								W	ork Plan Sta	ffing		
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	ALL TASKS (Matched to Measurable Goals)	CORE T		ADDITION	IAL TASKS			COR	E + SELECT ADD	ITIONAL		
Best Management Practices	ALL TASKS (Matched to Measurable Goals)	(201	4)	(20	14)	Coal Prog	Coor (1FT)	Host Alb Cnty	Other-Mixe	d Tasks (1 FT)		t Intern paid)
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MCM 1 Public Education and Outreach												
	Create & Update Target Audience Worksheet	С	Yes				х		х			
	Create & Update Target Audience Map Set				Watervliet-C					Х		
1-1 Target Audience Analysis Worksheet	Collect and evaluate Public Education Measurable Goals developed by individual MS4s	С	Yes				х					
1-2 Public Employees	Identify program and material needs referenced in Measurable Goals. Budget for and coordinate, as needed, and possible.	С	Yes			х		Х				
1-2 Public Employees	See BMP 6-8 Staff Training											
	Update Coalition website (postings, Annual Reports, SWMP, events, program documents)	С	Yes				х		х			
1-3 Websites	Promote Coalition website in hard copy literature, press release, correspondence, etc.											
1 5 Websites	Convert program documents to postable format	С	Yes			Х	Х		Х			
	Manage vendor contract for hosting & maintenance	С	Yes			х		Х				
	Update or modify publications identified in individual MS4 measurable goals.	с	Yes				Х		х			
	Create and/or finalize publications identified in individual MS4 measurable goals.	С	Yes				Х		х			
1-4 Publications	Coordinate print jobs (final copy and proofs); manage payment	С	Yes			Х		Х				
	Distribute publications and track distribution at Coalition programs	С	Yes			Х			Х			
	Maintain publication inventory, orders, and distribution	С	Yes			Х			х			
	Maintain Getting To Know The Stream Next Door (GTKTSND) Project Wet Materials	С	Yes			Х			Х			
1-5 School Programs (Parks/Rec; Higher	Recruit and train others in Project Wet activities and "Creek Study" Lesson Plan											
Ed)	Conduct GTKTSND Programs, if asked (time permitting). [Requires individual MS4 measurable goal(s)-target audience identified-geographic area of concern-pollutants of concern]	с	Yes									

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		CORE T	ASKS	ADDITION	NAL TASKS			COR	E + SELECT ADD	ITIONAL		
Best Management Practices	ALL TASKS (Matched to Measurable Goals)	(201	4)	(20	014)	Coal Prog	Coor (1FT)	Host Alb Cnty	Other-Mixe	ed Tasks (1 FT)	Student In (Unpaid	
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	Use existing or adapt existing educational presentations for public venues, if asked (time permitting) or if included individual MS4 measurable goals. (Coaliton spokesperson)	С	Yes				х					
	Develop new educational presentations for public venues, if asked (time permitting) or if included				Menands-V					х		
1-6 Public Programs	individual MS4 measurable goals. (Coalition spokesperson)			Priority	Watervliet-C					Х		
	Research, price, purchase, promote, locate venue, and provide follow-up to webcast presentations.	С	Yes			х			х			
ı	Include presentation funding, material and staff in annual Coalition budget	С	Yes			х		Х	х			
	Coalition staff, interns, and volunteers participate in on-line ACCESS database trainings											
	Update ACCESS database of Coalition contacts.	С	Yes			Х			х			
1-7 List Serves	Manage and expand ACCESS database of Coalition contacts; research and include individual MS4 contacts											
	Research list serve format options; change e-mail list serve format if advised.											
1-8 Public Access TV	Review individual MS4 "3 MGs" Target Audience Analysis Worksheet and locate Public Access videos as needed.											
1-9 Mailings: Newsletters, Letters from Elected Officials												
1-10 Mailings: Utility Bills												
1-11 Kiosks, Signs, and Displays	Visit rain garden signs and based on quality of garden discuss with design and installation partners, including MS4s, the value of continued signage if performance and maintainence is lacking, Remove signage, as needed.											
1-12 Social Media	Research and test out social media options. Present to Workng Group and Board.											
	Implement social media presence on Coalition website, if desirable.											
