

STORMWATER MANAGEMENT POLICY COMMITTEE WORKPLAN

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1.0 Overview

The primary mission of the Stormwater Management Committee is to provide policy guidance and support for stormwater management issues to foster protection of aquatic resources, reduce disruptions of the natural water balance, reduce hydrologic impacts, and protect public health from impairments caused by stormwater runoff. Historically, this committee has focused on supporting the USGS Cooperative Water Program and National Streamflow Information Program and serving as a resource for the membership on stormwater utility information, NOAA programs, and EPA programs, and coordinating with other ASFPM Policy Committees.

The current Co-chairs for the committee are Bill Brown with the City of Arlington, Texas and Jeff Sickles with Enginuity Engineering Solutions.

Section 2 of this work plan presents the specific items for 2016 that are to be accomplished by this committee and the work tasks required to complete these items. These items directly support Goals and Objectives for ASFPM for 2016 that are stormwater management related.

2.0 Task Outline

The Stormwater Management Committee has the following standard work items that are ongoing in nature:

1. Participate in ASFPM Policy Committee and Watershed POD Conference Calls and Retreats. Organize and hold bi-annual committee conference calls.
2. Attend Policy Committee Chair Meeting at the National Conference and hold annual committee meeting. Prepare Annual Reports and Develop Work Plans.
3. Review ongoing Federal Agency Policy and Rule Making activities and respond on issues that are relevant to the Stormwater Management Committee Mission.
4. Represents ASFPM on various government agency work groups engaged in stormwater management related issues (USGS, EPA, etc.)
5. Identify emerging issues and associated subject matters experts within the committee. Determine if emerging issues will be credible work items for the following year's plan and the overall ASFPM Goals and Objectives.
6. Promote awareness of Stormwater issues with the ASFPM general membership by promoting participation in ASFPM national conference and workshops as needed and able.

The Stormwater Management Committee has five major work items to accomplish or make progress on in 2016. These items are:

1. Continue communication with EPA and coordinate on shared goals with EPA's Green Infrastructure Program and the Green Infrastructure Collaborative.
2. Develop a white paper discussing residual stormwater flooding hazards, urban floodplain management where there are no existing channels, drainageways, or adequate conveyance systems.
3. Continue support for the USGS Cooperative Water Program and the National Streamflow Information Program.
4. Provide information and recommendations to the No Adverse Impact (NAI) Policy Committee on stormwater management activities that promote NAI.
5. Identify and provide the membership with examples of stormwater resources that promote good stormwater management practices, promote NAI, and reduce flood risk.
6. Provide comments or develop discussion paper evaluating the validity and benefit of including drainage system maintenance in the CRS

The following are the detailed Task Summary sheets to accomplish each task required to complete this work plan's work items.

2.1 Ongoing Work Items

Task Title: <i>Participate in ASFPM Policy Committee and Watershed POD Conference Calls and Retreats. Organize and hold bi-annual committee conference calls.</i>		Task Leader: Bill Brown Jeff Sickles
Approximate Start/End Date: June 2015 – May 2016	Approximate # Hrs to Complete: Conf. Calls – 10 hours Comm. Retreat – 24 hours	
Detailed Task Description: Prepare and report on committee activities during policy committee conference calls. Report critical information from calls to committee members via email. Hold at least 2 committee conference calls to discuss one or two priority topics which will help further participation in the committee and understanding of policy issues. Prepare draft work plan and provide input to ASFPM goals during committee retreat.		
Prerequisites Needed: (Activities That Need To Be Performed Before This Task Can Begin) None		
Completion Schedule: August 2015 Committee Retreat Conference Calls as scheduled		
Deliverables: None		
Other Necessary Support or Resources: Input from Liaison and Co-Chairs		
Approximate Direct Cost to Complete: (Labor and Non-Labor) Labor – None – donated time Expenses – Travel cost for Committee Retreat paid by ASFPM		
Approval Process: (Does The Task Require Board Approval?) None		
Assumptions: None		
Prepared by/ Date: Bill Brown & Jeff Sickles / August 20, 2015		Approved By/ Date:

