

**Budget and Finance Workgroup  
Winter 2020 Quarterly Meeting  
Meeting Agenda**



**Date:** January 29, 2020

**Time:** 1:00 – 3:00 PM

**Location:** CBPO; 305 Conference Room

**Web Access:** <https://zoom.us/j/363524915>

**Meeting ID:** 363-524-915

**Conference Line:** +1 929-205-6099

**Meeting Page:** [BFWG Winter 2020 Quarterly Meeting Page](#)

**Members**

Jim Edward, EPA (Co-Chair)	Jessica Blackburn, ACB
Elliott Campbell, MD DNR (Co-Chair)	Greg Barranco, EPA
Chantal Madray, CRC (Staff)	Kristin Saunders, UMCES
Greg Allen, EPA	Ann Jennings, VA ONR
Jana Davis, CBT	John Maleri, DC DOEE
Megan Granato MD DNR	Dan Nees, UMD
Jill Whitcomb, PA DEP	Paul Emmart MDE
Amy Handen, NPS	Jennifer Starr, ACB
Laural Abowd, CRC (Staff)	

Agenda Item, Discussion Lead and Desired Outcome	Time	Materials, Notes, Action Items
<b>Introductions, Announcements and Order of the Day</b> (Discussion Leads: Jim Edward and Elliott Campbell)  <i>Reminder about 2020 meeting dates. Brief recap of action items from November meeting, including progress made and next steps.</i>	1:00 pm – 1:10 pm	<b>Announcements:</b> Upcoming BFWG Meeting Dates <ul style="list-style-type: none"> <li>• <b>April 29</b>, CBPO 305 Conf. Room</li> <li>• <b>July 29</b>, CBPO 305 Conf. Room</li> <li>• <b>October 28</b>, CBPO 305 Conf. Room (or new office location)</li> </ul> <b>Summary of Actions/Decisions from July 2019 Meeting:</b> <ul style="list-style-type: none"> <li>• Please see below</li> </ul>
<b>Finance Forum Update</b> (Discussion Lead: Laurel Abowd and Kristin Saunders)  <i>Laurel and Kristin will provide updates on the Finance Forum and ask the group for feedback on any pending items.</i>	1:10 pm – 1:40 pm	<b>Materials:</b> <ul style="list-style-type: none"> <li>•</li> </ul>
<b>GIT Funding Update</b> (Discussion Lead: Greg Allen)  <i>Greg will provide a brief update on the status of FY 19 GIT Funding Program and plans for the future</i>	1:40 pm – 1:45 pm	<b>Materials:</b>
<b>CBP Budget Update</b> (Discussion Lead: Jim Edward)  <i>Jim will provide an update on the CBP FY20 Budget increase</i>	1:45 pm – 2:00 pm	<b>Materials:</b> <ul style="list-style-type: none"> <li>•</li> </ul>
<b>Coordinator/New Hire Update</b> (Discussion Leads: Jim Edward)	2:00 pm – 2:15 pm	<b>Materials:</b> <ul style="list-style-type: none"> <li>•</li> </ul>
<b>Conowingo Finance Update</b> (Discussion Lead: Dan Nees)	2:15 pm – 2:30 pm	<b>Materials:</b>

<b>Workgroup Priorities and Leadership</b> (Discussion Lead: Jim Edward and Elliott Campbell)  <i>The Chairs will lead a discussion on the future priorities of the workgroup (2020-2021)</i>	2:30 pm – 2:50 pm	
<b>Workgroup Member Updates/Announcements</b> •	2:50 pm – 3:00 pm	

#### Summary of Actions/Decisions from July 2019 Meeting:

**ACTION:** Take lessons learned from SAV financing project and use them to improve Finance Forum, *In Progress*

- See contractor proposal from The Alliance and ERG on how this might work

**ACTION:** **Dan Nees** will work on Conowingo project assessment and use that information to draft a financing strategy. He should have the assessment and most of the financing strategy done within a year. *In Progress*

- These materials will inform the project’s business plan/next steps

#### Others

**DECISION:** host one-day workshop [forum] with experts so that participants can learn from the SAV Finance experience, learn about how finance may be able to help address issues that work groups face, and develop options to stay involved afterward (e.g. to see how we can improve the SRS Financing Forum concept). *In Progress*

- There is an opportunity here to serve as a conduit between “information” dissemination and “engagement.” Afterward, workgroup can help connect participants to experts
- Workgroups should complete a pre-workshop assessment of where they see finance interfacing with their goals

**DECISION:** Goal Team 6 needs to make a recommendation on what to do with the 150 thousand surplus. *In Progress, pending Discussion at GIT Chairs Meeting*