1-13 Green Infrastructure Clinics	With Rain Garden Partners (Cornell Coop Master Gardeners, ACSWCD, MS4s w/gardens) discuss Rain Garden Clinic option. Consider how Clinic could be implemented, decide if worth pursuing. [Requires individual MS4 measurable goal(s)-target audience identified-geographic area of concern-pollutants of concern]	С	Yes			х	х					

Storm Water Management Program (v2) -	Proposed 2014 Coalition Work Plan	ın	Coal Prog Coor (A	.dm): Money mgmt		Ork Plan Stat		an Water Act. Cnty Staff : DPW, Pur,			
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MCM 2 Public involvement & Participation											
2-1 Local Stormwater Contact	Update public contact information of MS4s now posted on Coalition website.	С	Yes			х			Х		
2-2 Annual Report	Research, compile, and post Joint Annual Report, as approved by Coalition Working Group.	С	Yes			х	х		Х		
	Provide support for entering data into MS4 Web (phone call, training)	С	Yes			Х			х		
	Monitor data entry by MS4s (posted?)	С	Yes				х		х		
	Research all MS4 Web modules, applicability, and process to gather data and upload.	С	Yes				х				
	Coordinate with vendor software issues, maintenance, billing and any other issues.	С	Yes			Х		Х			
2-3 Storm Water Management Program (SWMP)	Enter Coalition SWMP data into each Coalition member account.	С	Yes			Х			х		
	Enter individual MS4 data into MS4 Web				Menands-V					Х	
				Less Priority	Watervliet-C					Х	
	Develop SWMP with and for new MS4, V of Altamont						Х				
	Assist with MS4 EPA & NYSDEC Audits as related to SWMP related doeumentation	С	Yes				Х		х		
2-4 SWMP Stakeholder Meeting	Implement as needed. high priority if requested.	С	Yes				х		Х		
	Develop Hotline Tracking Tool and distribute at Working Group meeting. [Research and adapt thie BMP to Citizen Report module on MS4 Web]	С	Yes				х		х		
2-5 Stormwater Pollution Hotline	Assemble Summary data and distribute										
2-6 Clean Up Activities	Provide Coalition members with a generic water quality message, sample "thank you for your help' note; and inventory of all Clean Up activities since 2013. Assemble data and distribute at Working Group meeting.	С	Yes				х		х		
	Inspect existing rain gardens with Partners and identify maintenance needs.										
2-7 Demonstration Rain Gardens	Discuss supplies and assist with coordinating training and/or maintenance needs.										
auto augleio	Monitor maintenance and record keeping. Monitor and record volunteer hours and post in SWMP.										
	See BMP 1-11 Kiosks, Signs, Displays With approval of Partnership, remove RG signs if no maintentance										

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Coalition and Individual MS4s	Proposed 2014 Coalition Work Plan		Auopti	-	"	Print, IT, HR, Exec Needs Supervision	c, Leg, Cmptrl. Adm n. Public Ed/Inv: Sp	Asst: Paperwork, EXC eak, Write, Organize,	EL, Access, Publisher, Inte	erest in CWA. Student Inter nterns. Technical: GPS; GIS	n: Proj Oriented, U	Unpaid, For Credit,
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	Identify best use of unpaid student interns given Coalition SWMP and resources. With Working Group identify possilbe projects, timeline, and urgency.											
2-8 Student Water Quality Related Projects	Meet with U Albany and Siena academic and administrative staff about internship pipeline and Coalition needs.	С	Yes			х	х	Х	х			
	Research County support regarding computer work stations, office area, e-mail accounts, liability issues.	С	Yes			х	х	Х	Х			
2-9 Catch Basin Storm Drain Markers or Stencils-Volunteers	Provide Coalition members with storm drain markers, if financially possible. Purchase markers.	С	Yes			х			X			
2-10 Tree Plantings	Research and inventory existing tree planting activities among Coalition members. Post these initiatives on Coaliiton website and if granted permission by sponstorinig organization, use website to solicit volunteer support.											
