Appointment

From: Wolf, Kristen [kwolf@pa.gov]
Sent: 5/23/2018 7:49:16 PM
To: Wolf, Kristen [kwolf@pa.gov]; Trentacoste, Emily [trentacoste.emily@epa.gov]

Subject: Toolbox update
Location: Ex. 6 Personal Privacy (PP) / PIN: Ex. 6 Personal Privacy (PP)

Start: 5/24/2018 1:00:00 PM
End: 5/24/2018 2:00:00 PM
Show Time As: Busy

Recurrence: (none)

From: Wolf, Kristen
Sent: Wednesday, May 23, 2018 8:49 AM
To: kellydonaldson <kellydonaldson@psu.edu>; Trentacoste, Emily <trentacoste.emily@epa.gov>
Cc: Kasi, Veronica <vbkasi@pa.gov>; Jennifer Handke <consultingwithapurpose@gmail.com>; tshenk <TShenk@srbc.net>
Subject: Toolbox Appendices and General Toolbox updates due for tomorrow
Importance: High

Good morning Kelly and Emily—I just wanted to recap my conversation with Nicki at end of day yesterday and clarify what we need for Lancaster County's Toolbox Appendices by COB today or early tomorrow.

The goal is to keep this as simple as possible and work with the existing Section III of the current Toolbox that was vetted publicly and created by Emily based on the feedback we received as to what local folks needed, then add additional Appendices that were requested as well. Here is the current Toolbox Section III: http://files.dep.state.pa.us/Water/ChesapeakeBayOffice/WIPIII/Community%20Clean%20Water%20Toolbox%20Public%20Meeting%203-26-2018%20PDF.pdf .

Here is the layout for the Toolbox Appendices that is envisioned:

Appendix 1: "The Local Story: Opportunities to Improve Local Water Quality and Meet Countywide Goals"

- Kelly: Introduction and brief explanation of what this technical appendix will provide, utilizing and adapting, if needed, text from existing Section III of current Toolbox.
- Emily: All of the graphs, maps, charts, etc from pages 11-49 of current Section III, with text added to provide context and explanation. Also, need to update page 11, Table 2 with actual Lancaster numbers and update the Depiction of a County Goal Journey bar and accompanying text using the document that is attached to this email. Can Lancaster numbers be placed into the Journey bar as well?
- Kelly and Emily: Do we need to simplify or update Summary text on page 13-14?

Appendix 2: "Beginning the Countywide Planning Process"

- Kelly: Use the attached "Beginning the County Planning Process" document for this appendix. Add to introductory text, if needed.

Appendix 3: "Reporting Local County Action Plans – Establishing a Countywide Implementation Team"

- Kelly: Attach the Phase 3 WIP Template Tables (including the full explanations) document here. Pull text from page 12 of general Toolbox document and expand, as needed, for intro to this appendix.

Appendix 4: "Communication and Outreach Tools"

- Kelly: What to add here? If nothing is complete at this time, remove this appendix and we will add later.

Appendix 5: Resources

- Nicki: Who is creating this document? What is to be included here?

Appendix 6: Lancaster County Impaired Stream Map

- Only include this appendix if Tyler is able to complete this by COB today. If not, we will add to later versions.

Did I miss anything that should be included in the Appendices?

Kelly, regarding the updated **Toolbox general document** that you created, we have continued to receive wonderful feedback and only have a few minor changes that need to be made:

- On page 8, replace current Journey bar and text with the attached document bar and text
- Page 10: Capitalize words of 1st heading for parallel construction
- Page 13: Add both template tables (attached—Phase 3 Template Tables doc)
- Page 14: Update 2nd paragraph to reference all of the Appendices

As always, this is a living document that we are going to finalize this week and deliver to Lancaster County when we meet in person with them. We need to get this finalized and build the other 3 counties in short order so that we can pilot it with them this summer and refine it based on their input as we go into this partnership together and work together to build their action plans.

I expect we will learn a lot and this will evolve, but for now we need to finalize a complete Toolbox that contains ALL pieces so as not to create confusion. Please let me know if this is acceptable and you are able to do it.

Many thanks!
Kristen

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