

Minutes from the Indiana Water Monitoring Council Board of Directors Meeting (July 22, 2014)

Action Items

- Set up Symposium registration in Wild Apricot, identify non-members in our contacts list to potentially archive, and investigate options and costs to upgrade our service. (Sara Peel)
- Invite Jack Wittman and Vince Griffin to the special board meeting to be held on August 26, 2014 from 10:00 a.m. to 12:00 p.m. (Tom Bruns)
- Develop and send the Save-the-Date notice for the fall symposium in early September. (Shawn Naylor)
- Contact Jill Hoffman to get any remaining materials developed during our strategic planning. (Jody Arthur)
- Begin developing committee work plans with a deadline for presenting first drafts at the November Board meeting (all committee chairs). Compile everything needed to support the development of committee work plans and determine how best to make them available to committee members for collaborative work. (Jody Arthur)
- Check Wild Apricot to see what the open rate on the first newsletter was. (Jody Arthur)
- Invite those in your social media networks to like the InWMC page on Facebook. (All Board members)
- Contact Meg Shoda (USGS) to ask her to post a link to the InWMC Facebook page on the USGS Facebook page. (Jeff Frey)
- Forward the Indiana Chamber of Commerce report from its Resource Planning Symposium to Ashlee Haviland. (Tom Bruns)
- Review all white papers to determine which are ready to post and which still need to be finalized. (Shawn Naylor)
- Experiment with Wild Apricot to find any efficiency it may provide in producing our newsletter. (Jody Arthur, Ashlee Haviland)
- Notify Jim Sullivan about the deadline for developing a draft work plan for the Groundwater Focus Committee. (Randy Bayless)
- Review the materials provided by the Groundwater Focus Committee to determine how to organize and present them on the InWMC web site (Communications Committee)
- Draft an email to use when distributing the brochure on arsenic in ground water. (Tom Bruns)
- Obtain the list of county health departments that the ISDH maintains and find any others listservs to which the arsenic in ground water brochure might be of interest. (Gretchen Quirk and Ashlee Haviland)
- Send arsenic in groundwater brochure to the Indiana Environmental Health Association prior to its meeting this fall. (Gretchen Quirk).

- Contact those in charge of monitoring in your organization if they can provide regular updates to Laura Esman for the Indiana Water Monitoring Inventory. (All Board members whose organizations conduct monitoring)
- Check your user profile on the InWMC site to make sure you are registered as a general member as is required for all board members in the InWMC bylaws. (All Board members).
- Send a list of current Board members out for the board to review for any changes that need to be made to the web site. (Jeff Frey)
- Send out the list of Board members that currently receive the call-in information for Board meetings for review so that everyone that needs to receive invitations is on it. (Jeff Frey)

Attendees (11 total)

Jody Arthur, Indiana Department of Environmental Management

Jeff Frey, U.S. Geological Survey

Shawn Naylor, Indiana Geological Survey

Ashlee Haviland, Indiana Department of Natural Resources

Sara Peel, Indiana Lakes Management Society

Allan Henderson, Madison County Council of Governments

Chi-Hua Huang, U.S. Dept. of Agriculture Agricultural Research Service

Joe Foy, City of Elkhart

Tom Bruns, Aqua America

Gretchen Quirk, Marion County Health Department

Randy Bayless, U.S. Geological Survey (Groundwater Focus Committee)

Shawn Naylor called the meeting to order at 10:07 a.m.

Old Business

Shawn approved the meeting minutes from the May 27, 2014 meeting by executive order.

Recap of Annual Meeting

Sara said she is concerned about the low attendance at the annual meeting this year and what it says to members about the InWMC. She suggested that we want to start holding the annual meeting in conjunction with the fall/winter symposium.

Jody said that previous annual meetings were better attended, so this year might not be representative. Tom said he thinks that timing worked against IWRA attendance this year, that there were just a lot of other things going on at the same time. Someone noted that attendance at the IWRA meeting was also lower than in previous years.

Sara pointed out that we have elections next year and we don't want to elect the Board with so few members voting. Sara said that having a separate meeting also helps to establish our own identity. She said right now, we're tied to how successful IWRA's marketing is.

Shawn said that we could have social hour or informal business meeting after symposium if we want. But, he's not concerned about the poor attendance at the annual meeting this year. He added that the general membership meeting has in the past been treated as a business meeting and that people are often too busy to attend business meetings for various organizations.

