DRAFT Meeting Notes for the State Water Plan Implementation Workgroup
October 11, 2022; 1:00 PM

Zoom Meeting

**Members**: Virginia de Lima (Co-Chair), David Radka (Co-Chair), Chris Bellucci (DEEP), Dan Aubin (DPH), Denise Savageau (Fill in), Bruce Wittchen (OPM), Ally Ayotte (PURA), Anne Hulick (Clean Water Action)

**Note Taker(s):** Ali Hibbard (DEEP)

**Public:** Kim Czapla (DEEP)

**Meeting Started: 1:02 p.m.**

**Topics of Discussion**

**Changes to Agenda**

* No changes to the agenda

**Approval/Modification of notes from previous meeting**

* Notes from the previous meeting were approved

**Water Planning Council October 4th Meeting Recap**

* The drafted State Water Plan (SWP)/Water Planning Council (WPC) logo has been finalized. Council members will distribute the logo to their respective agencies for comments, and reconvene at the next WPC meeting on November 1, 2022 to vote on accepting the logo.
* 3 of the 4 council members approved a sub-workgroup that will develop a status update report on the SWP for the General Assembly by January 2023. PURA will assume the responsibility of FOIA requirements for the workgroup.
* DEEP will put in a budget request to cover the water director position, administrative support, and an update to the SWP.
* The Interagency Drought Workgroup planned to meet two days after the WPC meeting and an update wasn’t provided. After the 10/4 WPC meeting, the Interagency Drought Workgroup voted to downgrade New London and Windham County from Stage 3 drought to Stag 2. As of 10/6, the entire state is at Stage 2.

**Outreach & Education topical sub-workgroup**

* The workgroup developed a list of recommendations to update the SWP website and improve the user’s experience on the website. Information should be gathered, finalized, and shared in one spot, but coordination is needed to delegate who will maintain the webpage. Discussion on the webpage included:
	+ It is unclear which state agency would be responsible for continually maintaining the website. The WPC Director position description does address that the position should oversee web content and ensure that documents intended for the public are made available on the appropriate websites. Unless or until the water director position is on-boarded, website management should be a priority of the WPC because the current webpage status is not serving. The WPC should discuss at their next meeting which agency will maintain the website in the interim.
	+ The concept of each sub-workgroup having a webpage was discussed. Each sub-workgroup should have basic information available online for what the charge and final product of the workgroup is. It was not decided if past workgroups that have completed their charge should also have a webpage. This decision should be brought up to the WPC. If past workgroups are included on the webpage, then it should be clarified on the webpage whether a topical workgroup is active or concluded.
	+ The home page for the SWP should have some ‘lighter’ reading on the development of the plan instead of an abundance of links to other technical documents. The webpage should also include information on water resource management.
	+ There may be web content managers at state agencies that are not involved in WPC/SWP matters that may be able to assist with updating the webpage in the interim.
	+ On the main state webpage, it is not possible to route to the Water Planning Council webpage, and it does not come up in the search box. It is navigable from a main search engine.
* The theme the workgroup followed this year was wetlands and watercourses to commemorate the 50th anniversary of the Inland Wetlands and Watercourses Act. For next year, the topic of climate change is being considered as a theme. A workplan is needed to identify how the topic will be addressed from an educational perspective. It is important to connect the dots to local issues and how local waters may be affected.
* The workgroup is in the process of picking a new regular meeting time. After the State Water Plan Implementation Workgroup (IWG) meeting, the Outreach and Education workgroup decided their regular meetings will be on the first Tuesday of every month from 9:00 a.m. – 10:00 a.m. The next special meeting is scheduled for Wednesday, October 12th from 9:30-10:30.

**USGS Data Collection topical sub-workgroup**

* An e-mail invite to join the workgroup was sent to ~150 people through the WPC and Institute of Water Resources contact lists, as well as the contact for the Connecticut Section of the American Water Works Association to distribute. There are currently 22 people interested in joining the workgroup.
* A doodle poll will be sent to those who expressed interest in the workgroup to determine a first meeting time.

**WPC Annual Report**

* The report to be delivered to the General Assembly in January 2023 should identify progress made since the SWP was adopted in 2019. Completing this report may support the WPC efforts to secure future funding. A report should be delivered to the WPC by mid-December to ensure a timely delivery to the General Assembly, and to fulfill the IWGs obligation to provide support for the report.
* The approach to report on work since 2019 should be seen as a status update, rather than an annual report of the SWP. Consistent reporting of the SWP should be in place by 2024.
* The Water Planning Council Advisory Group (WPCAG) has been made aware of the report requirements.
* Virginia and David will chair the sub-workgroup that will compile the findings to develop a report. Two options were proposed for collecting information on the report:
	+ Develop a Microsoft Form with listed questions that this group has deemed important and send the form to the WPC contact list for stakeholders to fill out. This would collect a wide array of feedback, and then the sub-workgroup will compile the results into a final status update.
	+ Ask current and past chairs of sub-workgroups to create a summary of what the workgroup accomplished. State agencies would also delegate a staff to provide a summary of their agencies work as it relates to the SWP.

**WPCAG**

* No updated provided

**Public Comment**

* No public comment

**Meeting Adjourned: 2:41 p.m.**

**Next Meeting:** **Tuesday November 8, 2022 at 1:00 p.m.**