## CBP Goal Implementation Team

## Enhance Partnering, Leadership, and Management

## Meeting Summary

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**Date:** May 5, 2015

**Time:** 1:00pm – 3:00pm

**Location:** Conference Call, Room 303 at CBPO

**Call-in:** 866-299-3188

**Code:** 410-267-5731

**Adobe Connect Link:** <https://epa.connectsolutions.com/git6/>

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| **Members In Attendance:**   |  |  |  | | --- | --- | --- | | Greg Allen, EPA | Matt Fleming, MD DNR | John Schneider, DE DNREC | | Greg Barranco, EPA | Mike Foreman, VA DCR, **Chair** | Ben Sears, NY DEC | | Russ Baxter, VA SNR | Mary Gattis, ACB (LGAC Liaison) | Phillip Stafford, MD DNR | | Carin Bisland, EPA, **vice-Chair** | Kirk Havens, VIMS (STAC Liaison) | Doreen Vetter, EPA | | Jessica Blackburn, ACB (CAC Liaison) | Carl Hershner, VIMS | Samantha Watterson, CRC | | Bevin Buchheister, CBC | Jackie Lendrum, NY DEC | Julie Winters, EPA | | Diane Davis, DC DOE | Reggie Parrish, EPA | Kristen Wolf, PA DEP | | Kevin Debell, EPA | Jennifer Pauer, WV DEP | Andy Zemba, PA DEP | | Sarah Diebel, DOD | Tim Roberts, EPA |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | | **Additional Attendance:**   |  |  |  | | --- | --- | --- | | Chris Beacraft, MD DNR | Amy Handen, NPS/GIT5 | Jeremy Hanson, VT | | Peyton Robertson, NOAA/GIT1 | James Davis-Martin, VA DCR/GIT3 | Lucinda Power, EPA/GIT3 | | Renee Thompson, USGS/GIT4 |  |  | |  |  | | | | |  |  |
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| **Agenda Item,** **Discussion Lead and Desired Outcome** | **Time** | **Background Docs, Notes, and Action Items** |
| **Introductions** (Discussion Lead: Carin Bisland) | 1:00-1:05 |  |
| **Continued Discussion of Governance Document Updates** (Discussion Lead: Carin Bisland)   * Since the last MB meeting, a small group from MB has met to continue formulating a recommendation for governance on decision making and membership. | 1:05-2:05 | * Governance Document Revision in Progress * Summary of Issues and Resolutions * The MB came to decision on issues 1-6, and issues 7-11 were not discussed during the April meeting due to time constraints. * The Goal Teams could not come to resolution on issue 7, and an ad hoc group was convened to further discuss these issues outside of the MB. The group came to consensus on this language:   + “The GITs and WGs will use a consensus-based process that ultimately concludes in a polling of the members\*. If the poll is unanimous or if consensus reached, the decision is approved. If consensus cannot be reached, the decision will be elevated to the next level in the hierarchy with a description of the positions of the members, in particular those of dissenting members.” (\*membership must be defined) * Response to the new language on issue 7, GIT/WG decision-making:   + GIT 1 (Fisheries): supports the language   + GIT 2 (Habitat): supports the language   + GIT 3 (Water Quality): supports the language, but this is not ideal   + GIT 4 (Healthy Watersheds): supports the language   + GIT 5 (Stewardship): supports the language   + CBC: supports the language * **Decision:** GIT6 will move forward with presenting this recommendation to the MB in May. * Issue 9, defining membership, was also addressed after the April MB meeting. A list of operating principles related to guidance on establishing formal membership was developed. Three categories to consider in choosing members:   + Who   + Level of commitment   + Skills and perspectives * **Decision:** GIT6 will move forward with option 2, adding these three bullets to the leadership and membership section. * Next step: GIT6 presenting these changes to the MB on May 28. |
| **Goal Team Meeting Planning** (Discussion Lead: Carin Bisland)   * The June GIT6 meeting has been moved to June 3 from 1pm-3pm. * Discussion of a future face to face meeting for the Goal Team. | 2:05-2:20 | * The group agreed that a full day face-to-face meeting would be helpful in focus on and strategize approaches in addressing issues like the independent evaluator, budget/finance workgroup, ChesapeakeStat, governance, etc. * **Action:** A list of potential topics for the meeting will be sent to the GIT for feedback. * The meeting will likely take place around August or September. * **Action:** A poll will be sent to GIT6 members for available dates. * The June GIT6 meeting will take place on June 3 from 1pm-3pm. |
| **Local Leadership Management Strategy and Workplan Update** (Discussion Lead: Carin Bisland)   * Update on the comments received during the public comment period. * Planning for the drafting of the workplan. * Update on the Local Leadership Synthesis Project. | 2:20-2:40 | * Draft Agenda for Stakeholder Meeting * Local Leadership Synthesis Update 2 * Several public comments were received in the last few days of the public input period. * Plan for developing the workplan: the smaller workgroup and signatory representatives will meet to review the comments, followed by a meeting of the larger stakeholder group to receive their opinion/recommendations. * We must know how we are going to address the comments by May 22 to prepare for the May 28 MB meeting and the June 2 PSC meeting. * The workplan format has not been finalized. A small group from MB is meeting soon finalize the format. * The workplan is due on December 30. We would like to start working on the workplan as soon as possible. * Bevin provided an update on the Local Leadership synthesis project, which is summarized in the word document she provided. |
| **Updates** (Discussion Lead: Greg Allen and Carin Bisland)   * CBP Performance Assessment Event on May 20 * Independent Evaluator/Chesapeake Bay Accountability Act * Budget/Finance Workgroup | 2:40-2:55 | * CBP Performance Assessment Event: A brainstorming session to begin planning this event has been scheduled for May 20. This event will be an extended meeting with an objective to assess what we have accomplished as a program and what strategies are working well. * Independent Evaluator/CB Accountability and Recovery Act: The Bay Program leadership is currently working through the details and Carin will continue to update the group as more information is available. This is going to be discussed at upcoming PSC and EC meetings. * Budget/Finance WG: Carin plans to brief Nick on this workgroup again now that it may be needed in addressing the CB Accountability and Recovery Act. * GIT Funding: The RFP for the primary grant making organization to handle FY15 funds closes on May 21. |
| **Action Items, Wrap-up, Next Meeting** (Discussion Lead: Carin Bisland) | 2:55-3:00 | * **Next Meeting:** Wednesday, June 3, 1pm-3pm. * **Action Items:**   + **Action:** A list of potential topics for the meeting will be sent to the GIT for feedback.   + **Action:** A poll will be sent to GIT6 members for available dates. |