



**AGENDA
Quarterly Meeting**

Wednesday, June 7th, 2024

12:00pm-2:00pm

(Note: Later meeting time to align with BioBAT Art Space exhibit reception/preview)

**IEC
BioBAT
140 58th Street
Building A, 2nd Floor
Brooklyn, New York 11220**

Please note: All voting items are indicated by an *

1. Call to order and Roll Call

Commissioners Present: John Scagnelli (Chair-New Jersey), Loel Muetter (NJDOH), Robert Schuster (NJDEP), Alan Talarsky (NJDOH), Philip DeGaetano (Vice-Chair, New York), Rose Trentman (New York), Judith Baron (New York), Selvin Southwell (NYSDEC), Jeffrey Myers (Treasurer, New York), John Atkin (Vice-Chair, Connecticut), Patricia Bisacky (CTDPH), Michael Lynch (Connecticut AGO)

Others in Attendance: Evelyn Powers (IEC), Michael Flood (EPA Region 2), Elizabeth Butler (EPA Region 2), Laura Wilton (NJ GAU)

2. Approval of minutes from the March 6th, 2024 Annual Meeting (Appendix A)*

A motion was duly made and seconded to approve the minutes of the March 6th, 2024 Annual Meeting. With no one opposed and one abstention, the minutes were approved.

- a. April 3rd, 2024 Executive Meeting Summary (Appendix B)
- b. May 7th, 2024 Executive Meeting Summary (Appendix C)

Evelyn Powers presented and reviewed the summaries of the April 3rd, 2024 and May 7th, 2024 Executive Committee meetings (Appendix B and C).

3. IEC Finances and Current Grant Funds Update

- a. Statement of Financial Activity and Balance Sheet (Appendices D and E)

Evelyn Powers and Treasurer Jeffrey Myers Reviewed the Statement of Financial Activity and Balance Sheet for YTD through March 31st, 2024. Evelyn Powers noted that YTD expenses overall at 62% of the anticipated, YTD budget. Line items particularly above budget include IT consultant (134%), Insurance (245%), Facility Repairs and Maintenance (272%). Many of these are items that are paid upfront at the beginning of the fiscal year and are anticipated to level out considerably over the second half of the year. Chair Scagnelli reported to the Commission on

his review of the Commission's insurance policies, premiums, and limits. Chair Scagnelli reported that based on his review, and as reported to the Executive Committee, the insurance premiums and coverages were appropriate and necessary to protect the Commission. Chair Scagnelli and Evelyn Powers will follow up to ensure that there is no duplication of coverage particularly between the general liability and property policies. Evelyn will also review policies to ensure we are in compliance with the provisions of our lease. Jeffrey Myers reported that he and Evelyn reviewed the financials and may discuss changes in format to the financials.

b. Funding and Grants Update

Evelyn reviewed current and pending funding sources and balances as well as pending funding sources and grant applications.

- CWA §106 FFY24 submission (\$727,000) (Due May 31st, 2024)
- LISS FFY24 Base Program Submission (\$714,135) (Due June 7th, 2024)
- NJDEP Harbor Monitoring Project (Year 4, Budget TBD)
- CWA §106 FFY 22 Status (\$387,587 remaining)
- CWA §106 FFY23 Status (\$764,000 remaining)
- LISS Prior Year(s) Remaining Funding (\$1,934,137 remaining)
- Save the Sound Unified Water Study Funding (\$44,173)
- Brooklyn College (CUNY) and NYCDEP Alley Creek/Bergen Basin Project
 - FY Year July 1, 2024-June 30, 2025 Estimated Budget estimated budget \$96,000
- NYSDEC 604(b) funding \$131,171 (Contract Year ends July 31st, 2024)
- NYSDEC 604(b) funding August 1, 2024-July 31st, 2025 estimated at \$131,171)
- NYSDEC Long Island Sound Septic Replacement Project (Federal EPA LISO Bipartisan Infrastructure Law pass-through funds) \$2,062,500 expected annual budget.

Selvin will follow up with NYSDEC on the status of the 604b contract approval. The Commissioners also discussed PFAs monitoring in the region as it related to IEC's FY23 workplan which includes funding to support the development of PFAs analytical capability. Selvin Southwell noted that it is a concern in terms of both ambient monitoring and may be included in SPDES permits. Patricia Bisacky, CTDPH noted that EPA PFAS regulations related to drinking water will be enforced in Connecticut. Robert Schuster also noted that the NJDEP Division of Science and Research is looking at bioaccumulation factors for PFAS and should be releasing some information soon.

