

Division of Environmental Assessment and Restoration



DIVISION OF ENVIRONMENTAL
ASSESSMENT AND RESTORATION
Florida Department of
Environmental Protection

Business Plan FY 2020-21
Version 21.0

Executive Summary

The **Division of Environmental Assessment and Restoration** (DEAR) is responsible for monitoring and assessing Florida's surface water and groundwater quality; identifying, verifying, and prioritizing pollution problems; developing strategies to resolve pollution problems; and partnering with local stakeholders to implement comprehensive restoration strategies. The department's laboratory is housed in DEAR and is integral to fulfilling the division's responsibilities and supporting other department programs and objectives. In summary, DEAR:

- Develops and adopts Florida's surface water quality standards;
- Monitors and reports on surface water and groundwater quality;
- Assesses rivers, lakes, estuaries, and springs to identify pollution problems;
- Adopts scientific water quality restoration targets, known as Total Maximum Daily Loads (TMDLs);
- Develops and implements Basin Management Action Plans (BMAPs) in concert with local stakeholders to achieve water quality restoration targets;
- Promotes stakeholder-driven reasonable assurance plans and other straight-to-implementation approaches;
- Provides the department and other resource agencies with the highest quality laboratory services available; and
- Provides technical support to the department and the public regarding appropriate methods for water quality analysis and data quality assurance (QA).

The following programs work in concert to meet DEAR's responsibilities for assessment and restoration of Florida's water resources:

- Water Quality Monitoring;
- Water Quality Evaluation and TMDLs;
- Water Quality Restoration;
- Water Quality Standards;
- Watershed Services; and
- Chemistry, Biology, and Scientific Support Programs.

DEAR is budgeted at \$50.1 million in the state fiscal year (FY) 2020-21 General Appropriations Act, which reflects a continued significant increase in fixed capital outlay (FCO) TMDL funding. As a result, the division's FY 2020-21 budget is supported by trust funds (99.99 %) and general revenue (0.01 %). The budget funds 199 full-time equivalent (FTE) and 52 other personnel services (OPS) positions.

DEAR has established 38 milestone-based goals along with 18 performance-related targets for its programs to accomplish during FY 2020-21. All of the division's goals support one or more of the department's strategic goals and objectives, and all are critical to water quality restoration. The division holds itself accountable to:

- Update Florida's water quality standards to better protect human health and aquatic life;

- Complete or draft comprehensive water quality assessments for Florida's basins as part of its continuous assessment cycle;
- Draft and propose water quality restoration targets as part of TMDLs or TMDL alternatives;
- Adopt and advance BMAPs to protect and restore South Florida waters, Outstanding Florida Springs, and other impaired waters;
- Add and refine cutting-edge laboratory techniques to analyze pollutants, assess environmental conditions, and identify pollutant sources, all while continuing to minimize costs and provide optimal support to department programs; and
- Successfully implement the division's comprehensive water quality database— offering training and support to data providers, enabling public access to water quality data, and planning for inclusion of continuous monitoring data.

DEAR has established an array of performance metrics to measure the progress of water quality restoration across Florida. These include monitoring statewide water quality status and trends and the outcomes of DEAR's water quality assessment process. The division also tracks the adoption of site-specific TMDLs or TMDL alternatives to set restoration targets for those impaired waters that do not meet standards. Other metrics illustrate the expanding coverage of BMAPs and the water quality improvements associated with their implementation. Finally, the division measures the timeliness and quality of laboratory services critical to the department and our external clients.

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Mission, Vision, and Values

The fundamental **mission** of the Florida Department of Environmental Protection (DEP) is to protect, conserve, and manage the state's natural resources and enforce its environmental laws. The department's **vision** is to advance Florida's position as a world leader in protecting natural resources while growing the state's economy.

In pursuing its mission and vision, the department adheres to the following **values**.

- **Leadership.** Serve as an example of how to protect natural resources and economic vitality while adhering to the integrity of our shared vision.
- **Integrity.** Operate ethically, honorably, and respectfully.
- **Accountability.** Accept personal ownership for our actions and responsibilities.
- **Communication.** Operate transparently, sharing information frequently and honestly.
- **Innovation.** Seek innovative ways to improve operations and scientific achievements.
- **Service.** Serve Florida, its environment, the public, stakeholders, and each other.

The Secretary has established five **strategic goals** to achieve the department's vision.

- **Coastal Resiliency.** Florida has the most advanced coastal resiliency program in the nation—our communities are prepared for sea level rise; we have the most advanced coral management system; and our beaches flourish, protect local communities, and allow the public to experience the most iconic beaches in the world.
- **Everglades Restoration.** Florida has the largest and most successful restoration program on the planet to restore America's Everglades and its estuaries.
- **Prized Properties.** Florida is a national leader for conservation stewardship through strategic acquisitions and recreational networks.
- **Water Sustainability.** Florida has the most advanced water protection programs in the nation. Quality—Florida is the best at preventing pollution from entering waters; Florida has the best tools to restore impacted waterways. Quantity—Florida has the best tools to ensure future water supply needs to sustain our communities and ecosystems.
- **OneDEP.** The department ensures solutions, resources, and ideas are shared to advance its mission to protect, conserve, and manage Florida's natural resources.

Water and natural resources are the foundation of Florida's communities, economy, and way of life. The department is committed to **achieve more, now**—to work together with all to protect, conserve, and restore Florida's waters. The division fully supports this effort, and has established priorities, goals, and targets to achieve **cleaner water, faster**.

Client Services

The **Division of Environmental Assessment and Restoration** is charged with protecting, maintaining, and improving the quality of state waters for domestic, agricultural, industrial, recreational, and other beneficial uses, such as providing high quality supplies of potable water and an environment conducive to the propagation of fish and wildlife.

