**Draft Agenda for Decision Framework Implementation Workgroup Meeting**

March 23, 2012, 1:00-2:00 pm

CBPO Conference Room 303

Call-in: DC #1 Conf Bridge (866)299-3188 code: 410-267-5731

Adobe Connect: <http://chesapeake1.adobeconnect.com/dfiw>

1. Roll Call and approval of [3/9/12 meeting summary](http://www.chesapeakebay.net/channel_files/17900/dfiw_mtg_summary_030912.doc) – Carl
2. Updates from GIT mentors on achieving the March 30th deadline for “first pass” (see below for “advanced prep”):
   * Fisheries GIT – Brent/Carin
   * Habitat GIT – Doreen
   * Water Quality GIT – Scott
   * Watershed GIT –Mike F./Anna S.
   * Stewardship GIT – Mike M.
   * Partnership GIT – Carl/Carin
3. Discuss initial draft of applying the DF to GIT6 work – Carl
4. Update/discussion of other action items from 3/9/12 mtg:
   * Send to DFIW the spreadsheet with current workgroups and current goals for GITs and their workgroups/teams, concurrent with a final review by the coordinators/staffers (Nita/Carin)
   * For the April 11th MB conference call: Develop an appropriate update/progress report on the status of each GIT’s use of the DF. (Carin/Nita/Carl)
   * For the May 9th MB mtg: Discuss plan for developing concrete evidence/documentation of each GIT’s use of the DF (Carin/Nita/Carl)
   * Use the confirmed/edited goals and workgroups to update ChesapeakeStat development site and Governance document (ChesapeakeStat Development Team and GIT 6)
   * Work with GITs, as needed, and provide encouragement/guidance to improve goal statements (DFIW mentors)
   * Develop a response and FAQ document for staffers to address their confusions and concerns regarding the decision framework, adaptive management, and ChesapeakeStat teams and processes (Rich/Doreen)

**Advanced Prep for 2nd agenda item (March 30th deadline for “first pass”):**

* GIT chairs agreed “Each GIT will work through the Decision Framework with the help of Carl Hershner’s team and bring back at least one goal to next GIT meeting to be held early in 2012.”
* Each mentor needs to provide an update on progress using the DF to develop documentation for at least one goal by March 30th. ***If mentors cannot participate in the mtg, please provide a written update in advance to Nita and Carl.***
* For assistance, please refer to “Section 3” of the [Adaptive Management document](http://www.chesapeakebay.net/channel_files/17899/enabling_effective_adaptive_management_in_cbp_021312.doc), and the decision framework “[examples document](http://www.chesapeakebay.net/channel_files/17881/df_examples.docx)”, the [power point presentation](http://www.chesapeakebay.net/channel_files/17906/111201_cbp_git_leaders.ppt) and the “[important considerations](http://www.chesapeakebay.net/channel_files/17906/df_implementation_issues.docx)” document developed by Carl.
* On March 30th, Carin plans to provide to the MB documentation for each GIT (for discussion by the MB at their April 11th conference call).