

# DRAFT LOTW TMDL TAC CHARTER

Approved November 23, 2015

1. Team Name:

**Lake of the Woods Total Maximum Daily Load Technical Advisory Committee (TAC)**

2. Sponsor:

The LOTW TMDL Project Team (MPCA, LOTW SWCD, RESPEC)

3. Objectives and Scope of Activities:

The TAC is identified as a scientific/technical advisory committee. The objective of the TAC is to provide independent advice to the LOTW TMDL project team on the scientific and technical aspects associated with the development of a Total Maximum Daily Load Analysis (TMDL) for the Lake of the Woods.

The major objectives are to review and provide advice and recommendations on:

- The adequacy and scientific basis of mathematical models, statistical analysis of data, written documents and public presentations developed by the Project Team, which include staff from RESPEC, MPCA, and the LOTW SWCD, who are charged with developing the lake and watershed model, TMDL study elements, draft TMDL report, and draft Implementation Plan.

4. Description of Committee Duties:

The duties of the TAC are solely to provide advice and recommendations to the LOTW TMDL Project Team.

5. Official(s) to Whom the Committee Reports:

The TAC will report its advice and recommendations to Julie Blackburn, RESPEC

6. Milestones/Deliverables:

Milestones TBD but will include the following items:

- Initial TAC Organizational Meeting
- Charter Review by TAC and comments on Charter to RESPEC
- Presentation to the TAC by the project team of the data used to develop models
- Presentation to the TAC by the project team on the status of the lake and watershed simulation modeling efforts
- Presentations to the TAC by the project team on scenario modeling
- Draft TMDL is made available to the TAC for internal review.
- Draft restoration plan is made available to the TAC for internal review.

Deliverables:

Technical Advisory Committee Deliverables

- Provide input into TMDL development process

- Provide in-kind staff contributions
- Advise on who should be kept informed of technical issues associated with the TMDL development process
- Review and provide comments on the Draft TMDL and Implementation Plan

RESPEC Administrative Deliverables

- Track and email updates to TAC members on specific issues regarding the TMDL
- Schedule TAC meetings and prepare meeting agendas
- Email TAC meeting notices and circulate supporting documents
- Arrange either audio or video conferencing for TAC meetings as needed.
- Prepare the TAC meeting summaries
- Provide general guidance to the TAC
- Revise TAC milestones and deliverables

8. Meetings and Expenses:

The TAC members are providing in-kind support. The LOTW TMDL Project Team will make every effort to use telephone and video conferencing to limit the amount of traveling required by TAC members to participate in meetings.

9. Estimated Number and Frequency of Meetings:

Meetings of the TAC will be held every other month and as approved by the LOTW TMDL Project Team; six meetings a year are anticipated. TAC meetings will be closed to the public unless the LOTW TMDL Project Team determines that a meeting or a portion of a meeting must be open to the public.

11. Duration and Termination:

The TAC will be needed on a continuing basis until the draft TMDL is submitted to the USEPA.

12. Member Composition:

The TAC will be composed of 6-10 members. The number of TAC members may be adjusted as necessary, to ensure that emerging issues are adequately addressed during TMDL development and planning for TMDL implementation. Members will be independent experts in the fields of science, engineering, economics, and social sciences and will provide a range of expertise required to assess the scientific and technical aspects of issues associated with TMDL development.

RESPEC will manage administrative responsibilities for the TAC including scheduling and facilitating meetings and is will be responsible for taking and circulating meeting summaries.

13: The TAC membership (updated as of 11/4/2015) is as follows:

Members:

Richard Kiesling	Unites States Geologic Service
Kayla Bowe	Red Lake Department of Natural Resources
Kelli Saunders	Lake of the Woods Sustainability Foundation
Paula Spencer	Ontario Ministry of Environment and Climate Change
Andy Paterson	Ontario Ministry of Environment and Climate Change

Chad Severts	Minnesota Board of Water and Soil Resources
Chris Parthun	Minnesota Department of Health
Phil Talmage	Minnesota Department of Natural Resources

14. Recordkeeping:

The records of the TAC shall be maintained by RESPEC as appropriate.

Charter Approved: November 23, 2015