Task Title: <i>Attend Policy Committee Chair Meeting at the National Conference and hold annual committee meeting. Prepare 2016 Stormwater Committee Annual Report and Develop 2016 Work Plan.</i>		Task Leader: Bill Brown Jeff Sickles
Approximate Start/End Date: June 2015/June 2016	Approximate # Hrs to Complete: 12 hours	
Detailed Task Description: Prepare and report on committee activities during policy committee meeting. Prepare annual committee report and draft work plan.		
Prerequisites Needed: (Activities That Need To Be Performed Before This Task Can Begin)		
Completion Schedule: May 2016 - Annual report submitted. August 8, 2015 – Draft work plan submitted.		
Deliverables: 2016 Work Plan 2016 Committee Annual Report		
Other Necessary Support or Resources: Input from Liaison and Co-Chairs Input from the ASFPM Board		
Approximate Direct Cost to Complete: (Labor and Non-Labor) Labor – None – donated time Expenses – None - Travel cost to conference paid by members.		
Approval Process: (Does The Task Require Board Approval?) None		
Assumptions: None		
Prepared by/ Date: Bill Brown & Jeff Sickles / August 20, 2015		Approved By/ Date:

Task Title: <i>Review ongoing Federal Agency Policy and Rule Making activities and respond on issues that are relevant to the Stormwater Management Committee Mission.</i>		Task Leader: Bill Brown Jeff Sickles	
Approximate Start/End Date: June 2015 – June 2016		Approximate # Hrs to Complete: Varies	
Detailed Task Description: Review federal agency policy or rules and provide comments on issues that are relevant to the ASFPM Membership and consistent with the Stormwater Management Committee Mission.			
Prerequisites Needed: (Activities That Need To Be Performed Before This Task Can Begin) Public Notice from the agency.			
Completion Schedule: Varies.			
Deliverables: Written comments.			
Other Necessary Support or Resources: Input from Liaison and Co-Chairs Input from the ASFPM Board Input from ASFPM Membership			
Approximate Direct Cost to Complete: (Labor and Non-Labor) Labor – None – donated time Expenses – None			
Approval Process: (Does The Task Require Board Approval?) None			
Assumptions: None			
Prepared by/ Date: Bill Brown & Jeff Sickles / August 20, 2015		Approved By/ Date:	

Task Title: <i>Represent ASFPM on various government work groups and professional organization engaged in stormwater management related issues.</i>		Task Leader: Bill Brown Jeff Sickles	
Approximate Start/End Date: June 2015 – June 2016		Approximate # Hrs to Complete: Varies	
Detailed Task Description: Represent and participate in agency work groups or professional organizations engaged in stormwater related issues.			
Prerequisites Needed: (Activities That Need To Be Performed Before This Task Can Begin) Notification and invitation to participate.			
Completion Schedule: As scheduled.			
Deliverables: None			
Other Necessary Support or Resources: None			
Approximate Direct Cost to Complete: (Labor and Non-Labor) Labor – None – donated time Expenses – None			
Approval Process: (Does The Task Require Board Approval?) None			
Assumptions: None			
Prepared by/ Date: Bill Brown & Jeff Sickles / August 20, 2015		Approved By/ Date:	

Task Title: Identify emerging issues and associated subject matters experts within the committee		Task Leader: Bill Brown Jeff Sickles	
Approximate Start/End Date: June 2015 – June 2016		Approximate # Hrs to Complete: Varies	
Detailed Task Description: Determine if emerging issues will be credible work items for the following year's plan and the overall ASFPM Goals and Objectives. Identify a champion within the committee to support the identified issue.			
Prerequisites Needed: (Activities That Need To Be Performed Before This Task Can Begin) Notification and invitation to participate.			
Completion Schedule: On-going.			
Deliverables: None			
Other Necessary Support or Resources: None			
Approximate Direct Cost to Complete: (Labor and Non-Labor) Labor – None – donated time Expenses – None			
Approval Process: (Does The Task Require Board Approval?) None			
Assumptions: None			
Prepared by/ Date: Bill Brown & Jeff Sickles / August 20, 2015		Approved By/ Date:	

