

Status and Trends Workgroup Agenda

May 24, 2016 from 1:00-3:00 PM

Joe Macknis Memorial Conference Room (Fish Shack)

Conference Line: 866-299-3188, access code 2649856222

1:00-1:15 pm Opening (Laura Free, 15 minutes)

- Welcome and introductions
- Review action items from last meeting:
 - Feedback on process—how would you prefer to review incorporation of your feedback?
 - Staffer to send out placeholder invitation for next meeting (completed)
 - Coordinator to begin drafting workgroup schedule/strategy (in progress)
 - Coordinator to share timeline or calendar of indicator updates/adaptation/development (completed)
 - GITs and outcome representatives to review respective outcomes in the provided PDFs and send feedback to Laura Free before next meeting (in progress)
 - Coordinator to convene a planning subgroup to determine agenda topics for next meeting (completed)
 - Coordinator to update Indicator by Status tables, based on information received from workgroup members, including the following point made at this meeting: Add “Research” as a category (in progress)

1:15-1:45 pm Indicators in Development: Establishing an Environmental Literacy Indicator (Shannon Sprague, 10 minute presentation and 20 minute discussion)

Objective: This agenda item will feature presentations or discussions led by outcome representatives (GIT coordinators, staffers, or other outcome leads) as they develop new indicators. Specific topics will change each month as needed.

Desired Outcome: Workgroup is knowledgeable about the direction of development, provides advice or recommendations on options presented, and is prepared to engage on a more detailed level with the Environmental Literacy workgroup.

1:45-2:30 pm Hone our Focus (Laura Free, 45 minutes)

Objective: This activity will establish clarity on the focus of the workgroup in terms of indicators vs. communications efforts.

- Attendees divide into small groups to card sort pieces of each outcome into two groups.

Group A	Group B
Pieces of the outcome where one or more of the following applies:	Pieces of the outcome where one or more of the following applies:
<ul style="list-style-type: none">• Partnership could track <i>trends over time</i>	<ul style="list-style-type: none">• There is a <i>specific action</i> the Partnership needs to take
<ul style="list-style-type: none">• A <i>numeric target</i> is stated within the outcome statement (example: 185,000 acres of SAV)	<ul style="list-style-type: none">• We can describe our progress with <i>Yes or No</i>
<ul style="list-style-type: none">• <i>Definition</i> of a desirable, measurable state (example: enhance wetland function)	<ul style="list-style-type: none">• An <i>output</i> (research agenda, report, etc.) is specified

- After the activity, each group can report out briefly about the questions they wrestled with and the criteria they discussed. The composition of groups A and B won't necessarily be decided through this activity, but this is a quick way to get an initial sense of how the workgroup might begin to prioritize indicator acquisition and development support.

Desired Outcome: Workgroup members have sorted pieces of the agreement outcomes that do not currently have indicators into two categories, and the Indicators Coordinator can look for commonalities among the groups to understand where the workgroup might prioritize its work.

2:30-2:45 pm Timeline (Laura Free, 15 minutes)

Objective: Indicators Coordinator will review a timeline of indicators for the next year. The timeline includes updates of data for existing indicators and anticipated touch points for indicators currently in development.

Desired Outcome: Members understand the timing of efforts underway and are able to prioritize work accordingly.

2:45-2:50 pm Data Updates (Laura Free, 5 minutes)

Objective: This standing agenda item will confirm data updates completed in the last month and list data updates occurring within the next month. These updates may be more helpful in the beginning to provide context for the workgroup; they may be unnecessary as the workgroup becomes more active in these processes.

Desired Outcome: Members are aware of completed and upcoming data updates and can resolve timing conflicts or other issues offline with the Indicators Coordinator.

2:50-3:00 pm Report Out of Action Items (Melissa Merritt, 10 minutes)

Adjourn

Future Agenda Items

Topic	Timeframe	Lead
Timeline and Schedule for Upcoming Indicators	Completed – included in this agenda	Melissa Merritt and Laura Free
What outcome statements in the “Non-Measurable” document can we move into the “Measurable” document, based on the information we would acquire rather than the outcome itself?	To be addressed in May 24 th activity	Laura Free
Fuller discussion of distinguishing between measurable and non-measurable outcomes	To be addressed in May 24 th activity	Workgroup members
Developing a Citizen Stewardship Indicator	June 10, 2016	Amy Handen
Discussion: Options for an Oyster Indicator	Summer 2016	Bruce Vogt/Mindy Erich
Establishing a Baseline for Diversity	Summer 2016	Reggie Parrish
Exploring a Forage Fish Indicator	Summer 2016	Bruce Vogt

*Scientific, Technical Assessment and Reporting (STAR) Team
Chesapeake Bay Program*

Review flow chart for process for collecting data (One universal? One for each indicator?)	Summer 2016	Catherine Krikstan
How do we involve GIS in this review?	In progress – included in revised process presentation	Catherine Krikstan
Can GIT coordinators view media - such as maps - before they go live, in an update (as is done in an adapted or new indicator process)?		
How do key actions in the work plans relate to an indicator?	Summer 2016	Workgroup members
Brainstorming and voting activity: What are our workgroup priorities for 2016? For the next 6 months? For the next 3 months?	Summer 2016	Workgroup members