

Enhance Partnering, Leadership and Management Goal Implementation Team
Quarterly Meeting – Spring 2020
Meeting Agenda



Date: March 18, 2020

Time: 10:00 a.m. to 3:00 p.m.

Location: CBPO Fish Shack, Annapolis, MD 21403

Webinar: <https://zoom.us/j/123930445>

Conference Line: 929-205-6099

Meeting Page: [GIT 6 Spring 2020 Quarterly Meeting Page](#)

Dave Goshorn (Chair), DNR	Cassandra Davis, NY DEC	Ann Jennings, VA OSNR
Carin Bisland (Vice Chair), U.S. EPA	Rachelle Knight, NAVFAC	Jennifer Pauer, WV DEP
Greg Allen (Coordinator), U.S. EPA	James Edward, U.S. EPA	Matthew Pennington, WV EPRPDC
Chantal Madray (Staff), CRC	Rachel Felver, ACB	Kristin Saunders, UMCES
John Maleri, D.C. DOEE	Annabelle Harvey, CRC	Jennifer Starr, ACB
Greg Barranco, U.S. EPA	Kirk Havens, VIMS	Doreen Vetter, U.S. EPA
Jessica Blackburn, ACB, CAC	Carl Hershner, VIMS	Stephen Williams, DE DNREC
Elliott Campbell, DNR	Mark Hoffman, CBC	Jill Whitcomb, PA DEP

Agenda Item, Discussion Lead, and Desired Outcome	Time	Materials, Notes, and Action Items
I. Order of the Day, Announcements & Introductions <i>(Discussion Lead: Dave Goshorn)</i> <i>Review actions and decisions from the previous GIT 6 meeting and outline the objectives for today's meeting. Review updates and announcements from Goal Team members.</i> <i>Brief update on GIT Funding (Discussion Lead: Greg Allen)</i>	10:00 – 10:10	Materials: <ul style="list-style-type: none"> See below for list of “complete” vs. “in-progress” 2020 Meeting Dates: <ul style="list-style-type: none"> Wednesday, June 17th – Summer 2020 Wednesday, September 16th – Fall 2020 Wednesday, December 16th – Winter 2020
II. Celebrate Successes <i>(Discussion Lead: Greg Allen and Chantal Madray)</i> <i>PSC approval of the EC Directives Decision-Making Process and Outcome Language Revisions (an approach to updating 2014 Chesapeake Bay Watershed Agreement)</i>	10:10 – 10:30	Materials: <ul style="list-style-type: none">

<p>III. Organizational Analysis Update and Exercise (Discussion Lead: Greg Allen)</p> <p><i>Pilot study findings on “trust.” What is trust? How can one measure it? What are some possible interventions?</i></p>	<p>10:30-11:15</p>	<p>Materials:</p> <ul style="list-style-type: none"> • Survey Results https://www.surveymonkey.com/results/SM-L9Z6K6SW7/ <p>ACTION: Greg Allen will select one area of foci (i.e. trust), conduct a “pilot test,” and include how CBP can measure an example factor and how CPB might approach interventions and present findings at the GIT 6 meeting in March 2020. <i>In Progress</i></p>
<p>IV. Biennial Strategy Review System Updates (Workplan 1.1)</p> <p>A) <i>General SRS Update (Discussion Lead: Dave Goshorn), 10 minutes</i></p> <p>B) <i>Status of revisions to Management Strategies and Logic & Action Plans, using ChesapeakeDecisions (Discussion Lead: Laurel Abowd), 10 minutes</i></p> <p>C) <i>Progress on closing the loop on adaptive management (Discussion Leads: Kirk Havens and Carl Hershner), 15 minutes</i></p> <p>D) <i>SRS Facilitation Support Update (Discussion Lead: Kristin Saunders and Carin Bisland), 10 minutes</i></p> <p>E) <i>ChesapeakeDecisions data/analytics (Discussion Lead: Doreen Vetter)</i></p> <p>F) <i>Update on Documenting Outcome Change Revisions (Discussion Leads: Laurel Abowd and Chantal Madray)</i></p>	<p>11:15 – 12:00</p>	<p>Materials:</p> <ul style="list-style-type: none"> • ChesapeakeDecisions https://www.chesapeakebay.net/decisions <p>ACTION: Doreen Vetter will report back to group in March on Chesapeake Decisions user data/analytics. <i>In Progress</i></p> <p>ACTION: Laurel Abowd and Chantal Madray will work with Doreen Vetter on where to archive past SRS cycle documentation <i>In Progress (Laurel and Chantal will discuss next steps at the Feb. 20 SRS Planning Team Meeting)</i></p> <ul style="list-style-type: none"> ○ Laurel: (idea) The CBP Outcome pages can house this documentation and state the year/cycle info. and link to past info.
<p>Lunch</p>	<p>12:00 – 12:30</p>	
<p>VI. Updating Watershed Agreement Goals and Outcomes (Discussion Lead: Dave Goshorn)</p> <p><i>Discuss outcome of PSC meeting and follow-up actions. For example, how do we go about sharing the 2014 Agreement and its Addendum with others (hard copy and e-copies)? Update on public input period.</i></p>	<p>12:30 – 1:00</p>	<p>Materials:</p> <ul style="list-style-type: none"> • Management Board Approved Process Presentation (Carin and Doreen) • PowerPoint Presented to the PSC in January 2020 <p>ACTION: Once approved by the PSC, Chantal Madray and Laurel Abowd will work with Doreen Vetter to add a second sentence under “decision” for each outcome that says that the PSC approved the Diversity and Land Use requested change, mark it as resolved, and link it to Chesapeake Progress [Engaged Communities>Stewardship>Management Strategy Section]</p> <ul style="list-style-type: none"> ○ Change of language will appear in “Outcome” language at the top and will note what old language was under Management Strategy section and/or L&A plan section at bottom with links to the appropriate meeting info where decision was

