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Current and Immediate Future Staff Support to the Boards, Great Lakes Regional Office: International Joint Commission, Executive Meeting, October 19th, 1978

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GREAT
LAKES
COLLECTION

Walker
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CURRENT AND IMMEDIATE FUTURE STAFF SUPPORT TO THE BOARDS

GREAT LAKES REGIONAL OFFICE

INTERNATIONAL JOINT COMMISSION

EXECUTIVE MEETING

October 19, 1978

The Regional Office recently forwarded to the Chairmen of the Water Quality Board and Research Advisory Board, the budget document as presented to the Commission in July. The Chairmen were requested to provide advice on the requirements of their boards for financial and other support from the Regional Office.

This presentation has been prepared without the benefit of the response to that request which no doubt will be discussed at the Board meetings in October and November. However, there has been a request made for support on behalf of the Water Quality Board for discussion at the Water Quality Board meeting, November 2-3, 1978, in Windsor.

The presentation to the Water Quality Board will provide that board with information on the secretariat requirements of the RAB in order that the members gain an appreciation of activities other than that of the WQB.

Attached to and providing details for this paper from pages 5 to 20 are:

1. List of Current and Possible Future Assignments by W.Q.B.
2. Contaminants Program
3. Detailed Staff Time Estimates

The professional staff performs three main functions:-

- Management and administrative
- Professional scientific and secretariat support
- Public and in-house information

The authorized strength is eighteen (18) with four (4) assigned to management and administrative, two (2) to public and in-house information and twelve (12) providing professional and scientific support to the Agreement institutions primarily but also to the Commission.

Two professional positions are vacant. An engineer resigned early September and the librarian late September.

The professional expertise for these two positions has been reviewed. At the request of the Chairman, Remedial Programs Subcommittee of the Water Quality Board, the engineer position has been reclassified at its original level of Engineer 3. The position had been filled at a lower level due to difficulty in obtaining adequately qualified engineers. The librarian position description has been revised to enable the hiring of a person with public information/education experience if such is available. Both positions are Canadian allocation.

The Regional Office has two persons classified as technical:-

- Engineering Technician
- Draftsperson (Graphic Artist)

The draftsperson provides adequate and excellent work during the year except for the peak load in March, April and May. Contract agency assistance enables the peak demands to be met.

The engineering technician cannot meet the demand for technician services. As a result, professionals are frequently required to perform technician work. An additional technician has been deleted from the budget after approval by the Commission each year for three years. The technician work load continues to increase. Some relief has been obtained by contract agency supply of graduate university students on a project basis and the term employment of a graduate student utilizing a U.S. Section, I.J.C. unfilled position.

This estimate of professional and technician staff requirements is for the Water Quality Agreement year August 1978 to July 1979. This period has been selected as changes in program direction by the Water Quality Board and Research Advisory Board frequently and invariably stem from the Annual Meeting in July. The changes are normally effected following the fall meetings of the Boards at which time each Board develops and approves its program and operating format to meet the requirements of the reports to be presented the following July.

The estimates presented in this paper result from past experience on the work load undertaken on behalf of the Boards and the requests made to L.B. O'Leary, Secretary, at a meeting attended by the Cdn. Chairman, Dr. Slater, his assistant, R. Shimizu, Dr. Edith Tebo, Chairman, Implementation Committee and A. Cywin, Assistant to the U.S. Water Quality Board Chairman, T. Jorling.

One of these requests - Review the Contaminants Program - is detailed on page 6. It is planned that this assignment will be undertaken by Dr. D.E. Konasewich. Although less than one half man year of his time will be utilized, considerable technical support will be required.

A list of current and possible future assignments from the W.Q.B. prepared by L.B. O'Leary is shown on page 5. This list does not include new work which will likely flow from the 1978 Agreement.

In summary, until the Engineer 3 position is filled with a trained engineer, very little flexibility is available to provide professional support in addition to that now requested to the WQB from within our resources. New requests for support could be met by short term loan of personnel from federal, state or provincial agencies if possible. The utilization of contract personnel is a last resort even if financial resources were available.

The budget for fiscal year April 1, 1979 to March 31, 1980 was prepared to reflect a lack of support from the Water Quality Board Chairmen for programs similar to those which had been included in previous years. These programs obtained moderate funds for programs difficult to define accurately for future years. Therefore, with cuts already being made, the ability to increase support to the WQB and RAB is severely constrained now that program funds are very limited.

