



## Watershed Technical Workgroup Meeting

December 4, 2025  
10:00 AM-11:15 AM

**Meeting Link:** [Join the meeting via Microsoft Teams](#)  
**Meeting ID:** 268 139 455 306 | **Passcode:** za2K8Kp6  
**Call:** +1 202-991-0477,,635289056# | **Conference ID:** 635 289 056#

[Visit the meeting webpage for meeting materials and additional information.](#)

This meeting may be recorded for internal use only to assure the accuracy of meeting notes. To turn on closed captioning, click on the three ellipses (More actions), then click on "Turn on live captions" (preview). To request accommodations, please contact Caroline Kleis ([Kleis.Caroline@epa.gov](mailto:Kleis.Caroline@epa.gov)).

**Please read the following information carefully, as our meeting policies have changed:**

- All meeting attendees' cameras and microphones will be muted at the start of the meeting.
- To request access to the microphone and camera, all meeting participants will be required to use the raised hand feature on Teams. Once access has been granted by the meeting organizer, you will then be allowed to unmute your mic and turn on your camera. Unless instructed otherwise, once a participant has microphone or camera access, they will have this permission for the remainder of the meeting.
- Access to chat will be provided as well. Should it be necessary, the Q&A feature on Teams will be utilized to field participant questions.

**Compromised Meeting Plan:** If the meeting's privacy is compromised, the meeting staffer and coordinator will send an email to all Members, alternates, staffers, coordinators, and interested parties. Within the email, you will find a new meeting link, instructions on sharing this information with external partners, and any necessary adjustments to the meeting schedule. Please do NOT share this information publicly or post it to the Chesapeakebay.net webpage.

**Purpose:** To keep the group informed of the QAPPs review underway and progress schedule/next steps following the December verification call.

## Agenda

- I. Introductions & Announcements (10:00- 10:20 AM)**
- Please put your name and affiliation in the chat box for attendance purposes. Thank you!
  - Approval of [October Meeting Minutes](#) and [November Meeting Minutes](#)
  - Submit Nominations for Chair/Vice Chair and At-Large by January 2<sup>nd</sup>, 2026

- 2026 Calendar Invitations
  - New January Meeting Date: January 8<sup>th</sup>, 2026
- NRCS Data Set Update
- Discussion of Ag BMPs on Solar Land Uses at December USWG and AgWG Meetings
- Follow-Up on CAST XML Upload - Jess Rigelman, J7 Consulting/CBPO
- New Planning BMPs going into Phase 6 CAST 23 - Jess Rigelman, J7 Consulting/CBPO
- 2025 Land Use - Jess Rigelman, J7 Consulting/CBPO
- Request for Acres of Pasture High and Hay High From 1985-2025 for Phase 7 Pre-BMP Land Use - Jess Rigelman, J7 Consulting/CBPO
- Other announcements?

Requested Action: Approval of October and November 2025 Meeting Minutes

Lead: Auston Smith, EPA

Materials: [October Meeting Minutes](#), [November Meeting Minutes](#)

## **II. Allocation of Feed Space Acres for Phase 7 (10:20-10:35 AM)**

Sarah McDonald, USGS, will inform the WTWG of the methodology that will be used to allocate feed space acres for Phase 7. In particular, Sarah will share what was done in Phase 6 and the proposal for Phase 7.

Requested Action: Non-Decisional, Informational Only

Lead: Sarah McDonald, USGS and Jess Rigelman, J7 Consulting LLC

Materials: Presentation

## **III. Update on Quality Assurance Project Plans Review (10:35 – 10:45AM)**

EPA is in the process of reviewing and finalizing Quality Assurance Project Plans (QAPP) reviews. During the December 8-12<sup>th</sup> verification calls, outstanding topics of concerns on these QAPPs can be discussed by the verification call participants.

Requested Action: Non-Decisional, Informational Only

Lead: Auston Smith, EPA

Materials: None.

## **IV. Progress Schedule and Verification Meetings Overview (10:45 – 11:10 AM)**

Auston Smith, EPA, will give an overview of verification meeting setup and next steps following the December 8-12 verification meetings.

Requested Action: Non-Decisional, Informational Only

Lead: Auston Smith, EPA

Materials: None.

## **V. Wrap-Up (11:10-11:15 AM)**

Lead: Caroline Kleis, CRC

**VI. Adjourn**

**(11:15 AM)**

**Next Meeting:** January 8<sup>th</sup>, 2026, from 10:00AM-12:00PM