2-11 WAVE-Wadeable Assessments for	Research WAVE as the primary Coaliton-wide public participation activity. Consider staffing needs, supplies, timing, cost, short and long term benefits, role of individual MS4s, and overall sustainability of program.	С	Yes				х					
Volunteer Evaluators	Share information with Coalition Working Group and Board. Decide next steps.	С	Yes			х						
2-12 Watershed Troubleshooting- Stakeholder Projects	Discuss with emerging Target Audience Analysis based watershed committees, coordination needs and options, relationship to SWMP and Coaliton more generally. Monitor results as posted on MS4 Web, relationship to TMDL process, and possible financial, internship, and staffing needs. (Patroon, Krumkill, and Kromma Kill watersheds)	С	Yes				х					
MCM 3 Illicit Discharge Detection and Elimi	nation (IDDE)											
	Provide training in use of AIMS, MS4 Web, and posted storm system map layers to identify new regulatory outfalls.	С	Yes				х		Х			
	Assist Coalition members with inventory of current outfalls; identify what can be dropped or should be				Menands-V					Х		
3-1 Map Outfalls Prov Wit	added.			Less Priority	Watervliet-C					х		
	Provide Coalition members with a sample Post Construction Outfall Location Form.	С	Yes				х					
	With V of Altamont develop an Outfall Mapping plan; include time and cost estimate. Incorporate into SWMP.					Х						

								W	ork Plan Sta	ffing		
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	Coordinate Stormwater Web Mapper (AIMS) updates with vendor, Fountains Spatial.	С	Yes				х					
	As completed, collect storm system map layers from Coalition members and have them uploaded into			3 hrs	Albany-County					Х		
3-2 Coalition Stormwater Web Mapper	AIMS. These are for those storm system map layers developed post grant funding			Priority	Watervliet-C					Х		
(AIMS)	For watershed delineations known to be inter-MS4, post delineated storm sewershed boundaries on AIMS.			2 hrs	Albany-County					Х		
	Research price of new server and cost of data and software transfer of MS4 Web (CBI) and AIMS (FSI) data.	С	Yes			х		Х				
De	Decide best date (2014 or 2015) to purchase server and initiate transfer.	С	Yes			Х		Х				
	Manage budgeting and billing of FSI and CBI related services.	С	Yes			х		Х				
3-3 Enterprise GIS (Individual MS4s)												

								W	ork Plan Sta	ffing	
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Best Management Practices	ALL TASKS (Matched to Measurable doals)	(201	.4)	(20	014)	Coal Prog	Coor (1FT)	Host Alb Cnty	Other-Mixe	ed Tasks (1 FT)	Student Intern (Unpaid)
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	FOR PATROON CREEK (Includes 303d segments): With relevant MS4 staff, GPS structures , post process, edit data, organize data by MS4, delineate sewershed, integrate with previously collected			25 hrs	Albany-County					х	
	data, distribute GIS data to MS4s, and post on AIMS. [City of Albany, UAlbany, Albany County, V of Colonie, T of Colonie]			13 hrs	Albany-City					Х	
	FOR KRUMKILL (Includes 303d segments): With relevant MS4 staff, GPS structures , post process, edit data, organize data by MS4, delineate sewershed, integrate with previously collected data, distribute			25 hrs	Albany-County					х	
	GIS data to MS4s, and post on AIMS. [City of Albany, UAlbany, Albany County, Town of BethlehemNYSOGS, NYSDOT]			13 hrs	Albany-City					Х	
	FOR ANN LEE POND-Shaker Trib (303d segments): With relevant MS4 staff, GPS structures , post process, edit data, organize data by MS4, delineate sewershed, integrate with previously collected data, distribute GIS data to MS4s, and post on AIMS. [Albany County, V of Colonie, T of Colonie]			20 hrs	Albany-Cnty					X	
3-4 Storm System/Sewershed Mapping- Intermunicipal	FOR VLOMANS KILL- With relevant MS4 staff, GPS structures , post process, edit data, organize data by MS4, delineate sewershed, integrate with previously collected data, distribute GIS data to MS4s, and post on AIMS. [Town of New Scotland, Town of Bethlehem]										
	FOR CITY OF WATERVLIET-Not Dry River: With relevant MS4 staff, GPS structures, post process, edit data, organize data by MS4, delineate sewershed, integrate with previously collected data, distribute GIS data to MS4s, and post on AIMS.			Priority	Watervliet-C					х	
	FOR CITY OF COHOES-Not Salt Kill: With relevant MS4 staff, GPS structures , post process, edit data, organize data by MS4, delineate storm sewershed, integrate with previously collected data, distribute GIS data to MS4s,			7.5 hrs	Cohoes-C					Х	
	FOR ALBANY COUNTY: With relevant MS4 staff, GPS storm structures in urbanized area , post process, edit data, integrate linear data with data from contributing and receiving MS4s, incorporate into storm sewershed data, if/as available, distribute final GIS data to MS4s, and post on AIMS.			5 hrs	Albany-County					х	
_ F d	FOR INDIVIDUAL MS4s: With relevant MS4 staff, GPS newly built storm structures, post process, edit data, integrate data with any previiously mapped areas, incorporate into storm sewershed delineation data, if/as available, distribute final GIS data to MS4s, and post on AIMS.										