This analysis assumes that:-

- No increase in professional or support staff will occur.
- Existing approved staff level will continue to be funded.
- Funds will be available to purchase from an employment agency technical, clerical and secretarial services.
- Funds will not be required to reimburse federal/provincial/state agencies for the services of professional personnel on loan.
- Secretariat support to the Boards will continue at the same general level as during 1977/78.
- The Commission will require approximately one-half man year for PLUARG report.
- The 1978 Agreement will not cause substantial increase in volume of work for Regional Office staff to that of the 1972 Agreement.

CURRENT AND POSSIBLE FUTURE ASSIGNMENTS BY WQB
 * (not included in staff that estimates)
SUMMARY

PROFESSIONAL AND TECHNICAL STAFF FOR PROFESSIONAL AND SECRETARIAT
 SUPPORT WORK

	<u>STAFF YEARS AVAILABLE</u>		
	<u>NOW</u>	<u>JAN. 1, 1979</u>	<u>FOR YEAR</u>
Professional	11.0	12.0	11.5
Technical	1.0	1.0	1.0
Term technical/professional	<u>0.1</u>	<u>0.4</u>	<u>0.5</u>
	12.1	13.4	13.0

	<u>STAFF YEARS REQUIRED FOR AGREEMENT YEAR</u>
Professional & Technical	
Water Quality Board	5.96
Research Advisory Board	3.44
PLUARG, includes I.J.C.	0.60
Vacations and holidays	1.00
Commission, conferences, seminars, meetings, etc.	<u>2.00*</u>
	13.00

* A twenty percent allowance for this activity is minimal in view of the vast amount of normal reading required to keep abreast of related activities.

CONTAMINANTS PROGRAM

CURRENT AND POSSIBLE FUTURE ASSIGNMENTS BY WQB

* (not included in current staff time estimates)

1. Review contaminants programs
Probably D. Konasewich
2. Land Treatment Analysis
R. Drynan - nearly completed *
3. Review of WQ Objectives Hearings July 21, 1978
No assignments *
4. Phosphorus
Objective
Loading
PLUARG Review
No assignments to R.O. by WQB *
RAB Task Force in operation
5. Collect data from jurisdictions for RPS and SS annual report
Can probably be done by R.O., awaiting exact requirements of jurisdictions
6. File and collate data for RPS
Automated system being developed by R.O.
7. Assist SS work groups on new plan and data assessment
under way at present time

CONTAMINANTS PROGRAM

- A. The WQB asked for a review of legislation that has been in place for about three years in the United States and Canada to control contaminants.
- a) Review the actions of each jurisdiction to date.
 - b) How will it meet the needs of the Great Lakes Basin?
 - c) Comparability - Are the United States and Canadian programs comparable and compatible?
 - d) Adequacy - Are the programs adequate to meet the proposed objective for persistent toxic compounds in Great Lakes waters and fish?

The review should include a progress report on implementation of the United States Toxic Substance Control Act and the Canadian Environmental Contaminants Act and actions taken by states and provinces. Budget and manpower allocations by each jurisdiction should be determined.

- B. Review the status of the RAB program to identify problems with toxic persistent chemicals.

How is it being used? Who should use it in the future?

Who will continue the process when it goes beyond the research and development stage?

- C. The first substance to be controlled by governments is PCB.

What is the current status of the PCB control programs?

What environment results can be shown?

D. Can the Regional Office undertake this study, with Regional Office staff or by contract?

Staff Days

Can it be done by July 1, 1979?

What resources would be used? (staff time in man years; funds)

What other activities would be delayed or eliminated?

Approximately .4 man years

D. Lougherich spent approximately the same amount of time on Appendix K which is now nearly completed. He could continue with this phase of the contaminants review if his other assignments are held to the same level as last year.

REGIONAL OFFICE ESTIMATE IN ANSWER TO D

	Staff Days
Task - Under the direction of the IC	
1. Review status of U.S.-Canada Federal Programs	20
2. Review status of state-provincial programs	20
3. Review PCB control activities; sampling results	20
4. Review RAB project on toxics	20

Approximately .4 man years

D. Konasewich spent approximately the same amount of time on Appendix E which is now nearly completed. He could continue with this phase of the contaminants review if his other assignments are held to the same level as last year.

WATER QUALITY BOARD ACTIVITIES

INTERNATIONAL JOINT COMMISSION

MAN YEARS

REGIONAL OFFICE

STAFF TIME ESTIMATES

WATER QUALITY BOARD

Secretary, WQB, L. B. O'Leary, Senior Engineer

60

Supervisor

20

80

The estimated time distribution from July 1978 through July 1979 for the professional staff is shown in the following tabulation.