Jeff said that the symposium usually ends at 3 p.m. when traffic is nasty but if we could have a business meeting or social afterward at another location, that might encourage folks to stick around. Ashlee agreed.

Tom said that the Indiana Utility Regulatory Commission (IURC) report recommended a symposium and that the Indiana Chamber of Commerce (Chamber) is finishing a report that will recommend the same. The Chamber report will include a recommendation to the Indiana General Assembly relative to observation wells and stream gaging networks. Tom suggested that we may want to coordinate with that effort.

Jody asked when they plan to hold their symposium. Tom said that no date has been set but the group is planning now to hold its symposium in advance of the 2015 legislative session. He said that summer legislative committees are going to start meeting shortly and that they are thinking no later than the end of this year because they need to get ahead of budget discussions that will occur next year (any funding for this work would be in the IDNR budget). Tom said they are working now on an executive summary that will provide recommendations resulting from the report commissioned by the Chamber (report being written by Jack Wittman of INTERA).

Jody said that she just secured the only date available at the Indiana Government Center in December for the InWMC (December 11) and that we may not have much flexibility to coordinate our efforts this year. She asked if the Council can have a presence at Chamber event even if we can't coordinate our activities in December.

Tom said he was sure we could. He said that it would be good for the Council to advocate some number of monitoring wells and/or gages because unlike other organizations, the InWMC doesn't have any potential conflicts.

Tom is on the Water Advisory Council that was organized by the Indiana Chamber of Commerce to provide guidance for their study and report. He said the report says that we need more, but doesn't say how many wells and gages we need. He suggested that the Groundwater Focus Committee could start working on figuring out what an optimal network would be.

Shawn said that Indiana Geological Survey (IGS) did some work on how to select groundwater monitoring locations based on a statistical analysis of mapped hydrogeologic settings in the late 1990s, and Ben Spurl did his graduate study on selecting monitoring sites while at IUPUI. Together, these might provide a good set of recommendations.

Shawn said we need to talk to Jack Wittman to get more details. Tom said that Vince Griffin is the environmental person at the Chamber, so information about the project motives would come from him. Jeff suggested that we invite one/both to attend next Board meeting to tell us more about this effort. Tom said he will extend the invitation.

Fall Symposium Planning

Shawn said that he spoke with Dave Scott to chair the Symposium Planning Committee this year, adding that he is willing to sit on the committee under Dave's leadership. Shawn said that he thinks Dave is a great person to lead this effort because he thinks that too much of what the InWMC does currently is web-based and he is a big fan of people coming together to talk about issues face-to-face. Shawn added that he's also right in the middle of Indiana water and agriculture issues for his job and that Dave is at a USEPA meeting this week in which new regulations are going to be developed for contaminants.

Shawn said he and Dave have already started discussing how to organize the content at this year's symposium. He said that at the InWMC Energy and Water symposium last year, we split the topics up by coal in the morning and petroleum in the afternoon. Dave and Shawn discussed having representative from the agriculture sector, including producers, give talks in the morning and in the afternoon focus on monitoring and research related to agriculture and contaminants. First meeting will likely occur in early August. Shawn asked for volunteers to serve on the committee.

Ashlee volunteered to sit on the committee. Jody will handle securing the room, and she and Shawn will handle notices and other logistics. Randy said that Jim Sullivan has also volunteered to assist with the planning.

Shawn said Dave suggested that Logan Garner would be a good person to invite as a speaker and that we should try to get someone from the NRCS. Sara suggested we contact Jane Frankenberger and that we send an email (Sara later confirmed that Jane is willing to sit on the planning committee).

Jeff Frey mentioned including a focus on optimization of monitoring networks within the overall theme of the conference.

Sara will work with Wild Apricot to set up the symposium. Tom recommended Justin Schneider from Farm Bureau as a potential speaker. He said that Justin has been working on the Chamber effort and could speak about the huge increase in agricultural irrigation in Indiana in recent years. He said Justin is plugged into this topic and can speak to both water quantity and water quality.

With regard to speakers, Shawn is hesitant to send out too big a notice right now until we talk to Jack Wittman and Vince Griffin at our next meeting. Jody suggested that waiting until the end of September to send out our save-the-date notice is not ideal, that the sooner we can get it out and begin securing speakers the better. She asked if we should hold a special meeting in August to hear more about the Chamber effort.

