**2-Day Biennial Review Meetings**

**Purpose / Goal:** Identification of emerging themes, issues, and initiatives that should be considered and potentially adaptively applied to our Management Strategies over the next two years in order to improve the success and efficiency of meeting our Watershed Agreement commitments.

**When:** Two day meeting. Normally held in January of odd years (i.e. at the beginning of each biennial program review)

**Who:** Inclusive meeting open -to all. Lead for this should be with the Principal Staff Committee (PSC). Emphasis on attendance by Management Board, GIT Chairs and members, Advisory Committees, STAR, Local Government officials as support to the PSC.

**Objectives:**

1. Identification of lessons learned based on broad retrospective review of successes and failures of Bay Agreement implementation over the previous two years.
2. Identification of recent past and expected near-term future scientific understanding/technical developments, changes in funding sources, and legal/regulatory/policy initiatives that should be considered to improve future success rate over the next two years.
3. Review past CBP Independent Evaluator findings and identification of appropriate changes.
4. Identification of cross cutting, multi-GIT actions that will positively impact implementation of multiple Bay Agreement Outcomes.
5. Based on above, provide guidance and direction for discussions of Outcome-specific reviews at Management Board GIT Progress Sessions over the upcoming two years.
6. Provide PSC with information needed to complete “Strategy Information Report” to EC.

**Guiding Questions:**

1. Are our Workplans moving us toward our Management Strategy commitments, and are our Management Strategy commitments moving us toward our Bay Agreement Outcomes?
2. Has our ability to control an influencing factor changed sufficiently to warrant GIT re-evaluation and adaptive change of the Strategies and Workplans?
3. What opportunities exist to improve cross-GIT collaborative work?
4. Have external program reviews identified needed changes to improve success rate of meeting our Bay Agreement Outcomes?
5. “What do you want to focus on?” *(Help –not sure what this one means!)*

**Inputs:** TBD

**Outputs:**

1. Identification of shared, high priority opportunities, challenges, and actions for GITs and jurisdictions to improve success rate of implementing Bay Agreement outcomes.
2. Recommended changes to resource allocations.
3. Identification of specific tasks, directives, and changes for discussion in outcome-specific discussions during upcoming Management Board GIT Progress Sessions.
4. Identification of emerging developments in scientific understanding that should be considered in upcoming Management Board GIT Progress Sessions.
5. Identification of what actions led to past successes and ideas on how to replicate elsewhere.
6. Listing of suggestions for future Independent Evaluator charges.
7. Listing of points to be made in “Strategy Information Report” to EC.

**Quarterly GIT Progress Meetings**

**Purpose / Goal:** Maximize likelihood of success and efficiency in meeting Bay Agreement commitments through in-depth evaluation of progress toward achieving individual Bay Agreement Outcomes, and the identification / implementation of necessary modifications to strategies in light of past successes, failures, scientific developments, policy and funding changes, etc.

**When:** Quarterly Management Board meetings.

**Who:** Management Board, GIT Chairs and members, invited outside experts.

**Objectives:**

1. Assess strategy implementation:
   1. Are we doing what we said we would do?
   2. Is the system responding as we expected it would?
   3. Are our assumptions proving to be accurate?
2. Update our understanding of the system:
   1. Identify any new factors influencing attainment of the outcome.
   2. Identify any needed changes in coordination between existing management efforts.
3. Identify potential strategy adaptations justified by the current assessment:
   1. Has the system responded in ways that exceed expectations (outside the uncertainty bounds of response prediction)?
   2. Are there new needs or opportunities for cross-program coordination and/or external collaboration?
   3. What are the resource implications for any potential new strategy change?

**Guiding Questions:**

1. Are we on pace to meet our committed Outcome by 2025?
2. What obstacles exist to meeting our Outcome and what potential solutions exist to overcome those obstacles?
3. What new opportunities have presented themselves and how can our strategies be modified to take advantage of those opportunities?

**Inputs:**

1. Operative understanding of the system:
   1. Outcome statement.
   2. Factors influencing ability to attain outcome.
   3. Overlaps and gaps in existing management efforts (various partner programs outside of CBP).
   4. List of planned actions (strategy).
2. Expected system response and decision thresholds:
   1. What is the change and rate of change the intervention is expected to produce in the system?
   2. What is the envelope of uncertainty around the expected response?
   3. At what point (in time) should an assessment of intervention efficacy be made (and what are the responses that would exceed or fail to meet expectations)?
3. Monitoring information:
   1. Progress in implementing strategy interventions (what has been done)?
   2. Progress in achieving desired outcome (what changes have occurred in the system)?
   3. Status of assumptions about factors that cannot or will not be managed.

**Outputs:**

1. Recommendations for strategy adaptation and any change in resources
   1. Includes needed cross-GIT and/or external program coordination.
2. Updated understanding of the system
   1. Specification of new factors, new collaborators, and new or changed assumptions.
   2. Specification of new response expectations and/or uncertainty (new decision thresholds).