In executing its responsibilities, DEAR serves three primary clients:

The Public. The public expects DEAR to use every resource at its disposal to safeguard the state's water resources. The public is entitled to responsiveness, respect, professional treatment, and reliable information. Services provided include:

- Easily accessible information on issues important to the public such as [algal bloom status updates](#); [reporting of new algal blooms](#); [impaired waters, TMDLs, and BMAPs](#); [springs restoration](#); watershed management ([Basin411](#)); and [water quality standards](#);
- Water quality data through the department's interactive water quality data portal and through the division's [Watershed Information Network \(WIN\) data repository](#);
- [Interactive report cards](#) for the status and trend monitoring networks, which characterize the overall quality of Florida's waters;
- Periodic review and revision of the state's water quality standards as part of the Clean Water Act's triennial review process;
- Technical assistance to stakeholders on the development and implementation of site-specific alternative criteria (SSAC);
- Laboratory services, including information on sampling and analytical methods, laboratory analyses, QA protocols, data management strategies, and laboratory certification processes (all of which is available on the [DEP Laboratory's website](#), along with a directory of certified laboratories); and

Basin Stakeholders. DEAR has a responsibility to serve those affected by its decisions and actions, which are made and performed to protect and restore regional basins and watersheds. Stakeholders include local governments, businesses, industrial and agricultural interests, and local residents. Each individual basin has unique water quality problems that affect varied and often competing stakeholder interests. The demands for responsiveness, professional treatment, reliable information, responsible science, sound public policy, and a level playing field must be managed according to the unique circumstances that exist from basin to basin. Services provided include:

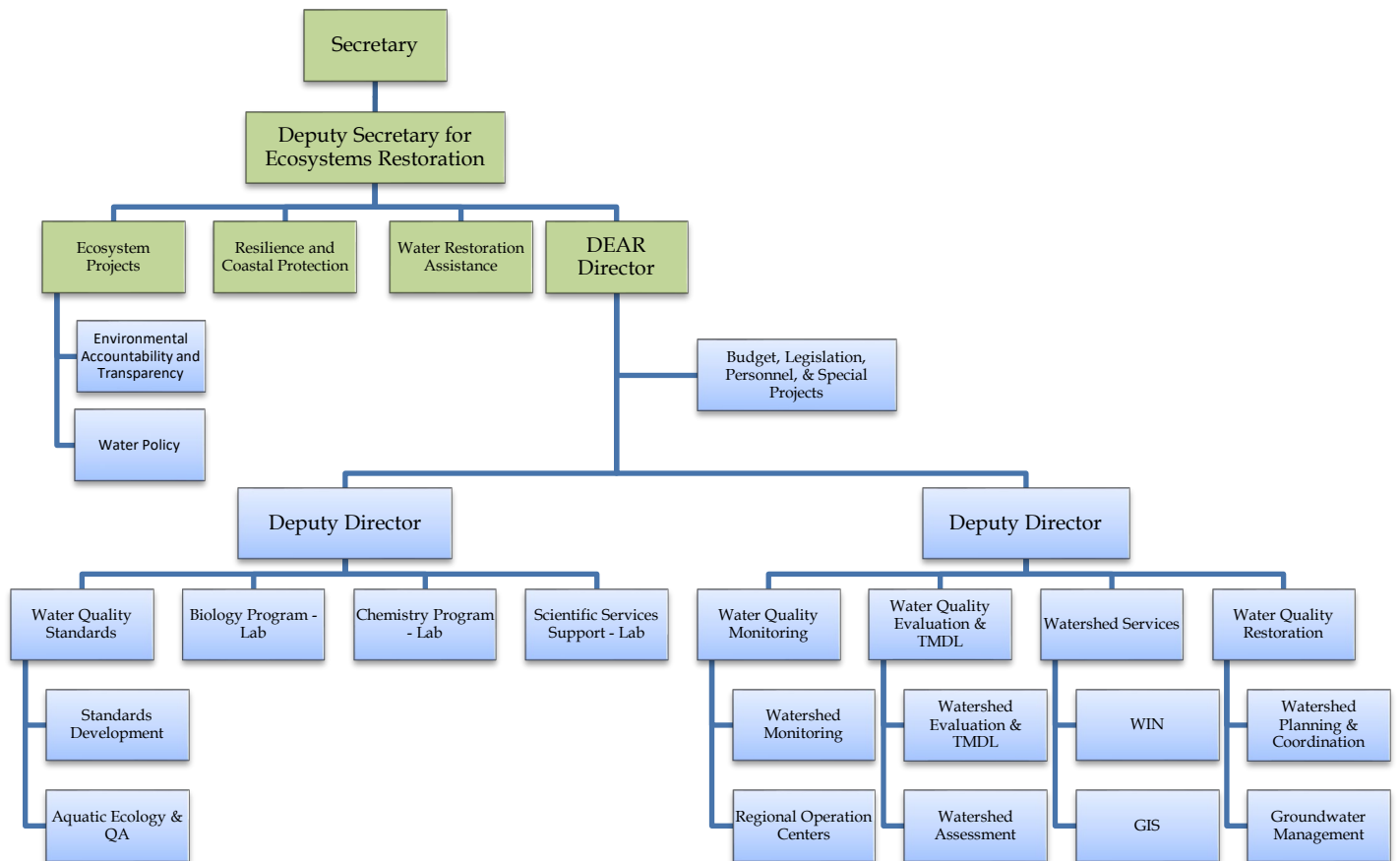
- Water quality data through [WIN](#) and the Storage and Retrieval (STORET) database application – [WIN Advanced View and Extraction System \(WAVES\)](#) and [STORET Public Access \(SPA\)](#);
- Information on [impaired waters](#), including the assessment process, current and historical lists of impairment decisions, strategic monitoring plans, and data used in the assessment and listing processes;
- Draft and final [TMDL](#) documents and other related information detailing water quality restoration targets for impaired waterbodies;

- Review of water quality based effluent limitations (WQBELs) and mixing zones for entities discharging wastewater to state surface waters;
- [Restoration](#) plans, notices, and documents, including an [annual statewide report](#) detailing the projects, actions, schedules, and costs associated with restoring impaired waterbodies;
- Technical assistance regarding [data QA](#)—including training on environmental sampling and data evaluation, maintenance of field [standard operating procedures](#) (SOPs), and approval of [alternative and modified methods](#)—so that data collected by basin stakeholders can be used by the department; and
- In coordination with the Division of Water Restoration Assistance, information on [financial assistance](#) for local governments and others to build water quality restoration projects and to implement management strategies in priority watersheds.