	FOR VILLAGE of ALTAMONT-GPS storm system structures , post process, edit data, organize data by MS4, incorporate into delineated sewersheds, integrate with previously collected data, if any, distribute GIS data to MS4s, and post on AIMS.										

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Best Management Practices		(201	·-·	Selection Details (Hrs	141	Coal Prog	Coor (1FT)	Alb Cnty		ed Tasks (1 FT) ADD'L TASKS	(Unpaid)
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	Identify those Coalition members interested in ORI field work support and develop plan to complete work, estimate costs (staff time and money), and include in Coalition budget.			Priority	Watervliet-C					х	
				30 hrs	Albany-County					Х	
	FOR INDIVIDUAL MS4s: Schedule ORI sessions with relavant MS4 staff; secure ORI Field Kit from Albany County Sewer District, as needed; complete field work; organize field work data sheets into			24 hrs	Albany-City					х	
	binders; print photos of outfalls; upload data into MS4 Web; track and correct outfall mapping on AIMS; provide interested MS4s with outfall shapefiles; download outfall report and illicit discharge report from MS4 web.				Menands-V					х	
				Less Priority	Watervliet-C					х	
	Arrange with Albany County Sewer District inventory of kits and supply needs. Budget for and purchase supplies.	С	Yes			х	х				
	Research student intern support for ORI work. Consider recruitment, management, training, costs,			6 hrs	Albany-County					х	
	and other issues.			8 hrs	Albany-City					х	
	Discuss with V of Altamont ORI process, completion plan and likely costs relative to to Coalition membership and SWMP.										
3-6 IDDE Local Law (Towns, Villages, Cities, County)											
3-7 Prohibit Illicit Discharges, Enforcement (Public Universities)											

										ffing	
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3-8 IDDE Program Procedures	For each Coalition member, as completed by Coalition members, post location of IDDE Program Procedures within MS4 on Coalition website.	С	Yes				Х		х		
3-9 Illicit Discharge Record Keeping	Provide assistance as needed for MS4 Web Training related to tracking illicit discharges.			32 hrs	Albany-City					x	
3 3 milet bischarge necora keeping	Fronte assistance as necaca for more were framing related to tracking limit disentinges.			Priority	Watervliet-C					х	
3-10 Illicit Discharge and Waste Disposal Education											
3-11 Spill Prevention and Response	Include in budget estimated revenue and expenditures associated with Coalition wide group buy of Spill Kit supplies.	С	Yes			Х		Х			
Training	Research costs, collect money, purchase items, assemble, and distribute kits in conjunction with presentation of Excal VideoSpills and Skills.	С	Yes			Х		х	Х		
MCM 4 Construction Site Runoff Control											
4-1 Construction Activity Local Law-MS4s w/ Land Use Control											
4-2 SWPPP Review Procedures (Erosion & Sediment Control)	For each Coalition member, as completed by Coalition members, post location of SWPPP Procedures within MS4 on Coalition website.	С	Yes			х	x		х		
4-3 Compliance Mechanisms-No Land Use Control MS4s											
4-4 Complaint Procedures	As they become available from Coalition members, post complaint procedures regarding erosion and sediment control of individual MS4s on Coalition website	С	Yes			Х	х		Х		
	Coalition provides and/or coordinates with other MS4s field based training in construction site inspections to include minimally 4 hr E and SC training from SWCD AND certification. [No related measurable goal in current SWMPv2]			Priority	Watervliet-C					Х	
4-5 Construction Inspection & Enforcement	Coalition staff provides construction site inspection services [No related measurable goal in current SWMPv2]				Menands-V					х	
Procedures	SWINFYZJ			Less Priority	Watervliet-C					Х	
