Status and Trends Workgroup: 2016-2017 Workplan

Under the Scientific, Technical Assessment and Reporting (STAR) Team of the Chesapeake Bay Program (CBP)

The Indicators Framework Action Team conducted work in 2015 culminating in a revised Indicators Framework, Indicator Management Process, and a recommendation to re-convene the Status and Trends workgroup under STAR to evaluate our indicator and information needs to support adaptively managing and communicating our progress toward the Bay Watershed Agreement. These findings were approved by the Management Board in November 2015. The following outlines the mission, scope of work, partners, and key actions of this workgroup.

Mission

1. Enforce the integrity of the Indicators Framework by ensuring the development and use of information in the CBP aligns with the principles described in the Framework.
2. Work with the Goal Implementation Teams (GITs) to identify information needed to track progress toward and adaptively manage achievement of goals and outcomes and foster cross-outcome collaboration.
3. Ensure up-to-date indicators for Partnership products that appropriately communicate our work. Staff the indicators management process.

Scope of Work

- Ensure Chesapeake Bay Program suite of indicators link directly to Agreement outcomes using the Indicators Framework.
- Use the Indicators Framework to guide development of indicators. Develop clearly defined criteria to assist the GITs in developing and refining indicators and understanding the relationship between the information types in the Framework.
- Identify indicator gaps using the Framework.
- Offer guidance to GIT coordinators and staffers seeking to develop new indicators. Discuss and vet ideas for new indicators. Offer other assistance as available and appropriate. Support efforts currently underway to develop new indicators.
- Manage the process of sunsetting old indicators.
- Ensure up-to-date indicator Analysis & Methods documentation.
- Recognize links among existing indicators: use framework to identify how some indicators provide information that supports multiple outcomes (e.g., performance indicators for one outcome may be an influencing factor indicator for another outcome).

Workgroup Membership

The workgroup includes core members and interested parties. Both groups receive updates and upcoming meeting information, and both groups are invited to attend workgroup meetings. The core membership will set the priorities of the work group, develop the annual work plan,

and attend the workgroup meetings regularly, while interested parties will provide input relevant to their area of expertise, and should review agendas for upcoming meetings to decide their participation based on the issues or indicators to be discussed. Core members will fulfill the roles below:

- ChesapeakeStat representative(s): advise on data visualization and communication via ChesapeakeProgress. Make sure workgroup actions and products align with the development of yet undefined Program-wide decision-making products.
- Communications Director: use stories to connect different indicators. Make sure workgroup is aware of what different audiences are looking to understand from Partnership indicators and progress. Advise workgroup on ways to best communicate indicator updates.
- Cross-GIT Coordinator: make better connections and facilitate better storytelling across the Program. Advise workgroup on participation in biennial review process.
- GIS Lead: `[Commented [FL1]: Need to get Howard's input here]`
- Indicators Coordinator: facilitate the workgroup. Bring up-to-date knowledge about indicators being updated or developed.
- ~~Integrated~~ Monitoring ~~Networks Workgroup~~ representative: advise workgroup on considering monitoring needs and opportunities in the development of new indicators.
- STAR Analyst: support the workgroup and GIT leads in developing new indicators. Contribute expertise in statistics, monitoring, and analysis.
- STAR Coordinator: connect workgroup and GIT leads developing new indicators with science providers through STAR. Find experts and provide in house support for indicator development. Build the capacity of the Program to develop, analyze and understand indicators and trends.
- Web Team representative: ensure that the workgroup activities and products align with Partnership current web products.

Other interested parties include Communications Workgroup leadership, indicator data providers, STAR leadership, state monitoring program representatives, representatives from the Susquehanna River Basin Commission (SRBC) and Interstate Commission on the Potomac River Basin (ICPRB). GIT Coordinators and ~~s~~Staffers, and Bay Program managers.

Partners of the Workgroup

Indicators Coordinator: staffs the Status & Trends workgroup and facilitates the indicators management process.

STAC: uses its reach of scientific and technical experts to address Partnership information needs and advise on adaptive management.

STAR: showcase GIT needs and provide input on workplan of the Status & Trends workgroup. Provide in-house science expertise and a connection to other related STAR workgroups.

Communications Workgroup: to help inform the activities of the CBP Communications Office, the Communications Workgroup discuss the merits of different sets of data or information that could be used to communicate our progress (to oversight groups, to the public, etc.) and inform the ways we might effectively coordinate the updates of or storytelling around single or groups of indicators (whether it is for internal communications—e.g., biennial review process—or external communications).

Key Actions

Note: Items with an asterisk indicate that taking the action is contingent upon group discussion and consensus that determines the action would be helpful or necessary.