		made). <i>In Progress</i> (Laurel and Chantal will discuss next steps at the Feb. 20 SRS Planning Team Meeting)
VII. Updating Governance Document (<i>Discussion Lead: Carin Bisland</i>) <i>Discuss next steps, regarding approving/adding the recommended quorum language revision to the Governance Document.</i>	1:00 – 1:30	Materials: <ul style="list-style-type: none"> Revised Table with Log of Revisions Carin’s Recommendations (Quorum) Note: PSC approved language for EC Directives added to Log of Revisions will be added to Governance Document.
VIII. Local Leadership Workgroup Updates (<i>Discussion Lead: Matt Pennington and Laura Cattell Noll</i>) A) <i>Update on Workplan and Feb. 11 LLWG Meeting (Workplan 2.3)</i> B) <i>Update on GIT Funding Project Contractor/Status</i>	1:30 – 2:00	Materials: <ul style="list-style-type: none">
IX. Budget and Finance Workgroup (<i>Discussion Leads: Elliott Campbell and Jim Edward</i>) A) <i>New Coordinator, Michelle Guck (EPA)</i> B) <i>Update on Workgroup activities (Workplan 2.4)</i> C) <i>De-brief, lessons learned from the Finance and Investment Forum, and plans for follow-up with Finance Experts (Discussion Leads: Laurel Abowd, Kristin Saunders, and Elliott Campbell)</i>	2:00 – 2:45	Materials: <ul style="list-style-type: none"> DECISION: When the new BFWG Coordinator is hired, the BFWG , and a small group of GIT 6 members , will review the workgroup’s charge and determine what its members have the capacity to do moving forward. <i>In Progress</i>
X. Wrap-up and Adjourn (<i>Discussion Lead: Dave Goshorn</i>)	2:45 – 3:00	Next Meeting → June 17, 2020 @ CBPO Fish Shack (Annapolis, MD)

