



Minutes Quarterly Meeting

Wednesday, June 4th, 2025

The meeting was held in-person (with remote option) at the IEC headquarters:

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 or Statutory Representatives in attendance:

John Scagnelli (Chair, NJ), John Atkin (Vice-Chair, CT), Philip DeGaetano (Vice-Chair, NY), Patricia Bisacky (CTDPH), Alan Talarsky (NJDOH), Robert Schuster (NJDEP), Kaelah Smith (CT AGO), Virginia Wheatley (NJDOH), Rose Trentman (NY), Jeffrey Myers, Treasurer, (NY), Selvin Southwell (NYSDEC)

Also present: Evelyn Powers (IEC Executive Director), Michael Flood (EPA Region 2), Michael Eleneski (NJ GAU), Remy Freeman (IEC)

2. Approval of minutes from the March 6th, 2025 Meeting (Appendix A)

- a. April 2nd, 2025 Executive Meeting Summary (Appendix B)
- b. May 8th, 2025 Executive Meeting Summary (Appendix C)

A motion to approve the minutes of the March annual meeting was duly made and seconded. With no one opposed, the minutes were approved. Meeting summaries of the April 2nd, 2025 and May 8th, 2025 Executive Committee meetings were distributed with the meeting materials.

3. IEC Finances and Current Grant Funds Update

- a. Statement of Financial Activity and Balance Sheet (Appendices D and E)
- b. Funding and Grants Update
 - CWA §106 FFY25 submission (\$727,000 estimated allocation)
 - LISS FFY25 Base Program Submission (\$1,532,590 approved by LISS MC) (Due June 6th, 2025)
 - NJDEP Harbor Monitoring Project (Year 5, Proposed Budget \$421,033)
 - CWA §106 FFY 23 Status (\$229,343 remaining)
 - CWA §106 FFY24 Status (\$727,000 remaining)
 - LISS Prior Year(s) Remaining Funding (\$1,702,875 remaining)
 - Save the Sound Unified Water Study Funding (\$45,940)

- Brooklyn College (RFCUNY) and NYCDEP Alley Creek/Bergen Basin Project (TBD)
- NYSDEC 604(b) funding \$131,926 (Contract Year ends July 31st, 2025)
- NYSDEC 604(b) funding August 1, 2025-July 31st, 2026 estimated at \$131,926)
- NYSDEC Long Island Sound Septic Replacement Project (Federal EPA LISO Bipartisan Infrastructure Law pass-through funds) \$2,062,500 annual budget.
- State Appropriations

Evelyn reviewed the Statement of Financial Activity (October 1, 2024-March 31st, 2025) and budget vs. actuals for the same period. In the first six months, we have expended 45% of the budget to date. Septic project funds have been awarded but not used, so the ~\$515,000 advance is currently in income, making income seem elevated compared to expenses. This money is expected to be used by end of year. Commissioner Myers and Chair Scagnelli suggested looking into a way to reflect this septic program outside of the budget, or could be categorized as something other than income (such as reserve). Evelyn noted we have this in order to be able to begin reimbursements without going into the hole (forward-funded); it can be charged for our administrative costs as well; but it could be categorized differently. Evelyn noted the Supplies expense category is of note; we are at 88% of the YTD budget. Evelyn prefers to be around 65% at this time; however, IEC's CWA 106 FFY23 award may be re-allocated to transfer funds to supplies. Commissioner DeGaetano asked if there was a way we can reflect funds that are coming in but could also be going out (EPA grants). Evelyn noted it would be ideal to reflect awarded EPA grant balances somehow on balance sheet.

Evelyn reviewed the Balance Sheet. Accounts Receivables was noted. We need to get appropriations up and accounts receivable paid more quickly. Accounts Receivables includes invoice for NJDEP Harbor Monitoring Network from November through February. Note these invoices were paid subsequent to the meeting.

Evelyn reviewed the grants, beginning with the state and local grants.