Toxic Substances Workshop, H. F. Bratzel, Jr.

10

The estimates are based on experience with previous activities of the same type and the expectation that an annual report will be prepared for next July. The signing of a revised agreement would be expected to change the work assignments.

Secretary, W. B. Drynan, Senior Engineer

30

Assistant, E. J. McDermott, Technician

20

The duties of a secretary to a board or committee includes many assignments of a data gathering and analytical nature which are not listed separately unless they involve major efforts and large segments of time.

WATER QUALITY BOARD SUBCOMMITTEES

Secretary, G. D. Saffner, Biologist

30

Data review and estimation, J. L. Clark, Statistician

60

Lake Work Groups, G. D. Saffner

20

W. Chang

30

Data Quality Work Group, R. E. White, Sr. Scientist

20

J. L. Clark, Statistician

20

E. McDermott

30

Fish Contaminants Work Group, S. A. Rosenberger, Biologist

15

150

RADIOACTIVITY SUBCOMMITTEE

Secretary, H. F. Bratzel, Jr., Chemist

20

80

OBJECTIVES ASSESSMENT SUBCOMMITTEE

Secretary, G. D. Saffner

Secretary, Co-chair Objectives Task Force, D. A. Rhee

10

100

Planning, Scientist

10

100

WATER QUALITY BOARD HEALTH EFFECTS

Secretary, A. R. P. Watson, Scientist

10

100

WATER QUALITY BOARD ACTIVITIES

MAN YEARS

WATER QUALITY BOARD

Secretary, WQB, L. B. O'Leary, Senior Engineer	.60	
Supervision	.20	.80

IMPLEMENTATION COMMITTEE

Secretary, IC, M. P. Bratzel, Jr., Chemist	.35	
Toxic Substances Workshop, M. P. Bratzel, Jr.	.10	
Review Contaminants Program and Appendix E, D. E. Konasewich, Scientist	.44	.89

REMEDIAL PROGRAMS SUBCOMMITTEE

Secretary, W. R. Drynan, Senior Engineer	.50	
Data handling, P. McDermott, Technician	.20	
Data collection, P. McDermott	.20	.90

SURVEILLANCE SUBCOMMITTEE

Secretary, SS, G. D. Haffner, Biologist	.50	
Data review and estimation, J.L. Clark, Statistician	.63	
Lakes Work Groups, G. D. Haffner	.20	
W. Chang	.30	
Data Quality Work Group, R. E. White, Sr. Scientist	.34	
J. L. Clark, Statistician	.20	
P. McDermott	.30	
Fish Contaminants Work Group, D. R. Rosenberger, Biologist	.15	2.62

RADIOACTIVITY SUBCOMMITTEE

Secretary, RSC, M. P. Bratzel, Jr., Chemist	.20	.20
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OBJECTIVES ASSESSMENT SUBCOMMITTEE

Secretary, OAS,		
Secretary, Chlorine Objectives Task Force, D. A. Bondy,		
Physical Scientist	.40	.40

JOINT COMMITTEE, HEALTH EFFECTS

Secretary, A.E.P. Watson, Scientist	.15	.15
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5.96

RESEARCH ADVISORY BOARD ACTIVITIES

	<u>MAN YEARS</u>
RESEARCH ADVISORY BOARD	.39
Secretary, RAB, R.E. White, Senior Scientist	.09
Supervision	
RAB ANNUAL REPORT DRAFTING	.12
D.E. Konasewich	.10
D.R. Rosenberger	
RAB CHEMICAL INVENTORY	.04
D.E. Konasewich	
RAB ECOSYSTEM SCENARIOS	.20
Secretary, D.R. Rosenberger	
EXPERT COMMITTEE ON ECOLOGICAL & GEOCHEMICAL ASPECTS	.20
Secretary D.R. Rosenberger, Biologist	
EXPERT COMMITTEE ON SOCIETAL ASPECTS	.25
Secretary, A.E.P. Watson, Scientist	.15
Anticipatory Planning Workshop, Secretary, A.E.P. Watson	
EXPERT COMMITTEE ON ENGINEERING AND TECHNOLOGICAL ASPECTS	.25
Secretary, D.E. Konasewich, Scientist	.05
Subcommittee on Dredging, Secretary, D.E. Konasewich	
STANDING COMMITTEE ON AQUATIC ECOSYSTEM OBJECTIVES	.20
Secretary, M.P. Bratzel, Jr., Chemist	.05
Dissolved Oxygen Criteria, A.E.P. Watson	
TASK FORCE ON ECOLOGICAL EFFECTS OF NON PHOSPHATE DETERGENT BUILDERS	.15
Secretary, D.R. Rosenberger	