	Coalition staff facilitates intermunicipal agreement among interested MS4s for Stormwater Management Officer (Construction Inspections) services. IMA includes language regarding training requirements. [No related measurable goal in current SWMPv2]			Priority	Watervliet-C					х	
4-6 Education-Construction Activity Procedures	As they become available from Coalition members, post location of construction activity procedures within individual MS4s on Coalition website	С	Yes			Х	Х		Х		

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4-7 Construction Site Operator Training-4 Hr	Co-sponsor with Albany County Soil and Water Conservation District two 4 Hour Constructon Site Operator Training Sessions. Track attendence, Enter data and documentation into SWMP.	С	Yes			Х			х		
4-8 SWPPP Record Keeping	Test capacity and process of entering construction activity data into MS4 Web. Coordinate additional training as needed, if interest.	С	Yes			Х			Х		
MCM 5 Post Construction Stormwater Mar	nagement										
5-1 Construction Activity Local Law-Post Construction											
5-2 Compliance Mechanisms & Post Construction Controls											
5-3 Planning Tools-Non Structural SW Management	Develop check list of green infrastructure, BSD, and LID practices and distribute to Coalition members for their use as tracking tool of GI, LID, and CSD practics included in plans or regulations.	С	Yes				х		Х		
5-4 Green Infrastructure Practices-Local Law Review & Revisions	Note: This was not included in the original proposed 2014 Work Plan as it was anticipated that this grant work would be completed by 2014. Recent delays and a possible need to revise contract with Barton and Loguidice (as oer e-mail dated 6/10/13) indicates that this work will continue into 2014. Work: Distribution of Model Local Law language to grant participants and monitoring of interest and intent of MS4s; Presentation of Final Report by B and L; submisstion of Final Report to NYSDEC.	с	Yes			х	X	х	х		
5-5 SWPPP Review Procedures (Post Construction Controls)	As they become available from Coalition members, post location of SWPPP review procedures on Coalition website	С	Yes			Х	Х		Х		
5-6 Municipal, Zoning, Planning Board	Organize and track attendence of municipal, zoning, and planning board members at Green Infrastructure Tour and Stream Daylighting presentation. (GRANT)	С	Yes			Х	х	Х	Х		
Training-Coalition (BSD, LID)	Develop Stream Daylighting presentation and integrate program with hands on AIMS related training at publicly funded Technology Training Labs (County, Public Schools and Universities). (GRANT)	С	Yes			х	х	Х	х		
5-7 Municipal, Zoning, Planning Board Training-Not Coalition (BSD, LID)	Provide green infrastructure training information to Coalition members at Working Group meetings.	С	Yes			Х					

Storm Water Management Program (v2) -									ork Plan Sta			Chill Down D
Coalition and Individual MS4s	Proposed 2014 Coalition Work Plan		Adopte	ed 2014 Work Pla	ın	Print, IT, HR, Exec Needs Supervision	, Leg, Cmptrl. Adm . Public Ed/Inv: Sp	Asst: Paperwork, EXC eak, Write, Organize,	EL, Access, Publisher, Inte	Requires Knowledge of Cle erest in CWA. Student Inter nterns. Technical: GPS; GIS	n: Proj Oriented, U	Jnpaid, For Credit,
	ALL TASKS (Matched to Measurable Goals)	CORE T	ASKS	ADDITION	NAL TASKS			COR	E + SELECT ADD	ITIONAL		
Best Management Practices	ALL TASKS (Watched to Weasurable Goals)	(201	4)	(20	14)	Coal Prog	Coor (1FT)	Host Alb Cnty	Other-Mixe	d Tasks (1 FT)		t Intern paid)
best management ractices	KEY: Core (Yellow); Add'l Staff Needed (Green); Drop or Not Applicable to Coalition Staffing (Pink)	Core Item	Adopted	Selection Details (Hrs Requested; Priority? Other)	For Which MS4s?	Adm	Prog	Host Alb Cnty	CORE (Adm & Prog Asst)	ADD'L TASKS (As Selected By Ind MS4s)	CORE & PROG (Asst)	ADD'L TASKS (Asst)
5-8 Inventory-Post Construction Practices	SEE BMP 3-4 Storm System Mapping. FOR INDIVIDUAL MS4s: With relevant MS4 staff, GPS newly			10 hrs	Albany-County					х		