NJDEP Harbor Monitoring Project has a revised scope of work with some expansion; Evelyn is finalizing it with Biswarup Guha. Year 5 of this program began May 1st; involves 29 sites across various waterbodies throughout NY and NJ. \$559,000 total spending plan, ~\$400k towards the core monitoring program. This year's scope includes funding passed through to USGS to fund a spatial DO analysis of Newark Bay, Hackensack River, and the Kill van Kull conducted by USGS New York Water Science Center. Additional funding provided by HEP and NYSDEC; includes additional nutrients and potential new parameters. Evelyn has requested 25% advance be included in the MOU amendment to make sure we do not have cash flow issues. **NYSDEC 604b funded Harbor Monitoring:** IEC is in year two of 604b, year three will begin August 1st. Allocations are set; contract coming soon. 11 stations in NY, similar scope to NJDEP.

Save the Sound- MOA has been received. Continuing prior years scope in Manhasset and Little Neck

Bays. \$45,940 in funding. **Brooklyn College Alley Creek/Bergen Basin projects** are on hold due to NYCDEP budget shortfalls. Possibly may be resumed after July 1st.

Federal Funding Update

\$1.7 million remaining in Long Island Sound Study; FY2025 has been approved for 1.5 million, fine-tuning with LISS budget office before award

Pathogen Monitoring Network has been forward-funded for 2 years

CWA Section 106- FFY2025 is currently being finalized, was submitted to [grants.gov](https://www.grants.gov) on April 30th, Evelyn requested any additional comments be sent to her within the next week. FY2023 106 assistance agreement will be closed out at the end in September.

FFY2024 106 assistance agreement has been awarded, has not been drawn upon to date. Full \$727,000 award available. Some revisions are being made to the FFY2025 workplan: the strategic planning effort will be removed from the FFY2023 workplan and has been added to the FFY2025 workplan. This will free up funds to re-allocate within the FFY2023 budget (likely to supplies and to indirect categories as a result of an increase in the indirect rate). The project and budget period may also be extended in the FFY2025 agreement. Currently one year of allocations has a two-year period to complete the work (two-year budget and project period). Proposal to change the project and budget periods to three years, which would allow more flexibility in when we utilize the federal funds, without having to submit a no-cost time extension.

Michael Flood reported that EPA Region 2 is working on FY2025 award but final allocations have not been approved; some of the money is available but getting all of it at once is better. Regarding the FFY2026 outlook, the Executive budget proposal of the President has been released but still has to go through congressional review and approval. Executive Budget calls for a zeroing out of CWA Section 319 and 106 grants; however prior administrations have requested this and it has never been approved. The proposed federal FY2026 budget calls for a 54% reduction in EPA funding overall- from 9.1 billion to 4.9 billion, with a lot being taken out of state/tribal grants. It was noted that Congress has final say in this budget. Resignation incentives were offered to all federal employees and the deadline by which to accept this incentive this was extended. This has resulted in an approximate 20% reduction of EPA Region 2 staff, many within the Water Division. Long-time EPA staff members Mark Tedesco, Bob Nyman, and Rick Balla are retiring; these were all somewhat planned.

Commissioner Atkin asked whether there will be a new director appointed for LISS. Michael Flood explained that currently there is a hiring freeze, including a freeze of promotions and lateral re-assignments. Therefore, as of right now, they will have to find coverage for the role and will not be able to hire someone new.

Evelyn reported she also received an email from EPA Region 2 Division of Water Director Javier Laureano, reporting that the lease for the EPA Long Island Sound office in Stamford, Connecticut will not

be renewed. After June 30th, 2025, EPA LIS Partnership staff assigned to the Stamford office will report to EPA Region 2 headquarters in NYC.

Evelyn reiterated IEC must strive to diversify funding through private, local, or state work and partnerships to reduce its reliance on federal funding, leverage those funds, and add value. IEC is also working on highlighting new programs, marketing our work, and continuing outreach events that showcase the work that we do.

Septic System Replacement Fund Update

Contract was finalized with NYSDEC in October. IEC's contract with the Nassau County Soil and Water Conservation District has been executed. John Scagnelli and others made sure that the contracts were iron-clad to protect IEC in the event of any interruptions from funding sources. Suffolk County contract is awaiting resolution from the Suffolk County Legislature in order to accept their contract; should be done before the end of June. Nassau county is moving forward in the implementation of the program; 30 applicants have been approved for the first year.