ESTIMATED STAFF TIME

TASK FORCE ON HEALTH EFFECTS OF NON NTA DETERGENT BUILDERS

Secretary, A.E.P. Watson .15

TASK FORCE ON PHOSPHORUS MANAGEMENT STRATEGIES

Secretary, W. Rast, Limmologist .50

TASK FORCE ON ENVIRONMENTAL MAPPING

Secretary, D.A. Bondy, Physical Scientist .40

JOINT COMMITTEE ON HEALTH EFFECTS

Secretary, A.E.P. Watson .15

3.44

C. D. Haffner

SECTION: WQB

ASSIGNMENTS

- Secretary, Surveillance
- Secretary, Lake Work Groups
- Secretary, Environmental Reporting
- Aquatic Biology Reporting
- Regional Office, General

ESTIMATED STAFF TIME

NAME: L. B. O'Leary
 SECTION: WQB

ASSIGNMENTS	% of TIME		
	1978	JULY 1978 to JULY 1979	
		Total	WQB RAB
Supervision	.2	.2	.2
Secretary, WQB	.6	.6	.6
Regional Office, General	.2	.2	.8 -0-
	1.00	1.00	

NAME: G. D. Haffner
 SECTION: WQB

ASSIGNMENTS	% of TIME		
	1978	JULY 1978 to JULY 1979	
		Total	WQB RAB
Secretary, Surveillance	.4	.5	.5
Secretary, Lakes Work Groups	.1	.2	.2
Secretary, Environmental Mapping	.2		
Aquatic Biology Expertise	.1	.1	
Regional Office, General	.2	.2	.7 -0-
	1.0	1.0	

NAME: D. A. Bondy

SECTION: WQB

ASSIGNMENTS	% of TIME		
	1978	JULY 1978 to JULY 1979 Total	WQB RAB
Geographic Expertise	.8		
Airborne Contamination Great Lakes			
Regional Office, General	.2	.2	
Secretary, OAS Quality Work Group	.4	.4	.4
Environmental Mapping	.4	.4	.4
Quality Control PLUARC	1.0	1.0	
Regional Office, General			
	1.0	1.0	

NAME: H. P. Bratzel, Jr.

SECTION: RAB

ASSIGNMENTS	% of TIME		
	1978	JULY 1978 to JULY 1979 Total	WQB RAB
Secretary, IC	.35	.35	.35
Secretary, RSC	.20	.20	.20
Secretary, AMSC	.05	.20	.20
Secretary, Microbiology MS	.05		
Secretary, Nutrient Objectives	.01		
Secretary, MQ Objectives of the	.01		
Upper Lakes	.23	.95	
Regional Office, General	.30	.10	
Toxic Substances Workshop		.40	.40
	1.00	1.00	.45 .20

NAME: R. E. White

SECTION: RAB

ASSIGNMENTS	% of TIME		
	1978	JULY 1978 to JULY 1979	
		Total	WQB RAB
Supervision	.09	.09	.09
Secretary, RAB	.39	.39	.39
Secretary, Data Quality Work Group	.17	.34	.34
Lab data evaluation	.13		
Quality Control PLUARG	.09 .07		
Regional Office, General	.18 .15	.18	
RAB Annual Report	1.00	1.00	
IC Upper Lakes			

NAME: M. P. Bratzel, Jr.

SECTION: RAB

ASSIGNMENTS	% of TIME		
	1978	JULY 1978 to JULY 1979	
		Total	WQB RAB
Secretary, IC	.35	.35	.35
Secretary, RSC	.20	.20	.20
Secretary, AEOC	.05	.20	.20
Secretary, Microbiology WG	.05		
Secretary, Nutrient Objectives	.01		
Secretary, WQ Objectives Ad Hoc	.01		
Upper Lakes	.23	.05	
Regional Office, General	.10	.10	
Toxic Substances Workshop		.10	.10
Regional Office, General	1.00	1.00	.65 .20

NAME: D. E. Konasewich

SECTION: RAB

ASSIGNMENTS	1978	% of TIME		
		JULY 1978 to JULY 1979		
		Total	WQB	RAB
Toxic Materials Report, App. E	.43	.04		
Secretary, Eng. & Tech. Comm.	.13	.25		.25
Sec., Subcommittee on Dredging	.04	.05		.05
Chemical Inventory	.04	.04		.04
RAB Annual Report	.13	.12		.12
IJC Upper Lakes	.13			
Regional Office, General	.10	.10		
Contaminants Program Review		.40	.44	
	1.00	1.00	.44	.46