	built storm structures, post process, edit data, integrate data with any previiously mapped areas, incorporate into storm sewershed delineation data, if/as available, distribute final GIS data to MS4s,			8 hrs	Albany-City					Х		
	and post on AIMS.			Priority	Watervliet-C					Х		
5-9 Operations and Maintenance												
5-10 Banking and Credits-W'Sheds												
5-11 Post Construction Maintenance- Resources												
5-12 Post Construction Practices-Reporting	Test capacity and process of entering post construction practice information into MS4 Web. Coordinate additional training as needed, if interest.			Priority	Watervliet-C							
5-13 Impaired Waters (TMDLs)	Task List under development. Monitor completion.	С	Yes			Х			Х			
MCM 6 Pollution Prevention/Good Housek	eeping for Muni Operations											
6-1 Inventory-Municipal Facilities and Operations	INDIVIDUAL MS4s: Coalition staff provides map of municipal facilities within MS4; posts on AIMS;			8 hrs	Albany-City					X		
	provides for Indivdiual MS4 digital data set and hard copymap of all facilities. [Not a measurable goal in current SWMPv1]				Menands-V					х		
				Priority	Watervliet-C					Х		
	INDIVIDUAL MS4s: Coalition staff schedules with relevant MS4 staff X # of facility audits; Coalition			16 hrs	Albany-City					Х		
	conducts audit; writes report; GPS locates facility storm structures; post process GPS data; incorporates into Facility Audit Report,, to include hard copy map of facility; enters facility storm system data ino MS4 Web; schedules meeting with Faciltiy staff and Individual MS4 Coordinator; present audit results; to record and track progress, schedules follow up session with Facility.			Less Priority (6 Facilities)	Watervliet-C					х		
	Coaliton coordinates and Coalition members assist with Facilty Audit training			4 hrs	Albany-City					Х		
				Priority	Watervliet-C					Х		
6-3 Stormwater System Maintenance-Catch Basins												
6-4 Road Maintenance-Sweeping (Streets & Parking Lots)												

								W	ork Plan Sta	ffing	
Storm Water Management Program (v2) - Coalition and Individual MS4s	Proposed 2014 Coalition Work Plan		Adopte	ed 2014 Work Pla	ın	Print, IT, HR, Exec Needs Supervision	, Leg, Cmptrl. Adm . Public Ed/Inv: Sp	Asst: Paperwork, EXC eak, Write, Organize,	EL, Access, Publisher, Inte	erest in CWA. Student Inter	an Water Act. Cnty Staff : DPW, Pur, n: Proj Oriented, Unpaid, For Credit, ; Field Work, ORI & Track Down;
	ALL TASKS (Matched to Measurable Goals)	CORE T	ASKS	ADDITION	NAL TASKS			COR	E + SELECT ADDI	TIONAL	
Best Management Practices	ALL TASKS (Matched to Measurable duals)	(201	.4)	(20	14)	Coal Prog	Coor (1FT)	Host Alb Cnty	Other-Mixe	d Tasks (1 FT)	Student Intern (Unpaid)
Sectional agencies in actions	KEY: Core (Yellow); Add'l Staff Needed (Green); Drop or Not Applicable to Coalition Staffing (Pink)	Core Item	Adopted	Selection Details (Hrs Requested; Priority? Other)	For Which MS4s?	Adm	Prog	Host Alb Cnty	CORE (Adm & Prog Asst)	ADD'L TASKS (As Selected By Ind MS4s)	CORE & PROG (Asst) ADD'L TASKS (Asst)
6-5 Pesticides and Herbicides Local Laws/Guideline (Use & Notification)	Monitor measurable goal and post local law information on Coalition website within member page as it is becomes available.	С	Yes			х	Х		Х		
6-6 Pest Management (IPM Plans, Policies, and Procedures)											
6-7 Pesticides, Herbicides, Fertilizers, and Other Chemicals-Records											
6-8 Household Hazardous Waste Disposal	Collect annual HHD, Electronic Waste Collection, and Recycling Data. Summarize, share with Coalition members, then post in MS4 Web.	С	Yes				Х		Х		
	Training priorities (ranked): 1) Grant funded Stream Daylighting; Stormwater Drainage Workshops; 2) MS4 Web, On Call and Construction; Post Construction; Facility modules; 3) Spill Response w/ Kits; 4) ORI and Storm System Mapping; 5) Multi-Sector General Permit. Indivdiual MS4s identify need and track participation by their staff.										