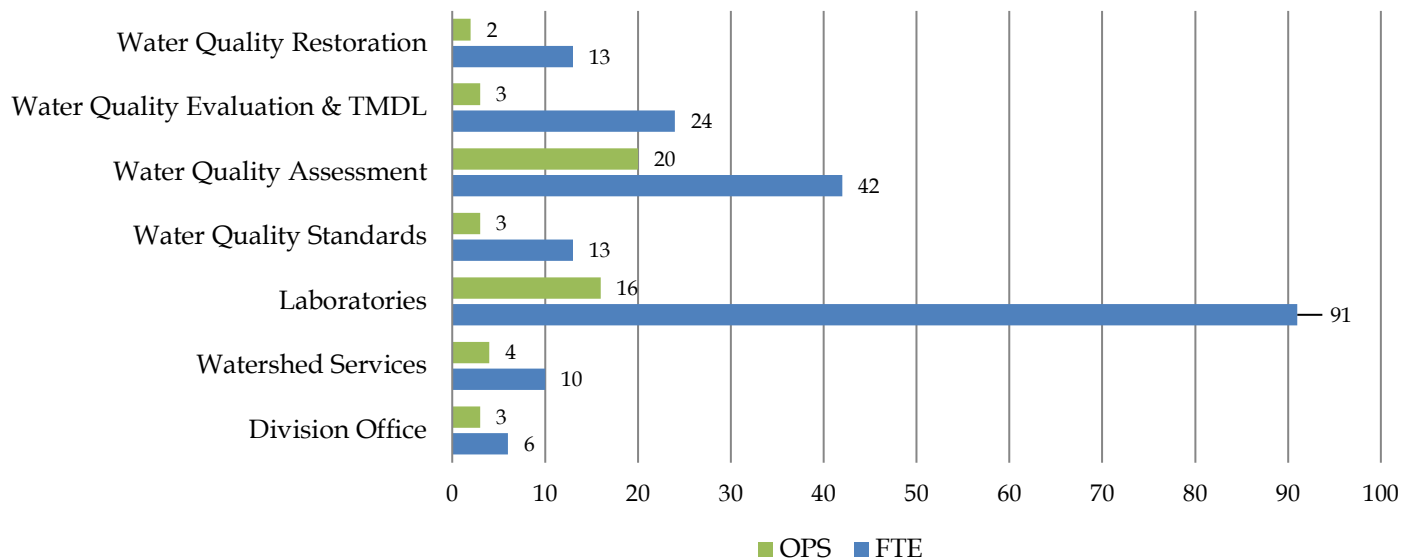
Public Officials. Whether in response to the Governor or Cabinet, members of the Florida Legislature, other state agencies, local governments, the U.S. Congress, or the U.S. Environmental Protection Agency (EPA), DEAR must respond promptly and professionally with reliable information and wise public policy recommendations based on high-quality science. Services provided include:

- Water quality data through WIN and SPA;
- Laboratory services, including information on sampling and analytical methods, laboratory analyses, QA protocols, data management strategies, and laboratory certification processes;
- Water quality reports, including the biennial "Integrated Water Quality Assessment for Florida," current and historical versions of which are available on the division's [website](#); and
- Periodic reports to the Governor and Legislature on the status of activities the division undertakes to protect Florida's waters, including an annual statewide report detailing the projects, actions, schedules, and costs associated with restoring impaired waterbodies.

Organizational Structure



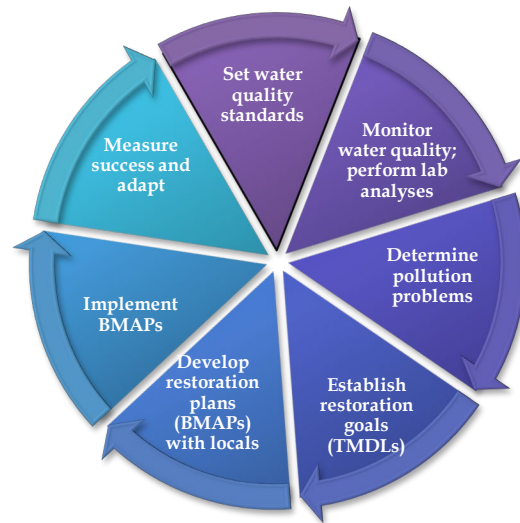
DEAR Staffing 2020-21



Based on the 2020-21 General Appropriations Act, DEAR has 199 FTE and a budget that supports 51 OPS positions.

Program Descriptions

The watershed management cycle illustrates how DEAR's programs work together through a continuous, adaptive process of evaluation and management of Florida's water resources—building an increasingly sophisticated understanding of surface water and groundwater resources. It also illustrates how this understanding leads to meaningful actions focused on protecting and restoring the state's waters.



Water Quality Standards Program

- Develops, adopts, and updates Florida's water quality standards (i.e., criteria, classifications, antidegradation policy, and moderating provisions);
- Evaluates petitions for reclassifications, designation of Outstanding Florida Waters (OFW), and SSAC;
- Trains staff and outside parties on environmental sampling methods and provides technical support on the design of biological studies to petitioners for reclassification, OFW designation, and SSAC;
- Coordinates the department's bioassessment program through developing methods, providing training, and writing implementation guidance.
- Provides technical support for the review of Level I and II water quality based effluent limitations (WQBEL);
- Conducts water quality and bioassessment studies to support water quality criteria development; and
- Manages the department's QA program, which includes assisting other programs with implementation of the department's QA directive, reviewing alternative method requests, and coordinating the department's quality management plan.

Water Quality Monitoring Program

- Monitors statewide surface and groundwater quality through status and trend networks;
- Collects water quality data for site-specific assessments;
- In conjunction with the laboratory, responds to algal blooms, wastewater spills, and other events affecting water quality and public health, which require accurate sampling data and scientific assessment; and

- Collaborates with watershed partners to establish and maintain a monitoring coordination group (the [Florida Water Resources Monitoring Council](#)).

Water Quality Evaluation and TMDL Program

- Assesses water quality to determine those waters that are impaired (i.e., do not meet water quality standards) and those waters requiring additional data or further evaluation, including pollutant source tracking;
- Prioritizes development of TMDLs (water quality restoration targets);
- Evaluates and models pollutant inputs to impaired waterbodies from all sources;
- Develops and adopts by rule TMDL targets for impaired waterbodies, and establishes nutrient TMDLs as site specific interpretations of the narrative nutrient criteria; and
- Coordinates with stakeholders to develop reasonable assurance plans and other pollution control mechanisms in lieu of TMDLs and BMAPs.

Water Quality Restoration Program

- Develops, adopts, and implements BMAPs (water quality restoration plans);
- Conducts regular reviews of BMAP implementation progress; adaptively manages and updates BMAP requirements;
- Supports local water quality initiatives through collaboration and technical assistance;
- Reviews and promotes state-of-the-art best management practices to improve water quality; and
- Assists the Division of Water Restoration Assistance with reviewing and prioritizing water quality restoration projects.
- Develops restoration plans for freshwater springs and related groundwater resources.

Watershed Services Program

- Secures and manages non-regulatory water quality data for the state through the WIN and Florida STORET data repositories;
- Manages the analysis, design, construction, and implementation of the planned phases of WIN;
- Manages, edits, analyzes, and depicts geospatial data for use by DEAR, other divisions, and other agencies;
- Serves as Florida's steward of the U.S. Geological Survey (USGS) National Hydrography Dataset (NHD), which helps provide a comprehensive assessment of surface waters across the country;
- Coordinates the division's data management initiatives; and
- Manages the searchable database of Florida monitoring activities ([Water-CAT](#)).

