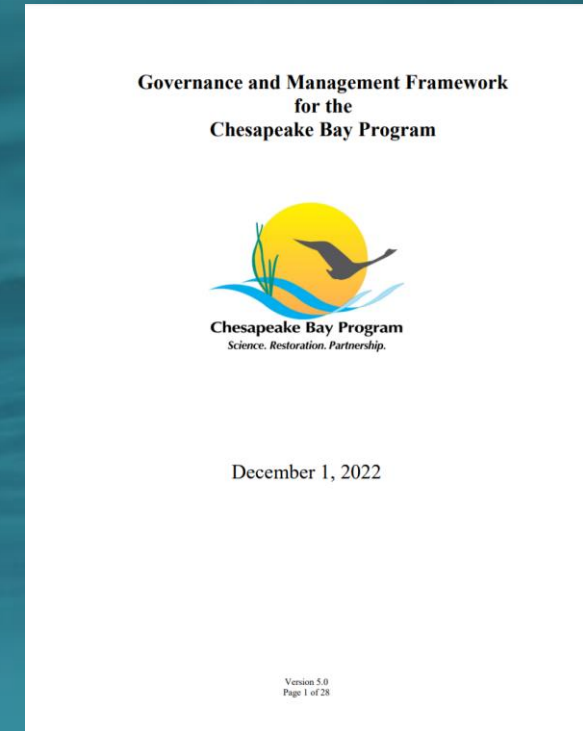


# Principal's Staff Committee Basics

December 8, 2023

# Principal's Staff Committee Basics

1. PSC Roles & Responsibilities (pgs 9-10)
2. Membership (pg 10)
3. Operations (pg 10-11)
4. Decision Making (pgs 21-24)
5. Quick Feedback on 2024 logistics



# Principal's Staff Committee Basics

## 1. PSC Roles & Responsibilities (pgs 9-10)

- a) Policy Advisors to EC & setting EC meeting agendas,
- b) Setting policy and implementing actions on behalf of the EC,
- c) Responsible for keeping individual EC members briefed, and
- d) Provides policy and program direction to Management Board

# Principal's Staff Committee Basics

## 2. Membership (pg 10)

- Delegations (8):
  - “high-level state and federal leaders” (Secretary, Director, Commissioner)
  - State & DC Delegations (7) = membership is at discretion of the state / DC
  - Federal Delegation (1) = level commensurate with state secretaries
  - All members of state and federal delegations are invited to participate, however, “each delegation is expected to provide one position for decision-making purposes.”
- CBC (1) = CBC Executive Director
- Chair = representative of the EC Chair

# Principal's Staff Committee Basics

## 3. Operations (pgs 10-11)

- Annual priorities are at discretion of Chair with input from members.
- Meetings = at least 3/year, with option for more.
- Chair sets meeting agendas with support by EPA CBPO.
- Agendas must be posted 3 weeks in advance. Decision documents 2 weeks in advance.
- Quorum (in person or virtual) of at least 50% required to make decisions.



# Principal's Staff Committee Basics

## 4. Decision Making (pgs 21-24)

*Throughout the 40 year history of the CBP and through all 4 Agreements, consensus building has and "remains the preferred decision-making approach"*

### Goals of CBP Consensus Decision-Making are:

- Inclusive
- Participatory
- Cooperative
- Egalitarian and Equitable
- Solution-oriented

