

**WORKGROUPS AND
REPORT OUTS SESSION
NOTES**

Tuesday, May 6, 2025

Chincoteague National Wildlife Refuge, Bateman Education Center, Chincoteague, Virginia
1443-1600

Workgroup Report Outs & Feedback Session

- CHER (John Nelson, DOI & Myles Bartos, US EPA)
 - NAGPRA
 - Executive committee will review draft and send out to larger RRT members for 30-day review.
 - When the document is approved, it will be incorporated into the RCP.
 - EU Quick reference guide
 - 99% complete, almost ready for final review.
 - Job aid tool of actionable objectives for EU leader to take on. Can also be utilized for members of EU.
 - Unanticipated discovery plan
 - Assistance from Susan and Troy from Maryland SHPO
 - Pulling together an MOU/MOA, working with Maryland to identify actions that might trigger NHPA compliance.
 - If something happens this will direct who will be notified.
 - Maryland is very engaged. Plan to get a finished product with them to present to other states. Use as a tool to engage other states.
 - New business
 - 2026 Work Plan to include updates to notification procedures such as when trustee agencies should be notified of a spill. There is currently outdated information in the RCP.
- Spill Response Countermeasures (Dave Pugh, USCG / Billy Martin, US EPA)
 - Future of dispersant MOU is being phased out.
 - Reaching out to other coastal regions about pre-authorization being phased out and how they are planning to proceed.
 - Current MOU can be used as an outline for future “rapid consultation” procedure
- Training & Exercise (Sabina Bastias, US EPA / Kelly Thorkilson, USCG)
 - Workgroup went over functional exercise taking place tomorrow.
 - Discussed notification drill targeting standing RRT end of October or beginning of November.
 - Initiatives for in between meetings
 - Preparation for spring tabletop drill, concepts and objective meetings with executive committee to kick off exercise plan to pick which part of plan to focus on.
- RCP Workgroup (Kevin Gaynor, US EPA / Kelly Thorkilson, USCG)
 - Plan to approve and sign RCP.
 - Mike asks about pre-authorization
 - Stands as being in place with Zone A removed. Need a letter from Delaware confirming this to attach.
 - Working on setting up procedures for revisions of main body and appendices and will hopefully have this process set up by December.
 - Plans to track down reserve appendices.

<ul style="list-style-type: none"> Information Management and Outreach (Brian Moore, PADEP) <ul style="list-style-type: none"> Finished up website Shifting workgroup focus to data analytics, nomenclature and backend work. <ul style="list-style-type: none"> Initiative to use common language across different agencies. Sabina – asks if everyone can access RRT website effectively since part of the Work Plan objectives for this workgroup is to do training on website. <ul style="list-style-type: none"> John – hasn’t explored a place to put documents. Possible discussion of website tools. RRT members need to spend more time on the website to familiarize themselves. <ul style="list-style-type: none"> Tentatively put together a page for navigation. Signed RCP
Concluded at 16:00

Meeting Attendance Roster	
Attendee Name	Attendee Organization
Anderson, Ben	DNREC
Banda, JoAnn	DOI - FWS
Bartos, Myles	US EPA
Bastias, Sabina	US EPA
Boyd, Kevin	US EPA
Ciani, Lydia	START – Tetra Tech
Cook, Elisha	USCG D5
Csulak, Frank	DOC - NOAA
Gaynor, Kevin	US EPA
Lohman, Elizabeth	VDEQ
Martin, William	US EPA
Meadows, Nate	WV DEP
Moore, Brian	PADEP
Nelson, John	DOI
Pillow, Lauren	VDEQ
Pugh, David	USCG D5
Smith, Jessie	START – Tetra Tech

Thorkilson, Kelly	USCG D5
Towle, Micheal	US EPA