IEC will be working on outreach for this event and a press release, in conjunction with the counties, NYSDEC, and the EPA Long Island Sound office.

4. Laboratory/Office Update

a. Update on Staffing and Current Laboratory Operations

IEC has 3 new interns that all started in May helping with our most intense programs. Monitoring is ramping up for the summer. We are working on hiring for 2 new positions (This is included in the FY2026 budget). However, these may be merged into one office administrator position as there is a lot of administrative work with the Septic program. The laboratory has completed laboratory certification renewals, proficiency tests and on-site inspections from NJDEP and NYSDOH.

Chair Scagnelli asked how the relationship is with the landlord: BioBAT and EDC. Evelyn replied that everything has been smooth. They are very responsive. There is a big initiative to make the Brooklyn Army Terminal a Climate Innovation Hub, attract green businesses and link the complex with other EDC - managed facilities such as Governor's Island and the Brooklyn Navy Yard. There is room to expand within the floor and building if IEC needs to in the future.

5. IEC FY25-26 Budget (Appendix F) *

Evelyn reviewed the proposed FY2025-2026 budget. The budget for salaries has been changed from 1.25 million to 1.1 million; this does not reflect a staffing reduction, rather more accurately reflects actual salaries, rather than maximum salary ranges. This is important as IEC charge salaries to our grants; and a specific percentage is charged on salaries only as overhead/indirect. If salaries are not accurate, we do not earn as much indirect as we budget for. Each line item in the overall budget is a sum of that line item from awarded or approved funding sources.

All other items are in line with the FY2024-2025 budget; we are requesting a supply increase as supplies costs are increasing due to tariffs.

A motion to approve the budget was duly made and seconded. With no one opposed, the budget for October 1, 2025 through September 30, 2026 was approved.

6. Director's Report

c. Project Highlights and Updates:

- FY25 CWA §106 Workplan
- NJDEP Harbor Monitoring Project
- Coordinated Volunteer Pathogen Monitoring
- Long Island Sound Monitoring
- Unified Water Study
- National Park Service Beach sample analyses
- Compliance Monitoring Inspections
- Laboratory Proficiency studies
- +Pool Monitoring

In addition to the projects listed above, which were reviewed during agenda item 3. Current Grant Funds update, Evelyn highlighted some ongoing and potential collaborations. Billion Oyster Project reached out to discuss joint efforts with us on some of their sites. IEC has lots of knowledge of their sites from our monitoring and can possibly offer recommendations for potential restoration areas. It's a good opportunity for our water quality monitoring efforts to work with habitat restoration efforts.

NY-NJ Harbor & Estuary Program is beginning a project in conjunction with Stonybrook University installing eelgrass along the Living Breakwaters project in Raritan Bay off of Staten Island and we may be involved with water quality monitoring associated with the project.

National Park Service partnership ongoing with enterococcus testing on beaches in Queens and Staten Island, which the DOI reimburses us for.

Compliance monitoring is on hold while the QAPP is being revised.

7. Old Business

8. New Business

Phillip DeGaetano: Next year is our 90th year of IEC, we should think of potential celebrations at the next meeting and discuss

9. Executive Session

A motion to enter Executive Session to discuss the Executive Director's performance appraisal was duly made and seconded.

10. Upcoming Meetings

Wednesday, September 3rd, 2025

Wednesday, December 3rd, 2025 (in-person and Open House)

Wednesday, March 4th, 2026

Wednesday, June 3rd, 2026 (in-person)

11. Adjourn

Upon return from Executive Session, the meeting was adjourned at 12:16pm

APPENDICES:

A- June 4th, 2025 Annual Meeting Minutes

B- July 2nd, 2025 Executive Committee Meeting Notes

C-August 5th, 2025 Executive Committee Meeting Notes

D- Statement of Financial Activity

E-Statement of Financial Position