2.2 2016 Work Items

Task Title: <i>Continue communication with EPA and coordinate on shared goals with EPA's Green Infrastructure Program and the Green Infrastructure Collaborative.</i>		Task Leader: Jeff Sickles Bill Brown
Approximate Start/End Date: June 2015 – June 2016	Approximate # Hrs to Complete: Varies	
Detailed Task Description: Review EPA policy or rules and provide comments on issues that are relevant to the ASFPM Membership and consistent with the Stormwater Management Committee Mission.		
Prerequisites Needed: (Activities That Need To Be Performed Before This Task Can Begin) Coordination with EPA Office of Water Staff		
Completion Schedule: On-going.		
Deliverables: Written updates to the Board and Committees.		
Other Necessary Support or Resources: Input from Liaison and Co-Chairs Input from the ASFPM Board Input from the NAI Committee Input from ASFPM Membership		
Approximate Direct Cost to Complete: (Labor and Non-Labor) Labor – None – donated time Expenses – None		
Approval Process: (Does The Task Require Board Approval?) None		
Assumptions: None		
Prepared by/ Date: Bill Brown / August 20, 2015		Approved By/ Date:

Task Title: <i>Develop a white paper discussing residual stormwater flooding hazards, urban floodplain management where there are no existing channels, drainageways, or adequate conveyance systems.</i>		Task Leader: etc. Jeff Sickles Bill Brown
Approximate Start/End Date: June 2015 – June 2016	Approximate # Hrs to Complete: 120 Hrs	
Detailed Task Description: Local stormwater systems in developed watersheds typically provide conveyance for runoff events with frequencies ranging from 2- to 10-years (0.5% - 10%). When 100-year (1%) events occur, the storm conveyance systems are full and the residual runoff is left on the ground surface resulting in shallow flooding areas that inundate streets and can sometimes inundate existing structures, especially in historic areas where infrastructure was not designed to meet current local drainage criteria. Many of these flood zones may be known by local managers due to the frequency of flooding, but the areas may remain unmapped. This effort will seek to provide a framework for local floodplain managers to identify these areas and manage them to reduce future flood damage.		
Prerequisites Needed: (Activities That Need To Be Performed Before This Task Can Begin) Background data will collected through conference calls and emails with committee members.		
Completion Schedule: Prepare initial draft by May 2016		
Deliverables: Draft discussion paper.		
Other Necessary Support or Resources: Input from Liaison and Co-Chairs Input from Committee Members and State Chapters and Associations Input and review from executive office staff		
Approximate Direct Cost to Complete: (Labor and Non-Labor) Labor – None – donated time Expenses – None		
Approval Process: (Does The Task Require Board Approval?) Yes		
Assumptions: None		
Prepared by/ Date: Bill Brown & Jeff Sickles / August 20, 2015		Approved By/ Date:

Task Title: <i>Support for the USGS Cooperative Water Program and the National Streamflow Information Program</i>		Task Leader: etc. Jeff Sickles
Approximate Start/End Date: June 2015 – June 2016	Approximate # Hrs to Complete: Varies	
Detailed Task Description: Participate in stream gage liaison committee and provide support for increased funding to prevent the loss of stream gages throughout the country. Encourage and/or provide letters of support from the committee, the association, and member agencies to increase funding for the Coop and NSIP programs.		
Prerequisites Needed: (Activities That Need To Be Performed Before This Task Can Begin) Currently involved in the Stream Gage Liaison Committee.		
Completion Schedule: On-going		
Deliverables: Written updates to the Committees and Board.		
Other Necessary Support or Resources: Input from Liaison and Co-Chairs Input from the ASFPM Board Input from ASFPM Membership		
Approximate Direct Cost to Complete: (Labor and Non-Labor) Labor – None – donated time Expenses – None		
Approval Process: (Does The Task Require Board Approval?) None		
Assumptions: None		
Prepared by/ Date: Jeff Sickles / August 20, 2015		Approved By/ Date:

Task Title: Coordinate with the No Adverse Impact Policy (NAI) Committee on stormwater management activities that promote NAI.		Task Leader: Bill Brown Jeff Sickles	
Approximate Start/End Date: June 2015 – June 2016		Approximate # Hrs to Complete: Varies	
Detailed Task Description: Review stormwater management policies and rules and provide comments and guidance to the NAI Committee on issues that are relevant to the ASFPM Membership, consistent with the Stormwater Management Committee's Mission and No Adverse Impact. Assist the NAI Committee in reviewing and revising the No Adverse Impact Toolkit as it relates to stormwater and watershed management. Work to coordinate Low Impact Development discussions and quantify potential adverse impacts related to stormwater and watershed management (hydrograph modification impacts).			
Prerequisites Needed: (Activities That Need To Be Performed Before This Task Can Begin) Coordination with NAI Committee and ASFPM Membership that are involved in Stormwater Management.			
Completion Schedule: On going.			
Deliverables: Written comments.			
Other Necessary Support or Resources: Input from Liaison and Co-Chairs Input from the ASFPM Board Input from the NAI Committee Input from ASFPM Membership			
Approximate Direct Cost to Complete: (Labor and Non-Labor) Labor – None – donated time Expenses – None			
Approval Process: (Does The Task Require Board Approval?) None			
Assumptions: None			
Prepared by/ Date: Bill Brown & Jeff Sickles / August 20, 2015		Approved By/ Date:	

Task Title: <i>Identify and provide the membership with resources that promote good stormwater management practices, promote NAI, and reduce flood risk.</i>		Task Leader: Bill Brown Jeff Sickles	
Approximate Start/End Date: June 2015 – May 2016		Approximate # Hrs to Complete: Varies	
Detailed Task Description: Identify, review, and provide the ASFPM Membership with examples of stormwater resources promote good stormwater management practices and promote NAI. These resources may include manuals, web pages, webinars, books, and technical experts.			
Prerequisites Needed: (Activities That Need To Be Performed Before This Task Can Begin) None			
Completion Schedule: On going.			
Deliverables: Web links on the Stormwater Management Committee web page to good stormwater management resources. Develop contact list with stormwater liaisons within ASFPM state chapters which have a floodplain and stormwater management focus. Hold at least two conference calls with this small group to begin a stormwater management committee discussion group.			
Other Necessary Support or Resources: Input from Liaison and Co-Chairs Input from ASFPM Membership Coordination with ASFPM Information Technology Staff			
Approximate Direct Cost to Complete: (Labor and Non-Labor) Labor – None – donated time Expenses – None			
Approval Process: (Does The Task Require Board Approval?) None			
Assumptions: None			
Prepared by/ Date: Bill Brown & Jeff Sickles / August 20, 2015		Approved By/ Date:	

Task Title: <i>Provide input and recommendations for activities related to stormwater management and drainage system maintenance in the CRS program.</i>		Task Leader: etc. Jeff Sickles Bill Brown
Approximate Start/End Date: June 2015 – June 2016	Approximate # Hrs to Complete: 80 Hrs	
Detailed Task Description: The Community Rating System currently allows for communities to claim credit for inspecting the community's drainage system and clearing it of debris under Activity 540 (Drainage System Maintenance) and Stormwater Management under Activity 450. A CRS Watershed Committee is seeking input on issues related to CRS Activities 450 (Stormwater Management) and 540 (Drainage System Maintenance). Members of the 540 / 450 committee who evaluate this portion of the application for CRS credits have asked that the Stormwater Committee to identify current issues, propose additional issues that should be considered, provide feedback and recommendations on these issues, and prioritize the issues. The Stormwater Management Committee will seek input from committee members through the process and convey that information to the committee for its consideration.		
Prerequisites Needed: (Activities That Need To Be Performed Before This Task Can Begin) Background data will collected through conference calls and emails with committee members.		
Completion Schedule: Set up framework to solicit comments from committee members December 2015		
Deliverables: Committee comments regarding issues related to CRS Activity 540 and 450.		
Other Necessary Support or Resources: Input from Liaison and Co-Chairs Input from Committee Members and State Chapters and Associations Input and review from executive office staff		
Approximate Direct Cost to Complete: (Labor and Non-Labor) Labor – None – donated time Expenses – None		
Approval Process: (Does The Task Require Board Approval?) Yes		
Assumptions: None		
Prepared by/ Date: Bill Brown & Jeff Sickles / August 20, 2015		Approved By/ Date: