

**CBP Goal Implementation Team
Enhanced Partnering, Leadership, and Management
Meeting Summary**

Date: September 2, 2014

Time: 1:00pm-3:00pm

Location: Conference Call, Room 303 at CBPO

Call-in: 866-299-3188

Code: 410-267-5731 (DC Conference #1)

Adobe Connect Link: <https://epa.connectsolutions.com/git6>



Members In Attendance:

Greg Allen, EPA	Matt Fleming, MD DNR	John Schneider, DE DNREC
Greg Barranco, EPA	Mike Foreman, VA DCR, Chair	Ben Sears, NY DEC
Russ Baxter, VA SNR	Mary Gattis, ACB (LGAC Liason)	Doreen Vetter, EPA
Carin Bisland, EPA, vice-Chair	Kirk Havens, VIMS (STAC Liaison)	Samantha Watterson, CRC
Jessica Blackburn, ACB (CAC Liaison)	Carl Hershner, VIMS	Kristen Wolf, PA DEP
Bevin Buchheister, CBC	Jackie Lendrum, NY DEC	Andy Zemba, PA DEP
Diane Davis, DC DOE	Chris Orvin, EPA	Reggie Parrish, EPA
Kevin Debell, EPA	Jennifer Pauer, WV DEP	
Sarah Diebel, DOD	Tim Roberts, EPA	

Agenda Item, Discussion Lead and Desired Outcome	Time	Background Docs, Notes, and Action Items
Introductions (Discussion Lead: Mike Foreman)	1:00-1:05	
Options for Annual Performance Review Process Update (Discussion Lead: Greg Allen) <ul style="list-style-type: none"> The development of these options will be established and communicated via email 	1:05-1:15	<ul style="list-style-type: none"> GIT 6 was charged by MB to develop options for an annual performance review process. At the last meeting, there were no volunteers for a workgroup. Greg A. and Samantha were given an action item to continue developing these options. Work that was used several years ago will be pulled together to develop these options. GIT 6 staff has been investing substantial time in other time-sensitive projects including the Evaluation Function and FY14 GIT Funding.

		<ul style="list-style-type: none"> • The Evaluator Function Workgroup will lead the Annual Performance Review after the Evaluation Function paper is complete. • There was no deadline associated with this action item given by the MB; however, this will likely be presented to the MB this winter.
Local Leadership Management Strategy Planning (Discussion Lead: Carin Bisland) <ul style="list-style-type: none"> • Overview of plan for the Local Leadership Management Strategy • Discussion to determine the distinction between the Citizen Stewardship and Local Leadership Outcomes. 	1:15-2:00	<ul style="list-style-type: none"> • Local Leadership Outcome Justification Document • Citizen Stewardship Outcome Justification Document • The MB has assigned the Local Leadership Management Strategy development to GIT 6. Reggie Parrish will be the coordinator for the Local Leadership Workgroup. • There will be GIT funding used to assess local leadership training programs and come up with recommendations on work to do in the future through this management strategy. • The MS are due in one year, but during that period of time must go through public input, review, and PSC approval. Draft MS must be finished by March. • There is a strong tie between the Local Leadership and the Citizen Stewardship Outcomes. In order to proceed on developing this MS, we must specify the definition of "local officials." Some feel that this includes leaders under NGO's, while others view the Citizen Stewardship Outcome as inclusive of NGO leaders. This will require coordination with the Stewardship Goal Team. At this point we will not limit the discussion to elected officials. • We need to get our arms around how the funding will relate to this MS development and how we will move forward. • The Goal Team agreed that there should be a workshop to specify the focus of this MS. This workshop will likely occur in late October or early November and will include some individuals from organizations that currently have local leader development efforts underway. • Mary, Bevin, Reggie, Carin, and Mike volunteered to plan this workshop. Jessica is predicted to volunteer. • The MB will ask GIT Chairs on the progress on stakeholder engagement at the next MB meeting. • At the next GIT meeting, there will be a report on the progress made toward the workshop planning. • Action: Mary will check with Jessica to determine if she will help plan this workshop.

		<ul style="list-style-type: none"> • Action: If you are interested in being a part of the workshop, email Samantha. • Action: Send suggestions for key local officials to be invited to the workshop to Samantha. • Action: Reggie will send out a doodle poll find a time to plan a meeting of the individuals who will plan the workshop.
FY 14 GIT Funding Process Update (Discussion Lead: Kevin DeBell and Greg Allen) <ul style="list-style-type: none"> • Status update on FY14 GIT Funding Process • Update on GIT 6 Proposals 	2:00-2:15	<ul style="list-style-type: none"> • 2014 08 26 GIT Funding Proposals Summary above \$850K • 2014 09 02 Proposal Workbook • 2014 08 26 Updated GIT 6 Proposal Summaries • There is \$862K available for these projects and 17 projects will be funded. There are two GIT 6 projects that will be funded with this FY14 funding. • Projects will be funded through interagency agreements, existing grants, and contract vehicles. The main funding vehicle is through the MD Chesapeake Bay Implementation Grant to the Chesapeake Bay Trust. • Actions continue to be made to move forward in this process. • Action: Kevin, Greg, and Samantha will correspond with GIT to request necessary additional information.
Action Items, Wrap-up, Next Meeting	2:15 – 2:20	<ul style="list-style-type: none"> • The next meeting will occur on Tuesday, October 7.