Chesapeake Bay Program
Science. Restoration. Partnership.

Enhance Partnering, and Leadership, and Management GIT Meeting (GIT 6)
Meeting Summary
September 2, 2015

Summary of Actions and Decisions:
- **DECISION:** The updated version of the GIT mission statement will read: "Continually improve the leadership and management of the CBP and assist watershed partners and stakeholders in building their capacity to become environmental leaders in their community."
- **DECISION:** Invite a member of the Communications Workgroup to join our GIT.
- **DECISION:** Add adaptive management under themes of work.
- **ACTION:** At a future meeting, we will discuss GIT6 membership (i.e., adding more people to the GIT or establishing new workgroups under the GIT).
- **DECISION:** At the October meeting, we will revisit the mission and themes of our GIT and continue the discussion from this face to face meeting.
- **DECISION:** Next year's process for GIT Chairs making decisions should be brought to the MB.
- **DECISION:** Do not submit the "ChesapeakeDecisions User Research" proposal.
- **DECISION:** Submit the proposal to design a watershed education program for local officials. Bevin will draft the proposal.
- **ACTION:** Engage the Local Leadership WG and have the local leadership baseline as a core component of the Alliance Contract. Carin will talk with Reggie regarding next steps.
- **DECISION** on prioritization of GIT Funding proposals:
  1. "Resource/Information Needs Assessment" proposal
  2. Proposal for a project to follow the Local Leadership Assessment project
  3. Not to be submitted – "ChesapeakeDecisions User Research" proposal
- **ACTION:** A small working group will be established to work on developing a strategy management system. Volunteers: Greg Allen, Greg Barranco, Doreen Vetter. We will ask for a STAC representative to be on this group.

Review GIT Mission, Scope, and Purpose
Discussion Leads: Carin Bisland & Greg Allen

<u>In 5 years from now, what do you want to see GIT6 do for the CBP?</u>
Goals related to Adaptive Management
- Complete the full cycle of the adaptive management process
- Provide oversight to the adaptive management process with the CBP
- Strategy management system
- In 5 years, a process in place for regular review of progress and making needed adjustments, which is guided by GIT 6

- In 5 years, 10 examples of adaptively managed steps
- Bay Program achieving its goals collaboratively

Goals related to the EC, PSC, and MB
- Improvement of the distinction of roles between MB, PSC, and EC

Goals related to funding
- Assist with identifying and promoting GIT Funding opportunities for partners, leveraging outside public and private partnerships

Goals related to evaluation
- In 5 years, Independent Evaluator issues resolved and evaluator fully functioning

Goals related to meeting management
- Streamline organization's communication and meeting needs
- Lead efforts to guide the latest innovations in technology, conferencing, and communication

Goals related to cross-GIT collaboration
- Increased cohesiveness among GITs
- Improved cross-GIT collaboration that results in products that support and implement the goals of the Watershed Agreement
- Successfully implement cross-GIT coordination
- Provide a framework that fosters achievement
- Foster support for cross-goal collaboration to achieve vision
- Serve as the convener for combined goal team work and other functions

Goals related to under-represented groups
- Engage more local partners for implementation
- Expand the partnership beyond the "normal suspects" to include more local partners and non-traditional partners
- Improve communications with local government officials about what they can do to support watershed restoration
- Expand partnership to more effectively engage locals in realizing our collective vision for a clean, health, vibrant watershed

General themes
- Implementers of cross GIT collaboration
- Enhancing partnership with local and diverse entities
- Funding: Leverage this with outside public/private partnerships
- Streamlining organizations communication and meeting needs: Continual improvement of the org structure
- Independent evaluator
- Communication disconnects that are so prolific in the program (internal and external)
- MB/PSC/EC – continually improving the way these groups understand their distinct roles and have the most effective meetings possible

Our Themes of Work:
- "Strategy" (Adaptive) management (e.g., one tool for delivery is ChesapeakeStat)
- Governance of the Partnership

- LL WP development
- Facilitation of GIT Funding
- Performance evaluation of the partnership
- Cross GIT collaboration

Does our current mission statement reflect these goals?
Current Mission Statement: Continually improve the leadership and management of the CBP Partnership and assist Bay stakeholders in building their capacity to become environmental leaders in their communities.

- **DECISION:** The updated version of the GIT mission statement will read: "Continually improve the leadership and management of the CBP and assist watershed partners and stakeholders in building their capacity to become environmental leaders in their community."
- **DECISION:** Invite a member of the Communications Workgroup to join our GIT.
- **DECISION:** Add adaptive management under themes of work.
- **ACTION:** At a future meeting, we will discuss GIT6 membership (i.e., adding more people to the GIT or establishing new workgroups under the GIT).
- **DECISION:** At the October meeting, we will revisit the mission and themes of our GIT and continue the discussion from this face to face meeting.

Ongoing Topic Updates
Chesapeake Stat; Discussion Lead: Doreen Vetter
- Relaunch of Chesapeake Stat in early March as a suite of web products to improve information sharing and decision making within the Bay Program. Chesapeake Stat is the umbrella site for 3 future products: progress, decision, and data.
- Audience for progress is external oversight groups (e.g., CBF, CCW, etc.) and internal oversight groups (e.g., MB and PSC).
- Interest in Doreen presenting information about the relaunch to the jurisdictions and LGAC.

Local Leadership Workplan Development and Workgroup; Discussion Lead: Reggie Parrish
- The Local Leadership Workgroup has met several times over the last few months to prioritize the management approaches and discuss the broad themes of the workplan's foundation.
- Next step: Converting the thematic approaches to an actual workplan. We hope to have a draft workplan by mid-September to send to workgroup members with workgroup meeting in early October.
- There will be two key sessions at the Watershed Forum where we plan to engage stakeholders in how they will be involved in implementation.

