



Notes
Quarterly Meeting
Wednesday, September 7th, 2022

Please note: All voting items are indicated by an *

1. Call to order and Roll Call

Commissioners in attendance: Jeffrey Myers (NY), Philip DeGaetano (Vice-Chair, NY), Selvin Southwell (NYSDEC), Judith Baron (NY), Rose Trentman (NY), Bruce Friedman (NJDEP), Alan Talarsky (NJDOH), Loel Muetter (NJDOH), Nisha Patel (CTDEEP), John Atkin (Chair, CT), Michael Lynch (CT AGO), Patricia Sesto (CT)

Also in Attendance: Michael Flood (EPA Region 2), Jeffry Nielsen, (NJ GAU)

A quorum was not present.

2. Approval of minutes from the June 1st, 2022 Quarterly Meeting (Appendix A)*

- a. July 6th 2022 Executive Committee Meeting summary (Appendix B)
- b. August 17th, 2022 Executive Committee Meeting summary (Appendix C)

As a quorum was not present, the minutes from the June 1st, 2022 quarterly meeting were presented but not approved. Approval of the minutes was tabled until the December quarterly meeting. The meeting summaries from the July and August Executive Committee meetings were presented.

3. IEC Finances and Current Grant Funds Update

- a. Profit and Loss Statement and Balance Sheet (Appendices D and E)
- b. Funding and Grants Update

- CWA §106 Assistance agreements funding update
- LISS FFY22 Base Program funding update
- NJDEP Harbor Monitoring Project
- Save the Sound Funding
- Dues
- Other sources of funding

Evelyn reviewed the Profit and Loss Statement and Balance sheet for the quarter ending June 30, 2022 including the year-to-date budget vs. actuals. The Commission had expended approximately 77% of its budget as of June 30th, 2022. Line items significantly over budget include Attorney and Legal expenses related to the lease and construction contract attorney. The original budget for Attorney and Legal expenses was \$5000. The Commission authorized an additional \$15,000 for legal fees related to the lease and construction contract negotiation in the December 2021 meeting. Other items were relatively in line with projected budget. Evelyn projected that the Commission will expend its full budget this year, as the project and budget period for two EPA CWA §106 grants (IEC's FFY19 and FFY20 106 assistance agreements) are ending on September 30th, 2022. Evelyn submitted revised budgets for IEC's FFY19 and FFY20

106 grants to EPA which may result in funds being moved from one line item to another. IEC was awarded its FFY22 CWA §106 assistance agreement in the amount of \$751,000 on July 29th, 2022 and its FY22 Long Island Sound (LIS) assistance award in the amount of \$579,349 on August 26th, 2022. IEC also has approximately \$746,000 in FFY21 §106 funds available and approximately \$424,000 in LIS funds available from prior awards. Bruce Friedman discussed the NJDEP Harbor Monitoring program, which will continue for FY23. Bruce and Evelyn will review the scope of work and finalize and update the MOA and spending plan budget.

Regarding appropriations, IEC has received its New Jersey FY22 and Connecticut FY22 appropriations for the current state fiscal years. IEC is anticipating receipt of its NYS FY22-23 appropriation by the end of September.

4. Laboratory/Office Space Construction Completion and Move

- a. Update on Staffing and Current Laboratory Operations
- b. Vacating of College of Staten Island and SUNY Downstate facilities
- c. Ribbon-Cutting Ceremony (**October 24th, 2022**) Planning Update
- d.

Evelyn gave an update on staffing and laboratory operations. IEC is still operating out of the SUNY Downstate facility, with plans for the move to BioBAT and ribbon-cutting ceremony underway. The move date is tentatively scheduled for October 13th. Evelyn has procured quotes from moving companies. Construction is on schedule to be substantially complete by the end of September. The only significant supply chain issue encountered was related to the lighting, which includes lighting for both the lab and hallway (within BioBAT's scope of work). The lights are not scheduled to ship until end of October. The contractor, H.M. Hughes will install temporary alternative lighting and return to replace the lighting when the specified lights arrive.

The ribbon-cutting is planned for October 24th, 2022. Evelyn is working with the SUNY Downstate Communications and Marketing department to plan the ribbon-cutting ceremony, which will include speakers from EPA, as well as state environmental department Commissioners. Save the Date will be distributed shortly.

5. Director's Report

- a. Project Highlights and Updates:
 - Coordinated Volunteer Pathogen Monitoring
 - Long Island Sound Monitoring
 - NJDEP Harbor Monitoring Project
 - Unified Water Study
 - Harlem River Urban Waters Federal Partnership
 - National Park Service Beach sample analyses
 - Compliance Monitoring Inspections
 - Laboratory Proficiency studies

- Assistance to EPA Region 2 Laboratory during Edison lab closure

Evelyn provided an update on major projects underway. IEC is in its 7th year of its Coordinated Volunteer Pathogen Monitoring Program, with 8 groups participating. The program has grown steadily each year and is now coordinated by Samantha Wilder. IEC's Long Island Sound Monitoring Program is wrapping up its weekly monitoring schedule and will continue monthly October through May. Monitoring of Little Neck and Manhasset Bays in support of the Unified Water Study is continuing through October. As mentioned above, the Harbor Monitoring Project, funded by NJDEP is continuing and a spending plan and updated MOA will be finalized by Bruce Friedman and Evelyn, pending review of scope of work. IEC is also partnering with the USGS and the Urban Waters Federal Partnership to monitor pathogens in the Harlem River in the vicinity of a recreational access (boat ramp) at Roberto Clemente State Park. The project also involves a pilot to validate the use of an in-situ pathogen monitoring device, the (Fluidion® Alert system), which can be triggered remotely to collect and analyze E.coli. IEC also assisted the National Park Service for the second year in analyzing samples collected from Gateway National Recreation Area beaches in Staten Island, Jamaica (Queens) and Sandy Hook to assess recreational water quality.

The laboratory participated in an on-site assessment by NJDEP Office of Quality Assurance in July and has a two-day on-site assessment by New York State Department of Health's ELAP office scheduled for September 13th-14th.

IEC has been requested by EPA Region 2's laboratory in Edison, New Jersey to be on standby to receive and analyze samples related to a pathogen trackdown in the Raritan River in September and October due to a temporary shutdown of EPA Region 2's microbiology laboratory necessary to complete roof repairs

b. Other meetings and project/grant updates

Phil DeGaetano and Evelyn had a meeting with NYSDEC DOW to discuss priorities for NYSDEC for inclusion in IEC's next workplan. Phil and Evelyn are also working to positively impact IEC's appropriation in the next NYS Executive Budget.

c. Staffing

6. Old Business

a. Commissioner vacancies

The Executive Committee will work to fill vacancies with appropriate candidates to ensure a full slate of diverse, qualified candidates.

7. New Business

No new business was brought up for discussion.

8. Upcoming Meetings

IEC @BioBAT Ribbon-Cutting Ceremony October 24th, 2022 (time TBD, likely afternoon)

Wednesday, December 7st, 2022

Wednesday, March 1st, 2023

Wednesday June 7th, 2023

September 6th 2023

9. Adjourn and “sneak peek” tour of new IEC facilities!

APPENDICES:

A- June 1st, 2022 Quarterly Meeting Minutes

B-July 6th, 2022 Executive Committee Meeting Summary

C-August 17th, 2022 Executive Committee Meeting Summary

D- Profit and Loss Statement

E- Balance Sheet