# Principal's Staff Committee Basics

## 4. Decision Making (pgs 21-24)

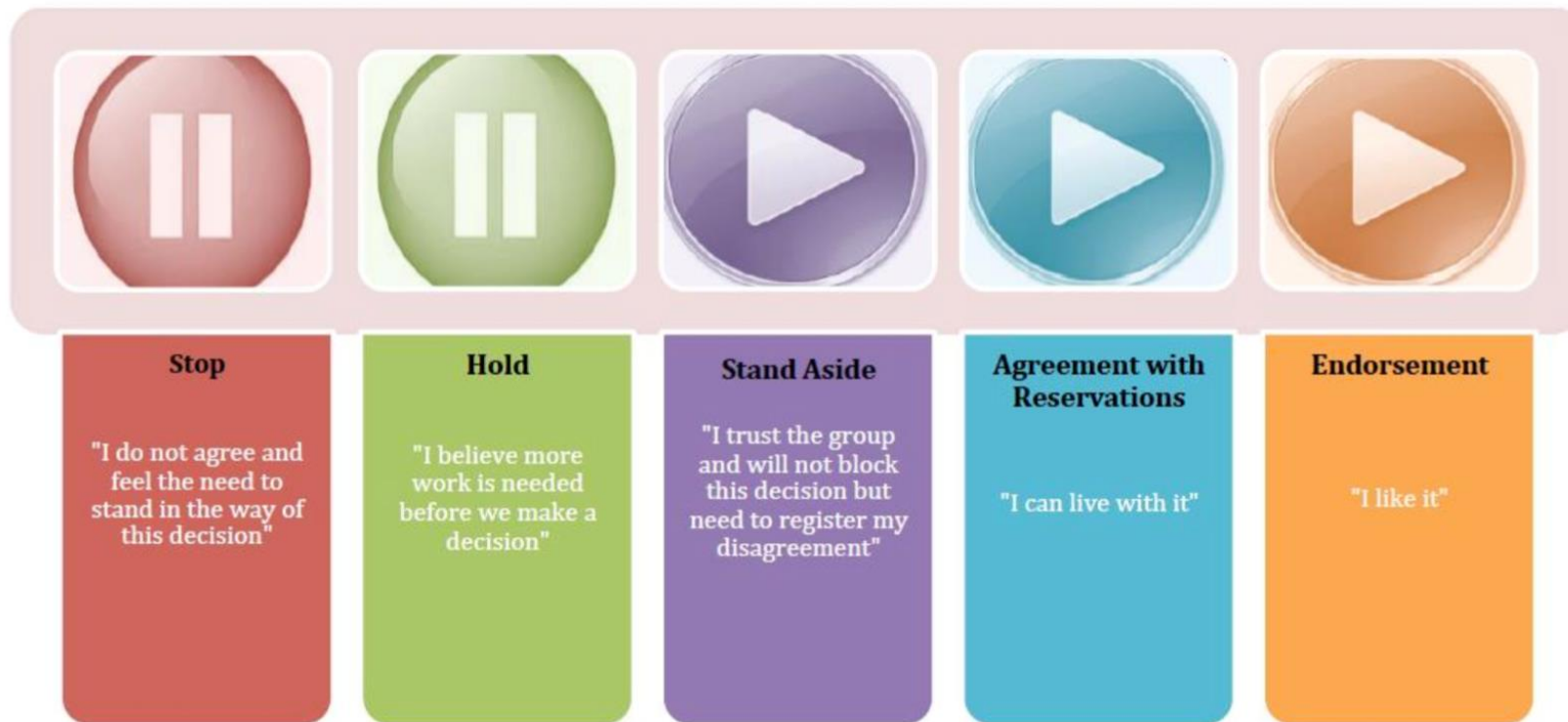
### 5 Step "Consensus-Building Process":

1. Discussion of the item
2. Formation of the proposal
3. Call for consensus – each member (Delegation) is asked for their position on the "Consensus Continuum"
4. Identification and addressing of concerns
5. Modification of the proposal

} May occur during meeting and/or assigned for interim work and then taken up at next meeting.

# Principal's Staff Committee Basics

## Consensus Continuum





# Principal's Staff Committee Basics

## 4. Decision Making (pgs 21-24)

If consensus is not reached, 3 options:

1. Keep working on it,
2. Forward the issue up to the EC for a decision, or
3. Decide by super-majority vote – at least 7 of 9 PSC members must vote in favor to pass.

# Principal's Staff Committee Basics

## 5. Quick Feedback on 2024 Logistics

- Number of 2024 meetings?
- Meeting Venues – Annapolis or rotate around (within reason)?
- Length of meetings?
- Anything else?