DEP Laboratory

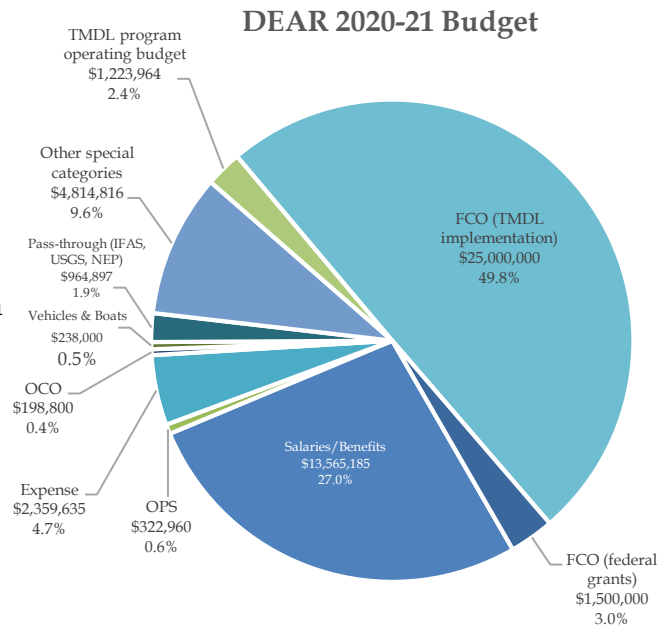
- Performs chemical and biological analyses for the department, water management districts, and other state and federal agencies, including the U.S. Department of Homeland Security;

- Develops and validates analytical methods to support regulatory and resource management decisions and policy development;
- Performs scientific study design, technical document development and review, and statistical and narrative interpretation of environmental data;
- Performs field sampling for various department initiatives;
- In conjunction with the water quality monitoring program, provides accurate data analysis and scientific assessment of algal blooms, wastewater spills, and other events affecting water quality and public health; and
- Implements actions associated with the national Environmental Response Laboratory Network.

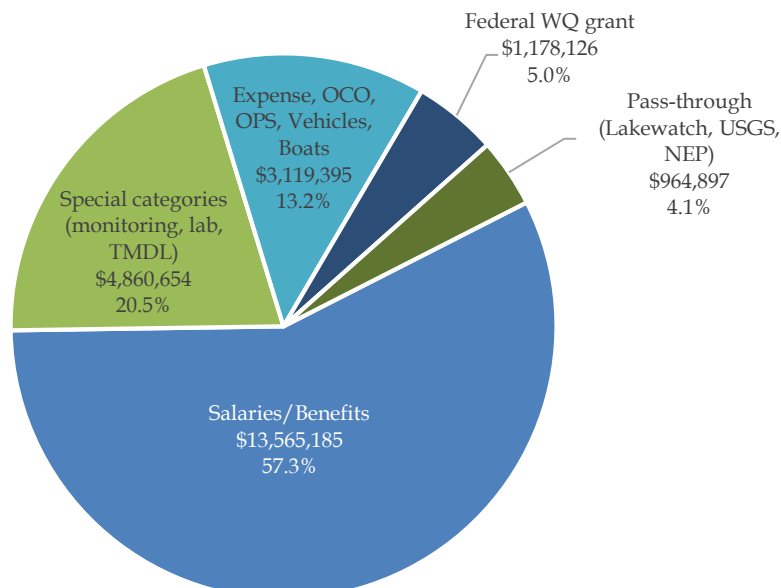
Budget Overview FY 2020-21

DEAR's operating budget varies from year to year. The operating budget for FY 2020-21 is similar to last fiscal year. DEAR's total budget for 2020-21 increased significantly following an increase in FCO TMDL funding, appropriated from general revenue. As a result, approximately half the division's total budget comes from Land Acquisition Trust Fund for FY 2020-21.

- The total budget for DEAR is \$50.1 million.
- Salaries and benefits represent 27% of DEAR's total budget and 57% of the operating budget.
- DEAR's operating budget includes nearly \$1 million directly transferred to other entities.
- DEAR's operating budget also includes \$5 million in special category funds, much of which underwrites laboratory services to other divisions and outside entities.
- DEAR manages \$200 million in grant funding to restore impaired waters by monitoring and assessing water quality, setting scientific water quality restoration goals, and guiding the implementation of the projects and actions set forth in adopted Basin Management Action Plans.
- The budget comprises 53% FCO and 47% operating funds.
- 99.99% of DEAR's total budget comes from Trust Funds and 0.01% from General Revenue.



DEAR 2020-21 Operating Budget Appropriations



Division Objectives, Measures, and Key Performance Indicators

Division Objective – What is to be achieved or measured by this division goal?

Division Measure – What are the specific actions to be done to achieve the objective?

Key performance indicator (KPI) – What is the metric or indicator used to evaluate the success of the measure?

Target – What is the performance target for the KPI, and how frequently is progress measured against it – annually (A), quarterly (Q), or quarterly year-to-date (Q, YTD)?

Goal Number	Division Objective	Division Measure	Key Performance Indicator (KPI)	Target	Due Date
Division					
DEAR1	Complete milestones from the division's business plan to further its mission of assessment and restoration	Business plan milestones met	Percent of milestones met	90% (Q,YTD)	Quarterly measure
DEAR2	Publish DEAR Tracker web-based application	Develop a scope of work to provide to the OTIS RFQ for the DEAR Tracker business analysis	Timely completion	Milestone	12/31/2020
DEP Laboratory					
LABS1	Maintain 95% of sample analyses completed timely	Complete sample analyses per SOP	Percent of sample analyses completed timely	95% (Q)	Quarterly measure
LABS2	Maintain 95% of event reports completed timely	Prepare event reports per SOP	Percent of event reports transmitted	95% (Q)	Quarterly measure
LABS3	Verify cost savings of in-house analytical work compared to procuring analyses for identical work through private sector labs	Compare average private sector price of analyses to that of in-house analyses currently performed by the DEP Laboratory	Average cost savings of performing the work in house	40% (A)	Annual measure
LABS4	Minimize the costs associated with providing laboratory services to department programs	Conduct business analysis to determine which laboratory services are best procured from the private sector and which are best retained in-house; consider both the cost and the level of service needed to support program objectives; establish overflow services with private sector laboratories optimized for those analyses where there is a cost savings to the department and where the level of service is appropriate to serve program objectives; document costs saved by establishing overflow services	Timely completion	Milestone	6/30/2021

Goal Number	Division Objective	Division Measure	Key Performance Indicator (KPI)	Target	Due Date
LABS5	Expand services as necessary to provide optimal support to department programs	Expand and optimize in-house analytical capabilities and procure additional services through overflow contracts where that option is more cost effective; document number of new or enhanced analyses available to customers	Timely completion	Milestone	6/30/2021
LABS6-1	Implement a plan to enhance robustness and security of laboratory data	Evaluate existing data quality and data management systems, and identify weaknesses; implement through existing laboratory QA program	Timely completion	Milestone	6/30/2021
LABS6-2	Implement a plan to enhance robustness and security of laboratory data	Continue to develop statewide biological database (SBIO2) taxa maintenance module to enter and build full phylogeny for new taxa that are not currently present in the master list acquired from the Integrated Taxonomic Information System. Incorporate a means for ensuring alignment with the EPA Water Quality Exchange (WQX) taxa lists to facilitate export of taxonomic data from SBIO2 to the WQX	Timely completion	Milestone	3/31/2021
LABS6-3	Implement a plan to enhance robustness and security of laboratory data	Develop SBIO2 module to replace the stream characterization index (SCI)/habitat assessment registry currently administered by the Water Quality Standards Program and maintained on legacy active server pages (ASP) web pages, including incorporation of the current SBIO2 Collector maintenance. Create a new web page with search function to replace the current ASP	Timely completion	Milestone	12/31/2020
LABS7-1	Achieve excellent level of performance on annual customer satisfaction survey	Perform lab duties at an excellent level of service; send lab customers an annual satisfaction survey rating lab performance as excellent, good, or poor; achieve excellent or good ratings	Percent excellent or good ratings on customer survey	97% (A)	Annual measure
LABS7-2	Achieve excellent level of performance on annual customer satisfaction survey	Respond to requests for additional support by named customer satisfaction survey respondents	Timely completion	Milestone	6/30/2021
Water Quality Monitoring Program					
WQMP1	Implement the status and trend monitoring networks	Monitor, assess, and report on the water quality of water resources, meeting milestones outlined in the monitoring design document	Percent of monitoring completed	95% (Q)	Quarterly measure
WQMP2	Submit biennial Integrated Water Quality Assessment for Florida report	Develop comprehensive plan (including scope of work, timeline, required resources, approach, and team members) and receive approval from Deputy Director	Timely completion	Milestone	12/31/2020

Goal Number	Division Objective	Division Measure	Key Performance Indicator (KPI)	Target	Due Date
WQMP3	Maintain bioassessment proficiencies appropriate for each regional operations center (ROC) through training, passing audits for certification, and online testing	Promote continuous education and training opportunities, with remedial action when needed	Percent of employees with 3 or more years of experience who have been trained	100% (A)	Annual measure
WQMP4	Maintain proficiency and train employees in water quality sampling techniques through participation in the Water Quality Sampling Apprenticeship Program	Promote continuous education and training opportunities, with remedial action when needed	Percent of employees with 6 or more months of experience who have been trained	100% (A)	Annual measure
Water Quality Evaluation and TMDL Program					
WQETP1-1	Implement Statewide Biennial Assessment	Complete 50% of assessments for statewide draft lists Or Develop Group 3 basin assessment lists and have draft lists ready for internal review as part of the overall statewide basin assessment	Timely completion	Milestone	11/30/2020
WQETP1-2	Implement Statewide Biennial Assessment	Develop statewide draft assessment lists and have draft lists ready for internal review	Timely completion	Milestone	5/31/2021
WQETP1-3	Implement Statewide Biennial Assessment	Hold public meetings /webinars, finalize statewide assessment lists based on public comments, and prepare adoption package for DEP Secretary	Timely completion	Milestone	5/31/2022
WQETP2	Perform monitoring as scheduled in the strategic monitoring plans	Monitor waterbodies to support impaired waters assessments; collect data sufficient to meet program requirements following the Impaired Waters Rule methodology	Percent of monitoring completed (for calendar year 2020)	Water quality samples: 80% completion; Bioassessment samples: 50% completion (A)	Annual measure
WQETP3	Deliver data to EPA to meet CWA requirements	Develop data management processes to upload impaired waters assessment information to the EPA ATTAINS system	Timely completion	Milestone	3/31/2021

Goal Number	Division Objective	Division Measure	Key Performance Indicator (KPI)	Target	Due Date
WQETP4	Develop TMDLs, write TMDL not needed documents, set restoration targets, or provide support for alternative restoration plans	Present Notice of Proposed Rule packages to Secretary; or provide briefing on final status of TMDL alternatives; or document TMDLs not needed	Number of waterbodies addressed	16 (A)	6/30/2021
WQETP5	Organize and store modeling files and other TMDL records	For all projects completed within the past four years, store completed modeling files in cloud-based repository according to the SOP	Timely completion	Milestone	6/30/2021
WQETP6-1	Design and implement water quality target development process	Develop and document interim water quality targets for two project areas	Timely completion	Milestone	9/30/2020
WQETP6-2	Design and implement water quality target development process	Develop a scope and milestones for implementing the program	Timely completion	Milestone	12/31/2020
WQETP6-3	Design and implement water quality target development process	Meet all the milestones and deliverables associated with the scope	Timely completion	Milestone	5/31/2021
WQETP7	Establish and expand internal modeling expertise	Secure staff attendance at national modeling workshops and regional trainings	Timely completion	Milestone	6/30/2021
WQETP8	Continue public outreach of alternative restoration plans throughout the state	Foster productive relationships with stakeholders through public outreach to support the identification and development of alternative restoration plans.	Timely completion	Milestone	3/31/2021
Water Quality Restoration Program					
WQRP1	Update basin management action plans (BMAPs) to meet requirements of Legislative Directives	Develop schedule with interim milestones; identify areas for updates/revision if necessary; coordinate with basin stakeholders; develop and draft BMAP update document if necessary	Timely Completion	Milestone	6/30/2021
WQRP2	Update BMAPs for Outstanding Florida Springs	Develop the concepts and establish a plan with milestones and deliverables to identify all needed revisions to the springs BMAPs to make the OSTDS remediation plans effective for existing systems; complete draft model language for a new Appendix D to fully implement the OSTDS remediation plans, including holding public meetings in each impacted BMAP area	Timely Completion	Milestone	6/30/2021

Goal Number	Division Objective	Division Measure	Key Performance Indicator (KPI)	Target	Due Date
WQRP3	Revise approach and format for statewide annual report (STAR) project reporting	Create or secure a platform that allows for the managed and coordinated linking of projects between divisions; fold integrated data into the 2020 STAR; include reasonable assurance plan data	Timely Completion	Milestone	6/30/2021
WQRP4	Complete BMAP story maps	Revise all existing story maps to reflect newest project information; create and post story maps for all BMAPs effective as of 1/1/2021	Timely Completion	Milestone	6/30/2021
WQRP5-1	Implement pathogen reduction program	Update fecal indicator bacteria toolkit with list of elements to be included in an entity's Bacteria Data Review and Response Plan (i.e., the standard operating procedure for a city, county, or utility with timelines to review lab data, thresholds for action, and actions to take in response).	Timely completion	Milestone	6/30/2021
WQRP5-2	Implement pathogen reduction program	Present conceptual design to DEAR division office for an online resource to aid municipalities when compiling geospatial datasets helpful in fecal indicator bacteria restoration efforts.	Timely completion	Milestone	12/31/2020
Water Quality Standards Program					
WQSP1-1	Conduct Triennial Review rulemaking	Continue Triennial Review of Water Quality Standards, including: hold at least one additional set of public workshops (minimum of 3 locations) on potential revisions to Florida's water quality standards; review public and stakeholder recommendations for water quality standards revisions; prepare summary of public comments received; and revise proposals as appropriate	Number of public workshops held at separate locations	Milestone	12/31/2020
WQSP1-2	Conduct Triennial Review rulemaking	Prepare Notice of Proposed Rule and supporting information, including statement of estimated regulatory cost (SERC), and brief Secretary on rulemaking package	Timely completion	Milestone	5/31/2021
WQSP2-1	Conduct stakeholder outreach in support of a revised turbidity criterion	Hold meeting with Southeast Florida county representatives and dredging industry representatives to discuss their concerns with DEP's coral turbidity proposal and revise the turbidity implementation document or propose an alternative approach (e.g., OFW designation)	Timely completion	Milestone	9/30/2020
WQSP2-2	Conduct stakeholder outreach in support of a revised turbidity criterion	Conduct Stakeholder Outreach to discuss the proposed turbidity criterion for coral reefs, which will help support the coastal program's efforts to protect corals	Timely completion	Milestone	9/30/2020
WQSP3	Re-initiate statewide fish consumption survey	Complete necessary steps to re-initiate the statewide fish consumption survey contract so that UF can initiate the Pilot Survey	Timely completion	Milestone	6/30/2021

Goal Number	Division Objective	Division Measure	Key Performance Indicator (KPI)	Target	Due Date
WQSP4	Review WQBELs, stream exclusion "petitions," mixing zone submittals, and submittals demonstrating attainment of the stream numeric nutrient standard	Coordinate with applicant and district; provide review comments within 3 weeks of submittal from district or permit applicant, unless additional time is specifically agreed upon by division management	Percent of submittals that are timely reviewed	90% (A)	Annual measure
WQSP5	Review SSAC and Variance Submittals	Coordinate with applicant and district; provide review comments within 6 weeks of submittal from district or permit applicant	Percent of submittals that are timely reviewed	90% (A)	Annual measure
WQSP6	NNC Stream Exclusion process improvement	Develop guidance and a process document for DEAR and permitting staff to follow when reviewing, approving, noticing and documenting stream exclusion requests under Numeric Nutrient Criteria. The process document will describe the requirements, steps, and responsibilities.	Timely Completion	Milestone	12/30/20
WQSP7-1	Timely conduct lab and field audits in response to program requests, and provide bioassessment proficiency audits as required under SOPs	Coordinate with entity to be audited, conduct audits, and provide preliminary audit reports within 3 months of audit and receipt of audited records	Percent of preliminary audit reports prepared timely	90% (A)	Annual measure
WQSP7-2	Timely conduct lab and field audits in response to program requests, and provide bioassessment proficiency audits as required under SOPs	Work with audited parties on corrective actions, and prepare final audit report within 3 months of complete response from audited party	Percent of final audit reports prepared timely	90% (A)	Annual measure
WQSP7-3	Timely conduct lab and field audits in response to program requests, and provide bioassessment proficiency audits as required under SOPs	Conduct 5 or more audits per year	Number of audits performed	5 (A)	Annual measure
WQSP8	Provide QA training to department staff and stakeholders	Conduct 6 or more training events on statewide SOPs, surface and groundwater sampling methods, bioassessment methods; and other QA topics	Number of training events conducted	4 (A)	Annual measure

Goal Number	Division Objective	Division Measure	Key Performance Indicator (KPI)	Target	Due Date
WQSP9	Assess implementation of the department's QA directive (DEP 972)	Survey department QA officers on the status and quality of their program's QA activities; work with department programs to document and improve their quality systems; and draft annual QA report and submit it to the Division Director	Timely completion	Milestone	5/31/2021
WQSP10	Initiate Lake Vegetation Index (LVI) analysis work	Complete RFP process, and execute and initiate contract to refine LVI assessment regions and potential lake classes, explore additional metrics and environmental drivers, and develop LVI Stressor ID process	Timely completion of project tasks as laid out in contract	Milestone	6/30/2021
WQSP11	Maintain Bioassessment Proficiency Program	Offer audit opportunities for first-time SCI samplers 4 times/year, establish new HA testing sites, and respond to requests for SCI refresher audits, HA testing, and online test taking.	Number of first-time SCI audit opportunities	4 (A)	Annual Measure
Watershed Services Program					
WSP1-1	Improve the Florida NHD	Edit and provide the latest edited NHD layer to OTIS for uploading to the Spatial Data Engine (ArcSDE) library (Fall update)	Timely completion	Milestone	11/16/2020
WSP1-2	Improve the Florida NHD	Edit and provide the latest edited NHD layer to OTIS for uploading to the Spatial Data Engine (ArcSDE) library (Spring update)	Timely completion	Milestone	5/17/2021
WSP2	Improve the Florida Land Use Land Cover (LULC) spatial data	Complete editing the LULC layer for Northwest Florida Water Management District; provide the layer to OTIS for uploading to the Spatial Data Engine (ArcSDE) library	Timely completion	Milestone	5/31/2021
WSP3-1	Manage Watershed Information Network (WIN) Phase 1	Provide update to DEAR Program Administrators on WIN Management status of data providers	Timely completion	Milestone	10/30/2020
WSP3-2	Manage WIN Phase 1	Provide update to DEAR Program Administrators on WIN Management Plan status of data providers	Timely completion	Milestone	1/29/2021
WSP3-3	Manage WIN Phase 1	Provide update to DEAR Program Administrators on WIN Management Plan status of data providers	Timely completion	Milestone	4/30/2021
WSP4	Provide ambient water quality data to EPA	Transmit ambient water quality data from WIN and SBIO to the EPA Water Quality Exchange (WQX) data repository in fulfillment of 106 grant funding requirements; submit status report to EPA	Timely completion	Milestone	3/31/2021
WSP5	Manage the WIN Continuous Monitoring Project (WIN CM)	Manage the WIN CM Analysis and Design project according to the contracted schedule and milestones	Timely completion	Milestone	6/30/2021
WSP6-1	Implement division data management priorities	Update and establish FY20/21 data management priorities with data stewards, PAs and division office.	Timely completion	Milestone	9/30/2020

Goal Number	Division Objective	Division Measure	Key Performance Indicator (KPI)	Target	Due Date
WSP6-2	Implement division data management priorities	Implement FY20/21 division data management priorities	Timely completion	Milestone	6/30/2021

Mid- and Long-term Goals

The goals and objectives tables above contain the mid- and long-term goals from prior business plans that are now actionable items for the division in FY 2020-21.

Mid-term Goals (two to three years out)

- Develop a recommendation to revise the freshwater specific conductance criterion. The recommendation will consider EPA's draft methodology for developing specific conductance criteria, use Florida's stream condition index data, and will be regionally specific. The analysis supporting the recommendation will include an evaluation of how waterbody type affects the biological response to specific conductance.
- Work with EPA to develop conceptual models and candidate assessment endpoints relating nutrient enrichment effects to biological responses in tidal creeks, which may be used to develop numeric nutrient criteria for Florida's tidal creeks.
- Evaluate potential biological metrics or indices for use in the assessment of marine and estuarine waters. The first metrics under review will be transparency targets intended to serve as the basis for revised transparency criteria in predominately marine waters.
- Continue working with offices throughout the department to ensure that all programs that generate or use environmental data have documented and active procedures for quality control and review of those data. Establish clear and useful metrics for the annual QA report to the Secretary.
- Complete and submit biennial Integrated Water Quality Assessment for Florida report to EPA by March 31, 2022.
- Develop policy and provide guidance on the use of field measurement probes that are not currently approved by DEP SOPs for use in ambient water assessments.
- Improve implementation and quality system for bioassessment methods – update the SCI Primer to include guidance for sampling small and large systems, conduct stressor identification analyses for aquatic macroinvertebrates and plants, and modify implementation of the Lake Vegetation Index if warranted by data analysis.
- Develop an approach for completing bacteria TMDLs and integrating with revised restoration approaches for bacteria impaired waters and implement a streamlined approach to restoring bacteria-impaired waters, adopting rules if necessary.
- Using recommendations from the emerging contaminant workgroup's pilot study, monitor waterbodies having high concentrations of sucralose for additional wastewater tracers, and monitor waterbodies having exceedances of the acute aquatic life benchmark for imidacloprid and other pesticides.
- Develop strategies that could be used to assess estuaries for 305(b) reporting.

- Complete a state-wide survey of adult fish consumption patterns. Conduct statistical analyses of the data to define consumption distributions of the general population and key demographic groups.
- While completing statewide fish consumption survey, establish a relative source contribution policy to better address conditions in Florida. Establish a technical advisory committee to address policy decisions such as acceptable risk.
- Derive and adopt into rule revised human health-based criteria based on the results of the fish consumption survey and the latest scientific information on bioaccumulation factors and toxicity.
- Assess the practicality of a commercial off-the-shelf Laboratory Information Management System (LIMS) versus ongoing support for the custom in-house LIMS.
- Evaluate and adapt WIN management with stakeholders relative to any changes made to DEAR business processes (e.g., relative to DEAR Tracker project).
- Evaluate whether DEAR needs to expand the scope of data available through WIN (e.g., research data from innovative technologies projects, PFAS/PFOA data).
- Construct and implement the approved design for a continuous monitoring data system for WIN (WIN CM).
- Initiate analysis for bringing biological data to WIN (WIN Phase 3).
- Adopt and secure EPA approval of sufficient numbers of TMDLs to achieve the 2022 workplan under the 303(d) long term vision. Track, participate in, and influence the national conversation regarding the next long term workplans (for 2023 and beyond).

Long-term Goals (four to five years out)

- Provide increased QA support services, including a 5-year rotation for quality of science reviews.
- Implement onsite sewage treatment and disposal system (OSTDS) remediation plans for areas around the state's impaired Outstanding Florida Springs. Conduct 5-year evaluations of springs BMAPs, update OSTDS remediation plans, and identify additional management strategies and restoration projects where needed.
- In waterbodies shown, by prior monitoring, to be impacted by emerging contaminants, design and complete a study for the determination of deleterious biological effects.
- Phase out legacy multiparameter water quality meters and replace with updated models to collect data for status and trends monitoring, Impaired Waters Rule assessments, BMAPs, and other special projects.

- Evaluate alternatives to the current Impaired Waters Rule Assessment Database, currently a Microsoft Access database, including any necessary revisions to data management procedures and output applications that use the assessment information.

Successes, Achievements, and Improvements

- Initiated a contract with the University of Florida Survey Research Center to conduct a statewide fish consumption survey and completed Tasks A through C before the contract was put on hold due to the coronavirus pandemic.
- Conducted two sets, each consisting of three workshops, of public workshops to discuss the Department's proposed Triennial Review changes of Water Quality Standards and receive public comment.
- Held two public meetings to discuss the results from and receive feedback on the South Florida Canal Study.
- Developed a recommendation for standardized statistical trend analyses to be used by all DEAR programs. The trend recommendations were incorporated into proposed rule changes as part of Triennial Review of Water Quality Standards.
- In conjunction with EPA, developed a Nutrient Scientific Technical Exchange Partnership and Support (NSTEPS) workplan to support the future development of numeric nutrient criteria in Florida's tidal creeks. The information from this project will serve as the groundwork for more intensive biological and water quality studies that would be used to derive biological thresholds and resultant NNC for specific types of tidal creeks.
- Created online proficiency tests for the Rapid Periphyton Survey (RPS) and Linear Vegetation Survey (LVS) in response to stakeholder input and revised the Lake Vegetation Index plant test.
- Completed data analysis of the LVS data and tool through an outside contractor to evaluate the explanatory power of the LVS in numeric nutrient assessments.
- Finalized the Stream Condition Index (SCI) Stressor Identification document and provided training to staff on its use
- Conducted two SCI "Train the Trainer" events.
- Created a common Quality Assurance (QA) mailbox to improve responsiveness and tracking of QA questions and the knowledge base within AEQAS.
- Published three training videos on the QA Training webpage for the DEP FT-series SOPs
- Posted a backlog of more than 100 old ecosummary reports
- Revised the DEP Quality Management Plan (QMP)
- Created a basic department QA course which was delivered as a webinar training and will soon be available as an online training that can be assigned to new employees.

- Created WIN Universal Testing files for a wide range of analytes and data types, including a comprehensive file that passes all WIN rules and a file that fails every WIN rule. The files are used to quickly check on the WIN screen if clean data pass and targeted errors are flagged as expected. These files will be invaluable any time there is a full regression test needed on the WIN system.
- Developed the second release of the STORET/WIN Duplicate report which implemented a crosswalk between WIN and STORET analyte names. The updated report significantly reduces the effort hours it takes to resolve duplicated records between the two data repositories.
- Provided GIS coordination and data analysis assistance to the Office of Resilience and Coastal Protection (RCP) for several RCP projects and story maps.
- Delineated a six-mile buffer of land use for Georgia along the northern border of Florida. This was done so the Landscape Development Intensity Index (LDI) and other calculations can be conducted for water features that cross the Florida state line into Georgia.
- Demonstrated success in the ability to provide GIS and database services to DEAR, DEP and external stakeholders during telecommuting, including successfully training new staff, training existing staff on new processes and providing training and support to the public.
- Supported loading of over 2 million records to WIN in FY19/20 through mid-May 2020, for a total of over 5 million records in WIN since it opened in 2017. Over 500,000 FY19/20 records were loaded in April 2020 alone, demonstrating tremendous efforts on the part of data providers statewide while teleworking.
- Initiated the Triennial Review of Water Quality Standards, and prepared a variety of documents supporting potential revisions, including suggested rule revisions; draft revisions the numeric nutrient criteria implementation document; documentation to support SSACs for 13 streams that were listed as Category 4C; a draft technical support document to support a revised turbidity criterion to protect coral reefs and hardbottom communities; and an implementation document for the turbidity criterion.
- Prepared curriculum and held the first "H1 Standards Academy," which covered both general water quality standards information and many issues specific to the consideration of TMDLs as water quality standards.
- Conducted audits of nine microbiology overflow labs, and provided comprehensive feedback on a variety of deficiencies that will help ensure that the labs provide quality data.

- Finalized and published revisions of the FL-PRO Method (the primary analytical method for petroleum products) to reflect current laboratory practices and regulatory requirements.
- Finalized and published a revised list of minimum detection level and practical quantitation limit targets for published analytical methods that can be used for the analysis of wastewater, surface water, and groundwater.
- Developed and validated an analytical method for measuring per- and polyfluoroalkyl substances in environmental samples.
- The NELAC Institute recognized the DEP Laboratory as a "Laboratory of Excellence" for achieving 100 percent acceptable data in a study of over 1000 laboratories. The DEP Laboratory also passed The NELAC Institute proficiency testing in total residual chlorine, fecal coliforms, total coliforms, E. coli, enterococci, biochemical oxygen demand, and carbonaceous biochemical oxygen demand.
- Published an article about development of the department's lake vegetation index in the *Florida Scientist* journal.
- The TMDL section delivered notice of proposed rule packages for 15 TMDLs, assisted with the development of 6 EPA accepted 4e plans, and finalized 9 interim water quality targets during fiscal year 19-20
- Standardized the approach for writing and documenting the process of project development through the creation of a TMDL playbook and TMDL QAPPs.
- Developed an advanced geographical information system (GIS)-based Python toolbar, which automates the processing of regression, PLSM, and curve number models, enabling enhanced productivity delivering an estimated \$60,000 per year in time savings.
- Emerging contaminants workgroup completed and presented the pilot study report.
- Field safety workgroup completed a manual and refresher quiz.
- Completed and adopted updated assessments for the Group 5 basins (Florida Keys, Indian River Lagoon, Upper East Coast, Springs Coast, Perdido River and Bay, and Everglades).
- Trend workgroup completed a final draft methods guidance document for the division's water quality trend analyses. Additionally, the workgroup proposed updates to the Impaired Waters Rule to align the trend methodologies to be used for the determination of impairment with the guidance document.
- Closed Florida STORET to data loading and concluded loading of Florida STORET data to the U.S. EPA Water Quality Exchange.

- Developed and implemented a report and SOP to identify potential duplicates in Florida STORET and WIN, for use in communicating with data providers relative to data cleanup.

Appendix A – Acronym List

— A	Annual
— ATTAINS	Assessment, TMDL Tracking and Implementation System
— BMAP	Basin management action plan
— BMP	Best management practice
— DEAR	Division of Environmental Assessment and Restoration
— DEP	Florida Department of Environmental Protection
— EPA	U.S. Environmental Protection Agency
— FCO	Fixed capital outlay
— FTE	Full-time equivalent
— FY	State fiscal year (July 1 through June 30)
— GIS	Geographic information system
— KPI	Key performance indicator
— LIMS	Laboratory Information Management System
— LULC	Land use/land cover
— NHD	National Hydrography Dataset
— OFW	Outstanding Florida Water
— OPS	Other personnel services
— OSTDS	Onsite sewage treatment and disposal system
— OTIS	Office of Technology and Information Systems
— Q	Quarterly
— Q1	Quarter 1, state fiscal year (July through September)
— Q2	Quarter 2, state fiscal year (October through December)
— Q3	Quarter 3, state fiscal year (January through March)
— Q4	Quarter 4, state fiscal year (April through June)
— QA	Quality assurance
— SBIO	Statewide biological database
— SCI	Stream characterization index
— SERC	Statement of estimated regulatory cost

— SOP	Standard operating procedure
— SPA	STORET public access
— SSAC	Site specific alternative criteria
— STAR	Statewide annual report
— STORET	Storage and Retrieval database
— TMDL	Total maximum daily load
— USGS	U.S. Geological Survey
— WAVES	WIN Advanced View and Extraction System
— WBID	Waterbody Identification (number)
— WIN	Watershed Information Network
— WQMP	Water Quality Monitoring Program
— WQBEL	Water quality based effluent limitation
— WQETP	Water Quality Evaluation and TMDL Program
— WQRP	Water Quality Restoration Program
— WQSP	Water Quality Standards Program
— WSP	Watershed Services Program
— WQX	Water Quality Exchange
— YTD	Year-to-date

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