for other regions and is getting lots of attention. He thanked everyone for their hard work.

The development of a regional PIC Program is a priority of the Hood Canal Coordinating Council’s (HCCC) Aquatic Rehabilitation Technical Advisory Committee. HCCC was awarded National Estuary Program funding for a HCRPIC planning phase (April 2012 – March 2014)

Phase 1 accomplishments:

- Built a regional work group to develop comprehensive, coordinated, and robust planning elements to protect and restore Hood Canal water quality.
- 2005-2011 Status Report - reflected large amount of effective work accomplished by Hood Canal Action Area jurisdictions; demonstrated local jurisdictions’ strong commitment to protect and restore the watershed - motivated and ready to proceed.
- OSS GIS Maps – Fall/winter 2010, HCCC TAC developed basic OSS GIS maps to guide PIC work and OSS management. Phase 1 updated OSS GIS Maps with confirmed data and identified clusters of old and unpermitted OSS.
- OSS Regulation Review – Summarized and compared how local health jurisdictions regulate OSS. All three health jurisdiction OSS regulations are approved by WSDOH, have similar enforcement processes, and define OSS failure in the same manner. Public health is protected by following inherently conservative state and local OSS regulations

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- Monitoring Plan – Recommends that shoreline survey is most effective way to address fecal pollution to shoreline. Fresh water monitoring can be added as funding permits.
- Work Plan - Developed lists of regional tasks and potential PIC project areas. Implement through:
 - Pilot Guidance Group
 - Assess regionally prioritized shoreline areas of concern, confirm and investigate pollution “hotspots”, correct fecal pollution sources
 - Educational and Outreach
- PIC Guidance Document - based on WSDOH PIC Guidance Document - provides standard PIC approach for coordinating HCRPIC project work.
- Animal Waste PIC Strategy – Developed basic framework that will be more fully developed during implementation. The three local health jurisdictions have different ways of working with their local conservation districts.
- Stormwater PIC Strategy – Basic framework focuses on preventing pollution sources through education and outreach and retrofit; and removing pollution sources.
- Sustainable Funding Strategy- Regional economic climate challenging since 2008. Even when economy was strong and healthy - difficult to fund water quality projects locally. The team recommended:
 - Not ready for major structural changes like creating special purpose district or restructuring HCCC.
 - Rely on grant funding until package of local/regional funding is viable.
 - Ongoing, stable funding is preferable. Team will work with policy-makers to identify some combination of achievable long-term funding options.

The team celebrated Phase 1 success with snacks and brownies.

Haley presented the implementation grant status report.

- FEATS report submitted 10-23-2014. Project Review – “Good progress in early stages. Already met with Tom Gries to discuss APP, held coordination meetings with regional partners, and draft investigation flow chart...”
- Task 1 – Project Administration –
 - Drafted sub-contracts
 - Met with QAPP Officer
 - Coordination meetings between Kitsap Health, Port Gamble S’Klallam Tribe and HCRPIC for NEP grants project and related projects held September 17, 2014 and October 14, 2014.
 - Coordination meeting August 8, 2014 with the Skokomish tribe, WSDOH, and Mason County Health. The tribe has submitted a harvest request for the Hoodsport area and is alternating with WSDOH to conduct monthly monitoring.
- Task 2 – Pilot Guidance Group –
 - Draft shoreline hotspot confirmation, investigation, and documentation/reporting flowcharts sent to team July 3, 2014.

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- Draft data management flow chart sent to team November 17, 2014
- Task 3 – OSS GIS Mapping – Draft scope of work to HCCC July 1, 2014
- Task 4 – PIC – Coordinating with WSDOH to identify priority work areas
- Task 5 – Pilot Nutrient Study - Working to design small nutrient studies in Jefferson and Mason Counties that will provide valuable nutrient data to further Hood Canal water quality studies and goals. Need to carefully craft the study scope to provide useful information within budget without diverting energy from essential PIC work.
- Task 6 – Education and Outreach –
 - Met with Bob Simmons (WSU Ext) July 24, 2014 to discuss working together on the education and outreach elements of the HCRPIC implementation project.
 - Attending meetings with WSU Extension/Washington Conservation Commission social marketing grant partners to coordinate with their Puget Sound Partnership grant. They have selected Burley Lagoon, Vaughn Bay, Rocky Bay, and Hood Canal 6 shellfish growing area watersheds to compile social marketing research, conduct local audience research, and produce and conduct social marketing outreach implementation plan. Their project will provide an excellent building block for the outreach and education component of this project and partnership will allow both projects to accomplish more. The partnership grant project timeline is extremely tight (ends June 1, 2015) and doesn't provide adequate time for BMP implementation and project effectiveness assessment. The plan is to build on the partnership report recommendations and assessment recommendations.

