

**Report of Executive Director to RRBC Executive Committee**  
September 23, 2009

- a. **Technical Advisory Committee update.** The Technical Advisory Committee met on September 15, 2009 at The Nature Conservancy with a full agenda that included updates from all the subcommittees as well opportunities for staff members of the localities and the scientific representatives to speak about their current projects.

Mike Collins, Executive Director of Conserv, presented information about a "Rivanna Exchange" that his organization is promoting in our watershed to establish a market place for ecosystem "services." Virginia DOF, working with Conserv, is seeking grant funding to start the Rivanna Exchange by setting up a system whereby landowners adjacent to the South Fork Rivanna Reservoir could be compensated for buffer planting that would reduce the amount of sediment entering the reservoir. Conserv is also working with the Rappahannock River Basin Commission to pilot a Rappahannock exchange, with a workshop being offered on December 9. Presentation to the TAC is attached. Also see (<http://www.conservationrealestate.org/about/> )

Dr. Greg Garman, VCU, presented an overview of the INSTAR program (<http://instar.vcu.edu/>) which is utilized to identify "healthy waters" around the Commonwealth and in which data obtained during the Rivanna Healthy Waters pilot program will be included. RRBC has contracted with VCU on the Rivanna Healthy Waters initiative through a grant from DCR. RRBC has also contracted with StreamWatch/Murphy Environmental to support the project by providing the macroinvertebrate samples at sites in the Rivanna. (The presentation is attached).

The TAC's Chair, Sam Austin, plans to lead a second brainstorming session (one and five year goals) at its November 17 meeting in preparation for refocusing its work in 2010 as well as assessing membership on the TAC.

- b. **Website update.** The main design of the website has been completed (see attached). The two columns (left and right) will remain the same on each page, with the content changing in the middle. There will be special sections for information about each of the localities (with relevant information about stormwater, BMPs, ordinances, etc.) as well as the two SWCDs. I have provided The Bald Guy (Chuck Moran) with about 2/3 of the content. We are working towards going "live" before the October meeting.

This is Phase I, with the goal to get the main structure up and working and providing web-presence and a repository for meeting agendas, minutes, and reports. Phase II will include some of the interactive aspects (RSS, possibly a blog, event registration). Site updates will originally be done by Chuck Moran., with the goal to find a volunteer webmaster who knows the software that is in use.

We will need to clarify whether either the Executive Committee or full Commission will be required to approve the website before it goes live. The original Commission "web committee" consists of Marvin Moss, Robbi Savage, and Leslie Middleton.

- c. **New Commissioners in 2010.** Anticipating several new Commissioners in January 2010, I am collecting materials that can be used to orient new Commissioners. A number of the reports will be available on the RRBC website and would be referenced rather than included in the New Commissioner's Handbook.

1. Enabling Code of Virginia
2. Bylaws
3. Virginia COIA and FOIA
4. Statement of Economic Interests
5. RRBC 2009 meeting minutes
6. RRBC TAC 2009 meeting summaries
7. Schedule of RRBC and Executive and Technical Advisory Committee meetings
8. Roster of Commissioners with contact information and short biographies
9. FY 2010 budget
10. State of Commissioners' Fiscal Responsibility from the Accounting Policies and Practices document
11. Summary of RRBC projects (stormwater/NFWF, Healthy Waters, land cover map)
12. "Water Related Regulations: Which Government Agency is responsible?" (Virginia Water Resources Research Center)
13. Suggested publications, list serves, and websites:
  - *The Bay Journal* (free)
  - *Stormwater* (free periodical)
  - others
14. Reference to reports:
  - State of the Basin Report (TJPDC, 1998)
  - Rivanna Conservation Area Plan (TNC, 2003)
  - others

d. **Legal questions.**

- Conflict of interest: RRBC requested Delegate Toscano to ask for guidance from the Attorney General regarding Commissioners' potential conflict of interest. The AG stated that this kind of question be taken up by the local commonwealth's attorney (in spite of the fact that we must then deal with four commonwealth's attorneys). Attorney Katz has advised that she may be able to facilitate a direct answer from the AG and is working on this. Commissioners will need to fill out and file Statement of Economic Interests, which are being obtained and will be distributed with a return envelope at the October 22 RRBC meeting.

- Tax status: After attempting to pursue clarification beyond the Letter of Affirmation offered by the IRS (which is essentially a form letter), we have consulted Attorney Katz, who says that this, too, is a question for the Attorney General. A letter requesting this through Delegate Toscano is being prepared.
- Liability and insurance updates: We have obtained a quote from Cincinnati Insurance (recommended by VaCO) for the following insurance for RRBC:
  - D&O Insurance: (\$1M liability with \$1K deductible) – will require at a minimum a copy of our Conflict of Interest policies: (\$850/yr
  - Employment Practices Liability: (\$1M liability with \$1K deductible) \$300/yr
  - General Liability: \$255/yr
  - Automobile: (non-owned and excess hired) \$175/yrThe following are quotes for insurance related to employees:
  - Workers Compensation: \$291/yr
  - Employee Health Insurance: (through The Local Choice, the Virginia state plan) varies with plan\*

Key Advantage 200	\$629/mo
Key Advantage 500	\$551/mo
TLC High Deduct HAS	\$478/mo
- Ratifying email discussions: This is a reminder that decisions of the RRBC or its Executive Committee cannot be made via email.