The Board decided to hold a special meeting of the board in August to meet with Chamber and to resume normal board activities with a meeting in September. Tom said he would extend the invitation to members of the Chamber right away. Shawn set a goal of putting out a save-the-date notice by early September.

Strategic Plan

Shawn said we've not made much progress in finalizing the strategic plan since our last meeting. He said the Communications Committee work plan is our next project. Shawn said that committee work plans will be the meat of the strategic plan and that we need to let the committee chairs know that their committees need to begin developing these.

Jody said that she wasn't sure where we are at with regard to pulling materials together. She said that Jill was going to gather all the strategic planning materials we developed (her notes and summaries) together in one place for us to access. Jody said she thinks she might have everything at this point but will get in touch with Jill to make sure.

There was some discussion regarding how to share work plan documents during their development and what they should look like. It was generally agreed that all the work plans should be consistent in format. Jody said that Jill Hoffman and Siavash Beik have provided some work plan templates that we can use as examples but would need to figure out how to make them available to the committees for collaborative work.

Sara said that we might be able to set up a private page in WA from which board members can access planning documents. Shawn suggested Google Docs. Jody said she would pull together the templates and other planning materials from Jill Hoffman and then work on figuring out the access part out.

Sara said that we probably need to set a deadline for draft work plans. Shawn said November would probably be a good time to expect drafts.

Jeff said the Network Optimization Committee will get the work plan document done but would like to have its white paper done by the end of year.

The board discussed whether or not to dissolve the Information Resources Committee as it has not been very active for awhile. Shawn said that on our web site, we have resources with a list of links that Sally Letsinger pulled together a few years ago. He said that somebody needs to check to see if all the links are current. Sara volunteered to do this. Shawn also said we've talked at different times about other ideas on how to organize that page, but we haven't done anything with it. The page is currently organized by data sources, methods, etc. Shawn would like to have someone take a look at it and refresh it. Sara said this should be an annual task. It was suggested that this work could be folded into the Communications Committee work plan rather than retain a standing committee for this purpose.

Sara made motion to dissolve the Information Resources Committee. Jody seconded the motion. Motion passed unanimously.

Committee Updates

Communications Committee

Ashlee got the InWMC's first newsletter out this month. She said she doesn't know how well it was received, though. Jody said that when she sent it out, she set up the email to track open rates (something you can do in Wild apricot). Jody said she will check to see what the open rate was.

Ashlee said that when she posted the link to the newsletter on Facebook, it was viewed by 147 people. She said that we also got 29 new "Likes". Ashlee said that she's still trying to figure out the best days to post, maybe on Tuesdays and Thursdays or just once a week. She asked all the board members present to invite their Facebook friends to like our page so that we can build our presence on that platform. Jeff said he will have Meg Shoda (USGS) post a link to the InWMC Facebook page on the USGS Facebook page.

Ashlee said that her next project is to develop a content calendar for the newsletter and asked if we had decided on a bimonthly publication for the newsletter. Jody said that Jill had suggested not being too ambitious in this regard and added that consistency is more important. She said she thought we had decided on bimonthly and said that when trying to build an audience, it's better to have fewer newsletters published consistently than newsletters that go out sporadically.

Shawn suggested we develop our newsletters around a central theme. Ashlee said that works well and that this first one was mostly about lakes. Ashlee asked for ideas for the September issue saying that so far, it's been pretty dry for content.

Tom mentioned the report that came out of the Water Resource Planning Symposium suggesting that Ashlee could use some of the material from the executive summary of Chamber report. Tom will forward the report to Ashlee.

Jody said we could use the newsletter to announce our fall symposium and then reiterate in the November issue. Sara said we might also mention the INAFSM conference, which will be held September 10-12.

Ashlee asked if we could use a white paper for the next issue. Shawn said we don't have one for water resources planning. He said that the paper for arsenic in groundwater is the only one that's posted right now. Given the time of year, Shawn suggested the white paper on drought. Jeff asked about the white paper for nutrients. Jody said this one would be better for the November issue since it would fit well with agriculture and water theme of symposium. Shawn said he needs to go through all the white papers and see which ones are finalized and ready to post. He said he wants to get the first three posted prior to finalizing those currently in draft.

The white papers that he knows are finalized are the arsenic in groundwater, drought, and biological integrity.

Shawn asked about whether or not to send an email out to announce when a new white paper is added to the site. Jeff said that we could send out a notice for one white paper each month in addition to using the content in our Newsletter and FB page, tweets.

Shawn said we should always make sure that we include bylines for anyone contributing content for the newsletter. He thinks this will encourage more graduate student submissions. Jeff suggested we ask professors to solicit student submissions for us. Sara said she could also ask some of the grad students she works with saying that they seem to like getting those opportunities.

Shawn said we should always use a PDF for the newsletter. Jody said she tried to save it as a PDF but doing so mucked up the formatting and she didn't have time to fix it prior to sending it out. She said she will look into how to more effectively use the Wild Apricot system for future newsletters when she has more time.

Groundwater Focus Committee

Randy Bayless provided the update for the board. Randy said the committee has collected a lot of data and that it is currently looking into possible partners to sponsor a grant to review it. He said that at the general membership meeting, there were a number of partners identified that might be able to do this (e.g. Indiana Lakes Management Society (ILMS), Upper White River Watershed Alliance (UWRWA)). Sara said ILMS will be meeting Aug 9-10 this year and that if the Groundwater Focus Committee has a proposal, she can present it at the meeting for discussion.

Randy said the committee has met once since the annual meeting. He mentioned the School Branch Project that has four new monitoring wells. He said that School Branch is in a till aquifer system and suggested that looking at a sand aquifer site would also yield good information. He said that Jim Sullivan suggested that IDEM might be able to donate resources to put some additional wells in.

Randy said that the Groundwater Focus Committee Work Plan will list the topics that the group is interested in investigating. He said that the last time the committee identified topics of interest was about a year and a half ago. He noted that the relative value of such things can change over time and that they will revisit them for the work plan at their next meeting. He said Jim Sullivan is leading the group for the next three months and will let him know about the work plan.

Shawn said that Ginger Korinek has provided him some additional materials since the annual meeting including information on arsenic in residential wells with links for more information, a fact sheet and a brochure on arsenic in groundwater. Shawn said the Communications Committee needs to look at these materials to see how best to organize and present them on the web site. Shawn suggested that it might be good to present this kind of material as supplemental information for each of the issue pages.

Randy said that the arsenic information on the web site needs to be updated or replaced with more current and in-depth information and that the materials Ginger sent could serve this purpose. Shawn said he will post the arsenic materials in the resources section, and that we need to get the brochure posted on the site.

Tom said that the brochure would be a great resource for the ISDH, assuming everyone is comfortable with what the brochure says. Gretchen added that the Indiana Environmental Health Association would be a good one to send it to as well. Shawn asked Tom to draft an email for us to use when distributing the brochure. Someone else mentioned that to be most effective and useful, the brochure should be posted on the web site AND sent out to county health departments and boards of health.

Gretchen said that the ISDH has a list of county health departments online and will work with Ashlee to find additional listservs. Gretchen will send it out at the IEHA meeting this fall, too. Tom will draft an email to accompany the brochure.

Tom updated the board on the committee's efforts to develop a statewide real-time soil moisture network. He said the committee got estimates for probes and that they are about \$150 each. He said that Scott Morlock said that USGS would be willing to pay for installation and first years' maintenance. Randy has contacted other organizations to learn their procedures so that they can achieve consistency in the data that would be collected. He said all of the monitors would be connected to the real-time groundwater gages that USGS already runs for IDNR. He said that ISDA might partner in this effort and that the St. Joseph Watershed Initiative is also interested in putting a monitor up there. Jeff mention the USGS' work in the Upper Maumee in which they are looking into potential BMPs and said that project partners, might be interested in soil moisture data. Shawn mentioned two sites that the IGS is monitoring in the St. Joseph watershed that might be a good partnership opportunity. Shawn said he just submitted a paper on hydrological processes and has identified Randy as a reviewer. So, Randy will be able to get a good idea of what IGS is doing when he conducts his review. Shawn said we can also Google "Indiana Water Balance Network" to get more details on what the IGS is doing up there.

Network Optimization Committee

Jeff provided the update. He said that at its first meeting, the committee went over the white paper and got feedback on that. At the second meeting, the committee had the different organizations provide updates to their specific sections.

Jeff said the group is getting strong. Jeremy Webber (CEES) is a GIS person. Right now, the group is working to get all the coverages to Jeremy who will do an overlap analysis of gages and monitoring networks. His analysis will be looking for BMP hotspots. Jeff said they plan to pull from the SPARROW model areas where we have high concentrations of nutrients and will add information on groundwater vulnerability and runoff potential. Overlapping these layers will identify hotspots. Jeff said they don't want to reinvent the wheel, though. So, they are also looking into whether Purdue has done anything like this yet. Jeff said that Shannon Zezula told him that the NRCS has it on their to-do list but hasn't been able to get to it yet. .

With regard to the current monitoring network, Jeff said they are working to finalize the list of sites and their geospatial location information. He asked if there was a way to post the material on the web site. Shawn said he's not sure how much flexibility we have with posting in the margins of a page on our web site.

Data Clearinghouse Committee

Jody provided the update. She said she has been working on helping Laura Esman keep the Indiana Water Monitoring Inventory up to date, which was identified as a task in the strategic plan. She said she spoke to Chuck Bell (IDEM) to get information for any new IDEM monitoring sites to Laura each year to help her keep the inventory update. Jody asked the rest of the board members to do the same if they work for an organization that conducts monitoring. Jody said that Chuck has agreed to put this into the work profile for one of his staff members and that we would just need to figure out the logistics of when to provide the update.

Jeff said that when the USGS does its quarterly reviews, they used to ask groups to provide updates to Laura if they were doing any monitoring. He said he doesn't know if they still do that but will ask.

Jody said that she's also working with IDEM staff to make sure the information Laura has for IDEM in the Catalog of Monitoring Protocols is as current as possible.

New Business

The Board welcomed new member, Joy Foy from the City of Elkhart, who replaces Daragh Deegan on the Board. Joe introduced himself and spoke a bit about his background in fisheries. He conducted fishery surveys in Muncie and Elkhart for 15 years and in the last three years has worked in the City of Elkhart's storm water program.

Shawn said it's great to have a new board member that fills in the storm water piece that Bryan Wallace occupied and who also has stream ecology experience.

Jody explained to Joe how to register and pay dues. Jeff mentioned that not all Board members are currently registered on the InWMC site. Jody asked all board members in attendance to check their profiles and make sure they are registered as general members as this is required in the bylaws.

Jeff said that the USGS just hired a new director, Mike Griffin. Scott Morlock will be stepping down as USGS Interim Director and Mike will assume his duties. Jeff said that he thinks once these changes take place, he can come on again as the USGS designee.

Shawn said that we need to update the Board of Director's page to reflect these changes. Jeff said there are other changes that need to be made to this page as well and that he will send his list of current Board members out to the rest of the Board for review for any additional changes. Once he gets that back, we will make the necessary changes to the web site. He said he will also send out his email list for the room reservations so that everyone can make sure they and/or others that need to receive invitations are on it.

Treasurer's Report

Jody provided the following report, indicating that there have been no changes since the annual meeting in June:

Balance as of June 19, 2013 = \$440

Income = \$605 (all from dues)

Expenditures = \$110 (PayPal fees and symposium refreshments)

Current balance = \$935

Sara mentioned that we need to clean out our contacts in the Wild Apricot system or upgrade our service to allow for more. With past symposium registrants, not all of which are members of the InWMC, we are pushing against the limits of our current service.

Jody said we should upgrade because one of the most important goals identified in our strategic planning was to grow our membership. She said it only makes sense to have the infrastructure in place to support that, especially now that we have a reliable revenue stream (dues) to support that. Shawn and others agreed.

Sara said she will look at whether or not to archive some of our contacts costs to upgrade, etc.

Next Meeting

Board meetings are now held every other month on the fourth Tuesday. The next regular board meeting will be held on **September 23, 2014, 10:00 a.m. to 12:00 p.m.**

The Board also decided to hold a special meeting on **August 26 (the fourth Tuesday) from 10:00 a.m. to 12:00 p.m.** to discuss in more detail the Indiana Chamber of Commerce report and recommendations along with details for the InWMC Water and Agriculture Symposium prior to sending out the save-the-date in early September.

Jody asked Jeff if the phone number he provided her is always going to be the same. He said that the call-in number won't change from meeting to meeting.

Meeting adjourned at 12:04 p.m.