HCRPIC Implementation project - Guidance group structure and tasks

- Project Goals:
 - Show effective use of money
 - Further knowledge
 - Open/protect shellfish growing areas and recreational beaches
- Guidance Group Tasks:
 - Guide project to produce meaningful/effective results
 - Provide technical assistance
 - Document and close shoreline “hotspots”
 - Help develop pilot nutrient studies
 - Help develop and conduct effective education and outreach
 - Assess updated maps
 - Reporting
 - Guide funding requests and further sustainable funding strategy
 - Further animal waste and stormwater PIC strategies
- How will we do this?
 - Quarterly meetings –

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- Keep track of progress toward PIC objectives compared to commitment
- Health/natural resources sub-group meet at beginning of meeting to review hotspots for brainstorming, documentation and closure
- Develop implementation plan outline (draft January 2015, final February 2015)
 - Facilitate repair of current OSS failures
 - Jefferson and Mason each investigate 40 hotspots and conduct 125 parcel inspections
- Submit OSS GIS updates by July 1, 2016
- Submit failures found with location, repair type and date by December 31, 2016
- Help guide pilot nutrient studies
- Develop recommendations for education and outreach plan development and implement pilot project and assessment

Kim Jones leads Kitsap Public Health's Shoreline Survey Program. The program rotates throughout Kitsap County shorelines to conduct shoreline surveys during wet and dry seasons every four years. Kim presented an example of Kitsap's Hood Canal 1 shoreline survey and hotspot confirmations. She presented examples of two site investigations for closure with water sample results, parcel survey and dye test results, and follow-up sample results.

Leslie walked the team through the draft data management flow chart and hotspot confirmation, investigation and closure flowcharts.

Leslie has produced a first draft of the QAPP and sent it to Haley for review and to Devon for her use. She will send it to the team in the next week. Jurisdictions will need to fill in information about County noxious weed programs, certified laboratory choices and FC/EC methods

Paul McCollum presented information about the Port Gamble S'Klallam Tribe NEP grant. They are in the process of preparing an addendum to their EPA-approved QAPP. They would like each county to provide three general hotspot locations for enhanced monitoring and will select three shellfish areas of concern for enhanced monitoring:

- Developing a 24 hour monitoring system in a portable ice chest with a pump that can take six samples over a 24 hour period (example - 6pm, 8pm, 10pm, 8am, 10am, and noon). The idea is to determine how bacteria sample results vary depending on sample time over a 24-48 hour period.
- Developing a separate smaller stainless sampler with one timer and valve.
- Will use their fluorometer with optical brightener and Tryptophan probes for testing as proxy, real-time sampling for FC and EC.
- They will also be working with our full group to help follow up on any other data gap, or complex sampling people would like to do.

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Chris Eardley of the Skokomish Tribe provided an updated about PIC work that is already underway in Hoodsport. The Tribe is seeking re-classification of the area and WSDOH is conducting a sanitary survey. The goal is to assess and restore water quality in the 1 mile Hoodsport area of Hood Canal 6 growing area with the goal of making some or all of the rich shellfish resource in the area harvestable. The tribe is working with WSDOH to collect marine and shoreline samples. Mason County will begin PIC work in the Hoodsport area in January 2015.

Cindy Waite of Mason County Public Health is writing an EPA grant application to fund Mason's Operation and Maintenance program. Mason is completing two grants at the end of this year. Mason has confirmed more than 80% of their 26,000 OSS. They have been working since 2007 and expect to complete the task in 2015.

Mike Dawson of Jefferson County Public Health has been very busy with PIC work. His wish would be to have a regional, reusable QAPP that would take some of the time and cost burden off the individual jurisdictions. Mike also had some questions about fecal coliform (FC) data gaps when using the most probably number method and how other jurisdictions have handled relative percent difference calculations. Jefferson Conservation District and Kitsap Health use the membrane filter method for FC to avoid this problem. Jefferson has a few areas that continue to puzzle – like Irondale where E.coli is high but dye tests have been negative. They wonder whether the big river gets flushes of bacteria during heavy rain.