Governance Document; Discussion Lead: Carin Bisland
- A log of potential issues for the next round of Governance Document revisions is being kept by GIT6. If there are any issues to be added, please contact Samantha.
- One of the major changes in the newest version of the Governance Document is the requirement that GITs must reach consensus for all decision-making. If consensus cannot be reached, the decision will be elevated to the MB. There is an opportunity for GIT6 to ensure there is a methodology around how we have developed our own membership and methodology for decision making.

- The Governance Document will soon be accessible in the Bay Resources Library.

Meeting Management and Use of Technology; Discussion Lead: Mike Foreman
- With a large watershed and diversity of partners involved in the CBP, technology plays an important role in advancing our work and connecting partners. How can we improve the use of technology in our communication?
    o Developing a conference call etiquette and posting this in highly visible areas for our partners.
    o Explore Adobe Connect video conferencing options and potentially other applications for web conferencing.
    o VTC is an option for video conferencing, but meeting participants must be congregated in the state office where the VTC system is accessible.
- **ACTION:** At the October or November GIT 6 meting we will test new options for our web conferencing.

GIT Project Funding; Discussion Lead: Greg Allen
- There is $900,000 available in this year's GIT Funding. The GITs have submitted approximately 35 initial drafts of their proposals for funding, exceeding $2,000,000 in requests. The need far exceeds the amount of money available, so there is a big opportunity to help GITs find funding to get this important to work done.
- CBT is acting as the grantee to administer the funds and make subawards for the projects selected for funding.
- GIT 6's role is to facilitate this process. We wanted to empower the teams with decision making about which projects move forward.
- Yesterday, the GIT Chairs meet to develop their criteria for projects to be funded and discuss using a portion of the funds to pay for a cross-GIT coordinator. Criteria for funding should be used for GITs to prioritize their projects and includes:
    o Will result in benefits across multiple outcomes.
    o Directly supports the biennial workplan.
    o Completes the next steps in an existing project or a project that was funded through GIT funding last year.
    o Addresses a barrier or challenge identified in the management strategy.
    o Leverages other sources of funding/identifies matching funds.
    o Critically timed project to achieving a management approach in a management strategy.
    o Involves multiple signatories.
    o Scope of work well developed and project ready to be implemented.
    o Provides a tangible public benefit.
    o Satisfies a unique funding need.
    o Identifies a clear product/deliverable(s).
    o Well timed with the needs of the GIT/program.
    o Enhances Chesapeake Bay Program visibility.
- How is STAR being engaged in this process?
    o They are not expressly in the timeline. The climate change WG is able to apply for funds.
    o Proposals that get at metric development, there is likely a more direct role for STAR. Scott is associated with the GIT Chairs so he is always invited.

- How can CAC advocate for projects to be prioritized? Optically, it looks like the Bay Program is making decision about spending a lot of money behind closed doors.
  - These people can be involved in the GITs. There is nothing restricted about participating in GITs.
  - This is something to consider for next year: what roles to ACs have for advocating based on priorities.
- **DECISION:** Next year's process for GIT Chairs making decisions should be brought to the MB.

GIT 6 Funding Ideas
- GIT members with FY15 GIT funding proposal ideas presented their proposals followed by discussion on ways to improve proposals before submission.
- "Resource/Information Needs Assessment" proposal:
  - Several MS identified knowledge and capacity of local officials, and we need someone to systematically assess the needs of all the groups. This proposal is a systematic approach to identifying all workplans' needs for local officials (knowledge transfer and capacity building).
  - This proposal may align with the cross-GIT coordinator position.
- "ChesapeakeDecisions User Research" proposal
  - As of Friday, we may have an ability to fund this work outside of GIT Funding.
  - **DECISION:** Do not submit the "ChesapeakeDecisions User Research" proposal.
- Proposal for a project to follow the Local Leadership Assessment project
  - Proposal would be to hire a consultant to look at the 3 mechanisms, decide which would be best fit, and how it is going to be implemented.
  - **DECISION:** Submit the proposal to design a watershed education program for local officials. Bevin will draft the proposal.
- Proposal for project to develop a baseline for local leadership
  - The baseline is important for us to move forward with other local leadership projects. TetraTech did some work on this, and we would like to see what they worked on.
  - **ACTION:** Engage the Local Leadership WG and have the local leadership baseline as a core component of the Alliance Contract. Submit a proposal to GIT Funding for a $20,000 match to this work. Carin will talk with Reggie regarding next steps.
- **DECISION** on prioritization of GIT Funding proposals:
  1. Project for developing a local leadership baseline
  2. "Resource/Information Needs Assessment" proposal
  3. Proposal for a project to follow the Local Leadership Assessment project
  4. Not to be submitted – "ChesapeakeDecisions User Research" proposal

Management System
Discussion Lead: Greg Allen
- One of the priorities of GIT 6 should be to establish a more regular way of managing the program on a two year bases.
- **ACTION:** A small working group will be established to work on developing a strategy management system. Volunteers: Greg Allen, Greg Barranco, Doreen Vetter. We will ask for a STAC representative to be on this group.

Attendance:

Kristin Fleming, MD DNR
John Schneider, DE DNREC
Diane Davis, DC DOE
Mike Foreman, VA DCR
Doreen Vetter, EPA
Greg Allen, EPA
Andy Zemba, PA DEP
Carin Bisland, EPA
Jennifer Pauer, WV DEP

Andrew Gavin, SRBC
Kirk Havens, STAC
Bevin Buchheister, CBC
Jessica Blackburn, ACB/CAC Liason
Mary Gattis, ACB/LGAC Liason
Julie Winters, EPA
Greg Barranco, EPA
Samantha Watterson, CRC