Enhance Partnering, Leadership and Management
Goal Implementation Team Meeting

Tuesday, June 19, 2018
Location: Chesapeake Bay Program Office
410 Severn Avenue, Annapolis, MD 21403
Joe Macknis Memorial Conference Room ("Fish Shack")
Conference Line: 202-991-0477; **Code**: 903-7008
Web Access: https://epawebconferencing.acms.com/git6
Meeting Page: GIT 6 Quarterly Meeting - June 2018

Actions and Decisions

In Progress:

- **ACTION:** GIT 6 leadership will work with Kristin Saunders to create an outline for the 2019 Biennial SRS meeting. This outline (including suggestions for location, time, and topics) will be presented to the Management Board in August, and will be presented to the new director upon their start date. *Preliminary planning complete. See agenda item III.E.*

- **ACTION:** Emily Freeman will use the membership criteria template put together by the GDAT to fill in the current membership of GIT 6. The objective is to determine the role(s) and functions(s) of each current members, and any possible modifications to the standard criteria the GIT may want to consider. *Template drafted and filled using current GIT 6 membership. See agenda item VII.A.*

- **ACTION:** By mid-August, the leadership of GIT 6 and the Local Leadership Workgroup will begin working on preparing for the November QPM. *Preliminary meetings underway.*

Complete:

- **ACTION:** Emily Freeman will send out the revised "Changes to Goals and Outcomes" PowerPoint presentation. GIT 6 members should review and send comments to Emily by COB Monday, June 25.

- **ACTION:** By Monday, June 25, Dave Goshorn will draft a brief explanatory narrative of the "Changes to Goals and Outcomes" schematics.

- **ACTION:** GIT 6 members should review and send comments on the "Changes to Goals and Outcomes" narrative to Emily Freeman no later than COB Friday, June 29.

- **ACTION:** Emily Freeman will send out a call to GIT 6 members for volunteers to help plan the Biennial SRS meeting.

- **ACTION:** Emily Freeman will send out the revised Governance Document for a fatal flaw review. GIT 6 members should review and send comments to Emily by COB Friday, June 29.

- **ACTION:** Emily Freeman will insert the final text and schematics for "Changes to Goals and Outcomes" into in the revised Governance Document. *Graphic added. Pending MB approval.*

- **ACTION:** GDAT members will add language into the revised Governance Document on standard membership criteria (with corresponding template). *Language added. Pending MB approval.*

Decisions/Misc. Actions:
- **ACTION: GIT leadership** will meet with Web/Creative Team to see if there is a way to display information on the CBP website in a way that you could click on a person's name and see all the groups they are members of under their individual "profile." ***Not Started.***
    Note: this action item will be addressed subsequent to the development of membership criteria and the distribution lists issue has been resolved.