6-9 Staff Training	Coalition coordinates these training events as prioritized by Coalition members	С	Yes			х	Х	Х	Х		
	Coalition develops and produces training events as prioritized by Coalition members				Menands-V					Х	
	contact of products that may be contact of products of			Priority	Watervliet-C					Х	
	Obtain MSGP database and share with Coalition members. Organize and map location of permitted sites by storm sewershed or watershed boundary, depending on availabiltiy.			Priority	Watervliet-C					Х	
6-10 NYSDEC Multi Sector Permit (MSGP)	Organize presentation with NYSDEC of MSGP. Purpose to help MS4s assess oversight of and best approach for integrating MSGP into their own MS4 Permit compliance.			Priority	Watervliet-C					Х	
6-11 Conveyance System Upgrades-Green Infrastructure											

Storm Water Management Program (v2) - Coalition and Individual MS4s	Proposed 2014 Coalition Work Plan									ffing : Requires Knowledge of Cle erest in CWA. Student Inter Interns. Technical: GPS; GIS	n: Proj Oriented, U	Inpaid, For Credit,
	All TASKS (Sandring London Sandring Control	CORE 1	ASKS	ADDITION	IAL TASKS			COR	E + SELECT ADD	ITIONAL		
Best Management Practices	ALL TASKS (Matched to Measurable Goals)	(201	14)	(20	14)	Coal Prog	Coor (1FT)	Host Alb Cnty	Other-Mixe	ed Tasks (1 FT)	Student (Unp	
best Management Fractices	KEY: Core (Yellow); Add'l Staff Needed (Green); Drop or Not Applicable to Coalition Staffing (Pink)	Core Item	Adopted	Selection Details (Hrs Requested; Priority? Other)	For Which MS4s?	Adm	Prog	Host Alb Cnty	CORE (Adm & Prog Asst)	ADD'L TASKS (As Selected By Ind MS4s)	CORE & PROG (Asst)	ADD'L TASKS (Asst)
MCM 7 Stormwater Program Management												
	Prepare and conduct 12 Working Group meetings (Agenda, Reseach, Follow-Up, Copying)	с	Yes			Х	Х	Х	Х			
	Prepare for Coalition staff meeting and monitor staff tasks and overall performance	С	Yes									
	Prepare 5 Board Meetings (Agenda, Minutes, Research, Public Notice, Coordinaton w/ Chair, Coordination w/Host, Follow-Up, Posting)	С	Yes			Х	Х	Х	Х			
	Submit Quarterly NYSDEC Grant Reports, MWBE Quarterly Reports, Final Grant Report, Vouchers, County/Grant Budgeting, Invoice Processing, and Trouble Shooting.	С	Yes			Х	х	х	х			
	Prepare Coalition Budget for Approval by Coaliton Board and County, Management and Budget and Legislature. Address Reserve issues.	С	Yes			Х	Х	Х	Х			
	Process Year End Forms for County Comptroller's office and Budget Close Out.	С	Yes			Х		х				
7-1 Stormwater Coalition Management	Manage with County Dept of Human Resources; County Civil Service; County Affirmative Action Officer; and DPW Payroll Liaison hiring process of Coalition employees.	С	Yes			х		Х				
	Initiate and coordinate budget transfers and/or legislative approvals, with County Management and Budget and Legislature	С	Yes			х		х				
	Prepare and present a Coaliton Work Plan to Board, matched to Coalition Budget.	С	Yes			X	х					
	Manage, with DPW staff and others, Coaliiton purchases, including requisitions, pricing, purchase orders, contracts as needed (Law Dept, Management and Budget, and Contract Review Board), invoices, packing slips, and other issues, if necessary.	С	Yes			Х		х				
	Market AIMS service to interestsd users, Pitch product, submit invoices, process checks, troubleshoot user issues, secure and protect revenue within Coaltion accounting process. [No measurable goal in SWMPv2]											
	Coordinate GPS equipment and GIS software rentals with Coalition members. Develop and mail invoices, process checks, troubleshoot issues, secure and protect revenue within Coaltion accounting process. [No measurable goal in SWMPv2]											
7-2 Local MS4/Municipal Management	Coalition Program Coordinator provides meeting facilitation services for Individual MS4s organizing inter-departmental and/or inter-departmental w/ TDE meetings internal within their MS4s. Purpose: explain SWMP Goals, evaluate progress, troubleshoot problem areas, and enhance coordination internally within the MS4 and between Coalition and Individual MS4s. [No measurable goal in SWMPv2]			Priority	Watervliet-C					х		
7-3 Coalition Regroup-Regulatory Realities	Provide for Coalition members current information from EPA, NYSDEC, and other sources information regarding regulatory and industry trends related to stormwater management. Venue is Working Group meetings.	С	Yes				х					