Action	Mission Area	Timeframe (Calendar Year)	Lead	Completed
Define the Universe	2			
• Identify which outcomes in the Agreement are measurable (and which are not)		----------------		May Coordinators & Staffers
• Come to agreement on treatment of these different parts.		----------------		June Status & Trends
Develop guiding questions to assist GITs in developing indicators in each of the categories of the Indicators Framework*	1	Q4 2016		
Hold meetings (either Status & Trends or Coordinators / Staffers) with GIT Coordinators and Staffers on indicator updates, needs, and development to foster cross-outcome collaboration.	2	Q4 2016; Q2 2017		
• Use these meetings to assist GITs in preparing for biennial review as appropriate.				
• Suggest meetings be held biannually, during the second and fourth quarter, beginning in November/December 2016.				
Confirm and codify plans related to development of any revised/new indicators, including …	3	Ongoing		
• Environmental Literacy (3 indicators, 1 per Outcome)		Q4 2016		
• Diversity		Q4 2016		
• Stream Health		Q4 2016		
• Tree Canopy		Q4 2016		

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• Oysters		Q1 2017	
• Brook Trout		Q2 2017	
• Stewardship		Ongoing	
• Climate Resiliency		Ongoing	
• Local Leadership		Ongoing	
• Toxic Contaminants Policy and Prevention		Ongoing	
• (other indicators to be added as needs are identified).		Ongoing	
Create Program Examples of Indicators Framework in Action	2		
• Select subset of Outcomes where completing an Indicators Framework could act as an example across the Program		Q2 2017	
• Identify existing or nonexistent indicators or metrics to complete the Indicators Framework for that subset of Outcomes.		Q2 2017	
Work with Communications team to develop progress statements for nonmeasurable parts of Outcomes. Determine structure for assessing progress on these actions.	3	Q2 2017	
Glean lessons learned from STAC workshop on *Aligning Chesapeake Bay Program (CBP) Monitoring Efforts to Support Climate Change Impact and Trend Analyses and Adaptive Management*	2	Q2 2017	
Align Current Indicators to Indicators Framework	1		
• Identify current indicators that are not not directly linked to an Agreement Outcome		Q2 2017	
• Identify indicators that require support to adapt to the FrameworkIdentify current indicators that require other adaptation support		Q3 2017	
• Work with GIT Coordinators to suggest changes or alternatives as needed		Q3 2017	
• Identify indicators that are no longer needed or relevant to support work of the Watershed Agreement		Q3 2017	
• Work with GITs to sunset these indicators or, if appropriate, transition them to other CBP publicationsroducts.		Q4 2017	
Formulate Prioritized List of Needed Indicators	2		

Commented [FL2]: Would this be a valuable activity? In one workgroup meeting, I heard that it might, in another I heard that this can happen outside this workgroup.

Commented [FL3R2]: I think we'd be a consultant on this activity, mainly in drafting the statement and tailoring it for appropriate audiences, but the GITs and Workgroups would take the lead, content-wise.

Commented [FL4]: Decided to delete because Indicators Coordinator can follow up directly and bring any useful model or information back to the workgroup, but there's no direct workgroup activity yet.

• Engage STAC on approach to identification of needs (e.g., this section of workplan)		Q1 2017		
• Work with GITs to identify needed indicators of all types (performance indicators, factors influencing indicators, and output indicators (workplan activities)		Q2 2017		
• Create a high level summary of current and needed indicators of all types		Q2 2017		
• Analyze for commonalities among needs for Factors Influencing indicators		Q2 2017		
• Engage STAC on prioritization of indicator acquisition in light of adaptive management needs		Q2 2017TBD		
• Consider whether filling information gaps (a) is possible and (b) would support adaptive management		Q3 2017		
• Update and refine list of current and needed indicators for all types (performance, factors influencing, and output)		Q3 2017Q4 2017		
• Develop prioritization plan or criteria and apply to needs listedour list of indicator needs.		Q4 2017		
Highlight information needs as necessaryUse prioritized list to highlight needed information to groups within CBP	2	OngoingQ4 2017		
Build the capacity of the Program to develop and maintain indicators through partnerships with STAR, STAC and Communications groups	2, 3	Ongoing		
• Work with STAR and STAC to address priorities through appropriate mechanisms. For example, help facilitate "Apollo 13" roundtables with subject matter experts to identify existing capacity to address needs. prioritize information needs and understand capacity to address		Q4 2017		
• Facilitate "Apollo 13" roundtables with subject matter experts to focus problem solving on available tools and information		Ongoing		
Encourage use of indicators in adaptive management through biennial review process				
• Work with Communications team to identify stories to showcase or examine in biennial reviews	2	Ongoing		
• Help GITs prepare for biennial reviews	2	Ongoing		

Commented [FL5]: Is there a Communications piece to building the capacity?

• Support GITs in using existing indicators to make determinations about progress	2	Ongoing		
• Encourage use of the Indicators Framework to identify other information needs	2	Ongoing		
• Work with information needs identified in biennial review process to determine if indicator is needed and, if so, guide GIT through indicator development process	1, 2, 3	Ongoing		
• Frame biennial review process as an opportunity to gauge Outputs (workplan activities) and their relationship to achievement of the overall Outcome.	1	Ongoing		