

**CONSULTATION,  
ENVIRONMENTAL, &  
HISTORIC RESOURCES  
WORKGROUP NOTES**

**Tuesday, December 10, 2024**

NOAA Center for Weather and Climate Prediction, College Park, Maryland

**Consultation, Environmental, & Historic Resources Workgroup Session**

Frank Csulak, (NOAA), JoAnn Banda (FWS) & John Nelson (DOI)

- Develop Guides – How to move forward?
  - Draft Unanticipated Discovery Guide and Tools
  - Draft Job Aid – 2-page Stop, Protect, Notify and resources
  - Draft of process for OSC contacting state/tribe. States moving to online systems, how do they prioritize in the event of emergency?
  - List of OSC activities that EPA employs in a response to identify actions that don't require notification
  - Try to engage with Sectors to involve them in efforts.
    - John will attempt to reengage
- NAGPRA
  - John will investigate other RRTs to develop one for RRT3.
- Alicia changed ESA Biological Evaluation Guide name to Environmental Consultation Guide and reorganized document.
- Alicia looked through Environmental Unit Job Aid, not much has changed from previous
  - Differences in guiding and planning, need to clarify
  - Miles taking out EPA specific items to make generic and workgroup will review
- “Environmental Unit Lead Quick Reference Guide” brief out
  - RRT3 Job Aid
    - USCG has very basic Job Aid, doesn't talk about specifics. Developed a generic Job Aid
  - Frank wanted to develop a quick reference guide for members in the EU
    - Reviewed within NOAA
    - Informal, can distribute in the instance of an incident.
  - Go over Franks handout
    - Forms, Composition, RP, representatives, SMEs, Recommended Actions, EU Tasks/Assignments
    - No priority times
    - Working document
    - Transitioned to a formal EU Job Aid. Can still be used following a more formal document
  - Develop into a one-page guide? Easy to pull out during a spill
    - Tasks and key personnel
    - Organize by key steps and priorities
  - Will not be all inclusive. Purpose is to kickstart response
  - Divide into 3-4 categories. Ex. Modeling
    - Make generic so Coastal and Inland can use interchangeably

<ul style="list-style-type: none"> <li>▪ Don't want to conflict with other established plans</li> <li>○ Next draft will include additions of: <ul style="list-style-type: none"> <li>▪ Categories</li> <li>▪ Inland/Coastal</li> <li>▪ RRT3 References – keep document simple</li> </ul> </li> <li>○ Frank announced Strike Team Workshop (May13-15, 2025) and invited workgroup to promote workshop success <ul style="list-style-type: none"> <li>▪ Not a prep exercise, refocused from the past 3 years</li> <li>▪ Day 1: Response, Day 2: Salvage, Day 3: Firefighting</li> <li>▪ Utilize case studies</li> </ul> </li> <li>○ Everyone tasked to look through Frank's draft and add comments. Work with Miles to generify comments.</li> <li>• New efforts and focus for next 6 months <ul style="list-style-type: none"> <li>○ Plan to have EU Quick Reference Guide for May 2025 Meeting and Job Aid by December 2025 Meeting</li> <li>○ Start posting draft versions on website. Ensure all members have access</li> </ul> </li> <li>• Appendix C3 <ul style="list-style-type: none"> <li>○ Not specific to spills/emergencies.</li> <li>○ Suggest deleting and maybe replace with something else</li> <li>○ Propose to RCP Workgroup is it necessary include references in Appendices?</li> </ul> </li> <li>• Appendix 72 <ul style="list-style-type: none"> <li>○ Do we want to create a threshold?</li> <li>○ Does not need a formal thing. Draft a memo/letter</li> </ul> </li> <li>• Appendix 7L-9 <ul style="list-style-type: none"> <li>○ Currently blank</li> </ul> </li> </ul>
Concluded at 10:30

Meeting Attendance Roster	
Attendee Name	Attendee Organization
Anderson, Ben	DE DNREC
Banda, Jo Ann	DOI - FWS
Bartos, Myles	US EPA
Ciani, Lydia	START – Tetra Tech
Cook, Elisha	USCG D5
Csulak, Frank	DOC
Gaynor, Kevin	US EPA
Lohman, Elizabeth	VADEQ
Muse, Katlyn	Tri-State Bird Rescue and Research

Nelson, John	DOI
Smith, Jessie	START – Tetra Tech
Wilson, Daniel	Tri-State Bird Rescue and Research
Wright, Rob	DOC - NOAA