Evelyn Powers presented the Letter of Intent to Award in relation to a proposed contract with NYSDEC, contract C012976. The scope of work of the proposed contract includes administering federal, Bipartisan Infrastructure Law funds, which were awarded from the EPA Long Island Sound Office to NYSDEC. NYSDEC engaged IEC to assess IEC's interest and capability to administer the funds on behalf of NYSDEC. If awarded, the contract would involve entering into contracts with Nassau and Suffolk counties and administering reimbursements to Nassau and Suffolk for residential septic system replacements in the Long island Sound watershed. A

requirement of the Letter of Intent to Award is a resolution by the Commission identifying and authorizing the signatory for the contract on behalf of the Interstate Environmental Commission

**Proposed Resolution: The Interstate Environmental Commission hereby authorizes and gives legal authority to Evelyn Powers, Executive Director, to sign contract C012976 (Appendix F) between the Interstate Environmental Commission and the New York State Department of Environmental Conservation on behalf of the Interstate Environmental Commission.*

The Commission approved the authorizing resolution, with the stipulation set forth in the following motion made by Chair Scagnelli and seconded by Commissioner Trentman:

The Commission directs the Executive Committee to review Contract C012976 and determine whether the contract is acceptable to enter into with the New York State Department of Environmental Conservation.

With no one opposed, the resolution and motion were approved.

4. Laboratory/Office Update

a. Update on Staffing and Current Laboratory Operations

Evelyn Powers updated the Commission on operations and staffing. Five seasonal interns have been hired to assist with the monitoring season:

Seasonal Interns:

Amy Mora Gonzalez, Fairleigh Dickinson University (DOH 4/15/2024)

Kirklan Cooper Jobe, City College (CUNY) (DOH 5/01/2024)

Ruby Alcorn, Connecticut College (DOH 5/20/2024)

Remy Freeman, Binghamton University (DOH 5/28/2024)

Katya Del Mundo, New Jersey City University (DOH 6/3/2024)

In addition, Jovan Snyder, who has continued her internship (with reduced hours) since last summer, will join IEEC full-time effective 5/20/2024

5. IEC FY24-25 Budget (Appendix G)*

Evelyn presented the proposed FY2024-2025 Commission budget for the period October 1, 2024-September 2025 and distributed the following budget justification (Appendix G-1) during the meeting. IEC FY25 Budget Justification

The proposed FY25 Commission budget is derived from current grant budgets and projected grant award balances as of 10/1/2024. Federal funding sources include FY23 106 award in amount of **\$764,000**. Projected LIS FY21 project and grant balance of **\$292,977**. FY22 LIS Pathogen Monitoring

balance of **\$700,000**. Projected FY23 LIS base monitoring budget of **\$714,135** (approved by LIS Management Committee). Other sources: NYSDEC (LIS BIL Funding) Nassau/Suffolk county Septic System Replacement funding **\$2,062,500**, NYSDEC 604b funding **\$131,171**. NJDEP monitoring funds estimated at **\$370,488**, Save the Sound funds in amount of **\$44,145**, NPS funds in the amount of **\$4,735** and Research Foundation of CUNY (Brooklyn College) in amount of **\$116,000**.

Total Grant funds \$ 5,200,151

Total State Appropriations: \$133,000

Total Expenses (Budget): \$5,158,376.00

Total net income includes anticipated state appropriations (\$133,000) and amortized reimbursement of laboratory buildout (\$41,775)

Budget supports 12.5 full-time equivalents (FTEs), 11.5 FTEs supported directly through grant funds; 1 FTE (administrative professional) through indirect (overhead).

A motion was duly made and seconded to approve the budget, pending Executive Committee approval of the proposed Long Island Sound Septic System Replacement Project contract C012976 with NYSDEC. With no one opposed the proposed budget was approved, pending approval of contract C012976.

6. Director's Report (See EPA Progress Reports, Appendix H)

a. Project Highlights and Updates:

- FY24 CWA §106 Workplan
- Strategic Planning RFP
- NJDEP Harbor Monitoring Project
- Coordinated Volunteer Pathogen Monitoring
- Long Island Sound Monitoring
- Unified Water Study
- Harlem River Urban Waters Federal Partnership
- National Park Service Beach sample analyses
- NYCDEP/Brooklyn College Alley Creek Project
- Compliance Monitoring Inspections
- Laboratory Proficiency studies

Evelyn reviewed project highlights, schedules for IECs current projects. Many of these projects were also highlighted during item 3b. Funding and Grants update.

7. Old Business

Election of a statutory Executive Committee member from Connecticut.

The election of a statutory Executive Committee member from Connecticut was tabled to the next quarterly meeting.

8. New Business

No new business items were raised for discussion

9. Executive Session

A motion was duly made and seconded to enter Executive Session, for the purpose of completing the Executive Director's performance appraisal. With no one opposed, the motion carried and the Commission entered into Executive Session.

10. Upcoming Meetings

Wednesday, September 4th, 2024

Wednesday, December 4th, 2024 (in-person and Open House)

Wednesday, March 5th, 2025

Wednesday, June 4th, 2025 (in-person)

11. Adjourn

Reception and Preview of BioBAT Art Space exhibit *Water Stories* followed the meeting.

APPENDICES:

A- March 6th, 2024 Annual Meeting Minutes

B- April 3rd, 2024 Executive Committee Meeting Notes

C-May 7th, 2024 Executive Committee Meeting Notes

D- Statement of Financial Activity

E-Statement of Financial Position

F-NYSDEC Letter of Intent to Award and Contract C012976

G-Proposed IEC FY2024-25 Budget*

H- EPA Awards Progress Reports