NAME: A. E. P. Watson

SECTION: RAB

ASSIGNMENTS	1978	% of TIME		
		JULY 1978 to JULY 1979		
		Total	WQB	RAB
Sec., Societal Aspects	.16	.25		.25
Sec., Anticipatory Planning	.08	.15		.15
Sec., D O Criteria	.01	.05		.05
Sec., Great Lakes Research	.25			
Sec., Detergent Builders	.15	.15		.15
Sec., Health Effects	.25	.30	.15	.15
Regional Office, General	.10	.10		
	1.00	1.00		.75

NAME: W. E. Dryden
 NAME: D. R. Rosenberger

SECTION: Professional Services and Intergovernmental Activities
 SECTION: RAB

ASSIGNMENTS	% of TIME		
	1978	JULY 1978 to JULY 1979	
	Total	WQB	RAB
Sec., Fish Contaminants	.08	.15	.15
Sec., Ecological & Geochemical	.08	.20	.20
Sec., Ecosystem Scenarios	.24	.20	.20
Sec., Non phosphate detergent	.12	.15	.15
Expertise on fishery biology	.08	.05	
Liaison with Fisheries Commission	.09	.10	
RAB Annual Report	.09	.10	.10
IJC Upper Lakes	.12		
Regional Office, General	.10	.05	
	1.00	1.00	.65

NAME: J. L. Clark

SECTION: Professional Services and Intergovernmental Activities

ASSIGNMENTS	% of TIME		
	1978	JULY 1978 to JULY 1979	
	Total	WQB	RAB
Sec., Phosphate Work Group	.10	.10	.10
Sec., Data Interpretation NC	.02	.10	.10
Data Quality NC		.10	.10
Review computer programs	.10		
PLMR, Task C	.15		
Review data task including	.30	.10	.10
Develop methods - data	.13	.13	.13
Advice on data equipment	.05	.05	
Advice on health statistics, etc.		.01	
Regional Office, General	.15	.11	
	1.00	1.00	.65

NAME: W. R. Drynan

SECTION: Professional Services and Intergovernmental Activities

ASSIGNMENTS	% of TIME		
	1978	JULY 1978 to JULY 1979	
		Total	WQB
Supervision	0.10	.1	
Review Tech. Reports	.05		
Secretary, PLUARG	.25	.1	
Project Officer	.05		
PLUARG Tech. Reports	.05		
Models	.30	.1	
Regional Office, General	.20	.2	
Secretary, RPS		.5	.5
			.5 -0-
	1.00	1.00	

NAME: J. L. Clark

SECTION: Professional Services and Intergovernmental Activities

ASSIGNMENTS	% of TIME		
	1978	JULY 1978 to JULY 1979	
		Total	WQB
Sec., Phosphorus Work Group	.10	.10	.10
Sec., Data Interpretation WG	.02	.10	.10
Data Quality WG		.20	.20
Review computer programs	.10		
PLUARG Task C	.15		
Reviews data from jurisdiction	.30	.30	.30
Develop methods - data	.13	.13	.13
Advises on data equipment	.05	.05	
Advises on health statistics, etc.		.01	
Regional Office, General	.15	.11	
	1.00	1.00	.83 -0-

NAME: W. Rast

SECTION: Professional Services & Intergovernmental Activities

ASSIGNMENTS	% of TIME		
	1978	JULY 1978 to JULY 1979	
		Total	WQB RAB
PLUARG ACTIVITIES	.70	.30	
RAB Phosphorus Management	.10	.50	.50
Limnological Expertise	.05		
Limnological Modelling Expertise	.05	.05	
Regional Office, General	.10	.15	
Regional Office, General	1.00	1.00	.50

ESTIMATED STAFF TIME
(Technical Staff)

NAME: P. McDermott

SECTION: Professional Services & Intergovernmental Activities

ASSIGNMENTS	% of TIME		
	1978	JULY 1978 to JULY 1979	
		Total	WQB
Remedial Programs - data collection	.2	.2	
Remedial Programs - data analysis	.2	.2	
Data Quality	.3	.3	
General Technical, etc.	.2		
Regional Office, General	.1		
	1.00	.7	-0-

NAME: W. Chang

SECTION: Temporary

ASSIGNMENTS	% of TIME		
	1978	JULY 1978 to JULY 1979	
		Total	WQB
Surveillance Subcommittee			
Lake Erie Work Group	.3	.3	-0-