Completed Actions/Decisions

- **ACTION:** Chantal Madray will work with Greg Allen to translate Organizational Analysis “Areas of Focus” slide into a survey via Survey Monkey **Complete**
- **ACTION:** Chantal Madray will add publication dates next to the references on the Organizational Analysis “Areas of Focus” PowerPoint slide **Complete**
- **ACTION:** At Thursday, Oct. 10th Coordinators/Staffers meeting, Laurel Abowd will remind group to share the Quarterly Progress Meeting planning timeline link with workgroup members and GIT Chairs, prior to preparing for a QPM. **Complete**
- **ACTION:** At Thursday, Oct. 10th Coordinators/Staffers meeting, Laurel Abowd will ask how groups are doing on columns 5 & 6. She will remind them that Kirk and Carl have offered to help, if needed. **Complete**
- **ACTION:** Chantal Madray and Laurel Abowd will check to see how **Blue Crab Management** is marked in Chesapeake Decisions and add that it is “retired” for “x” reasons [see Management Board Meeting notes below]. Determine how to document/link in Chesapeake Progress and vice versa. **Complete, already documented in ChesapeakeDecisions with the following language “In November of 2017—upon reviewing Blue Crab Management Outcome: Evaluation of Allocation-based Management Framework—the Management Board accepted the Blue Crab Management Outcome as complete.”**
- 2017 Watershed Implementation Plans: See Management Board meeting notes below. **Complete, already documented in Chesapeake Decisions with the following language “The Management Board did not agree to consider this outcome retired, but did agree to allow the GIT to refrain from developing a corresponding two-year work plan and instead focus on making progress toward the 2025 Watershed Implementation Plan (WIP) outcome.”**
- **ACTION:** Chantal Madray will update Log of Goals/ Outcomes Revisions accordingly. **Complete**
- **ACTION:** Chantal Madray will update Log of Gov Doc Revisions accordingly. **Complete**
- **DECISION:** GIT 6 approves, with revisions, the document describing the process for signing Executive Council Directives. The revised document will be brought to the Management Board for their approval at the December 12 meeting **Complete**
- **ACTION:** Dave Goshorn will **1)** add language defining/clarifying what a “directive” is [voluntary], **2)** adjust signature timeframe to “one month,” **3)** add language that PSC must poll members at the PSC meeting on their signatory’s position on the Directive as per the CBP consensus continuum, **4)** remove “supermajority” language from Option #2, **5)** send revisions to GIT 6 members, and **6)** take revised document with BOTH options to December PSC meeting, noting that GIT 6 recommends Option #1 **Complete**
 - If PSC members say “yes,” they are agreeing to get EC member signatures. If they do not, then they are “standing aside.”
 - Revised language will be sent to GIT 6 by November 6 with responses due back by November 20.
 - Draft will be sent to MB members for review no later than November 27.
- **ACTION:** Carin Bisland will write up a process for updating agreement outcomes that is consistent with the approach previously approved by the Management Board and currently reflected in the Governance Document. A change in outcome language could be reflected in both ChesapeakeProgress and ChesapeakeDecisions. A draft will be emailed to GIT 6 by November 6. Members will have two weeks (November 20) to respond. A revised draft will be shared (November 27) with the Management Board in advance of the December 12 meeting. **Complete**
- **DECISION:** GIT 6 does not need to direct attention to the **Public Access** and **SAV** requested revisions right now, pending future Management Board decisions
- **ACTION:** Laurel will add **Diversity** and **Land Use Methods and Metrics’** requested revisions to next PSC agenda **Complete**
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- **ACTION:** Dave Goshorn, Doreen Vetter and Chantal Madray, with help from Diversity and Land Use Methods and Metrics Outcome groups, will draft a document for the PSC that states: **1)** the requested **Diversity** and **Land Use** Outcome changes and **2)** justifications for such changes and how those changes will be reflected in the Bay Program’s documentation [Chesapeake Decisions and Chesapeake Progress] **Complete approved, see Carin’s PowerPoint**
- **DECISION:** GIT 6 is waiting on the result of the **Fish Passage** Outcome discussion at October Management Board Meeting. **Complete, group with item above**
 - Recommended to PSC change in Fish Passage outcome, In Progress (pending PSC approval)
- **ACTION:** After reviewing the Quorum language in the Governance Document, Carin Bisland will present recommended revisions to item #1 [see revised Log of Revisions] at the December 3rd GIT 6 Quarterly Meeting for member review. **Complete, identify next steps**

- **ACTION:** ~~Greg Allen~~ will draft a one-pager on how to proceed with forming a small group to help plan an effective discussion on CBP Organization Analysis with the CBPO Director, Dana Aunkst. This plan will be shared with GIT 6 members and Dana Aunkst before the agenda needs to be distributed for the December 3 GIT 6 meeting. Components of the CBP Organizational Analysis may overlap with the CBP Branding Strategy. (Team subsequently decided to defer this).
 - Pending survey results and discussion with Rachel on overlap with CBP Branding Strategy *Complete*
- **DECISION:** **Goal Team 6 members** will rank their top 10-ish “Areas of Focus” keywords/phrases in the above-mentioned survey and discuss next steps at the December 3 meeting using MenteeMeter and form a Priority Matrix. *Complete*
 - There will be room in the survey for respondents to add keywords/phrases, as well as additional comments
 - Survey respondents will be asked to focus on what will improve the effectiveness of the partnership and help implement the Watershed Agreement.
- **ACTION:** ~~Greg Allen and Chantal Madray~~ will discuss survey feedback with Dana Aunkst to get his input and discuss Branding Strategy overlap with Rachel Felter
 - ~~Greg and Chantal~~ will then work on identifying what our organization is currently doing, with regard to organizational analyses, what we can measure, and what interventions we can take (to present to GIT 6 at a future meeting) (Turned into Pilot Testing concept) *Complete*
- **ACTION:** **Carin Bisland** will request that Sherry Witt observe a future Management Board Quarterly Progress Meeting and then follow-up with her, David Goshorn, Dana Aunkst and CBPO staff afterward regarding the possibility of her facilitating future MB Quarterly Progress Meetings (QPM) *Complete*
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Remaining Actions/Decisions (see above)

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