

**CBP Goal Implementation Team
Enhance Partnering, Leadership, and Management
Meeting Agenda**

Date: October 6, 2015

Time: 1:00pm – 3:00pm

Location: Conference Call, Room 303 at CBPO

Call-in: 866-299-3188

Code: 267-985-6222

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



Members In Attendance:

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

Agenda Item, Discussion Lead and Desired Outcome	Time	Materials, Notes, and Action Items
Introductions (Discussion Lead: Mike Foreman)	1:00-1:10	<p>Summary of Action Items from September Meeting:</p> <ul style="list-style-type: none"> • Complete: The updated version of the GIT mission statement will read: “Continually improve the leadership and management of the CBP and assist watershed partners and stakeholders in building their capacity to become environmental leaders in their community.” • Complete: Invite a member of the Communications Workgroup to join our GIT. • Complete: Add adaptive management under themes of work. • In Process: At a future meeting, we will discuss GIT6 membership (i.e., adding more people to the GIT or establishing new workgroups under the GIT). • Complete: At the October meeting, we will revisit the mission and themes of our GIT and continue the discussion from this face to face meeting. • In Process: Next year’s process for GIT Chairs making decisions should be brought to the MB. • Complete: Do not submit the “ChesapeakeDecisions User Research” proposal.

		<ul style="list-style-type: none"> • <u>Complete:</u> Submit the proposal to design a watershed education program for local officials. Bevin will draft the proposal. • <u>In complete:</u> Engage the Local Leadership WG and have the local leadership baseline as a core component of the Alliance Contract. Carin will talk with Reggie regarding next steps. • <u>Complete:</u> DECISION on prioritization of GIT Funding proposals: <ol style="list-style-type: none"> 1. “Resource/Information Needs Assessment” proposal 2. Proposal for a project to follow the Local Leadership Assessment project 3. Not to be submitted – “ChesapeakeDecisions User Research” proposal • <u>In Process:</u> A small working group will be established to work on developing a strategy management system. Volunteers: Greg Allen, Greg Barranco, Doreen Vetter. We will ask for a STAC representative to be on this group.
Face to Face Meeting Debrief (Discussion Lead: Mike Foreman) <ul style="list-style-type: none"> • Summary and status of action items. • Debrief and further discussion of GIT mission and vision. 	1:10-1:40	<ul style="list-style-type: none"> • <u>Mission Statement:</u> “Continually improve the leadership and management of the CBP and assist watershed partners and stakeholders in building their capacity to become environmental leaders in their community.” • <u>Themes of Work:</u> <ul style="list-style-type: none"> ○ “Strategy” (Adaptive) management (e.g., one tool for delivery is ChesapeakeStat) ○ Governance of the Partnership ○ LL WP development ○ Facilitation of GIT Funding ○ Performance evaluation of the partnership ○ Cross GIT collaboration • <u>Materials:</u> <ul style="list-style-type: none"> ○ Meeting Summary
FY15 GIT Funding Updates (Discussion Lead: Greg Allen) <ul style="list-style-type: none"> • Overview of process and updates on projects selected for funding. • Status updates on the four GIT6 proposals. 	1:40-2:10	<ul style="list-style-type: none"> • <u>Materials:</u> <ul style="list-style-type: none"> ○ Spreadsheet ○ Presentation ○ Current draft of Local Leadership proposal
Local Leadership Workplan Development Updates (Discussion Lead: Reggie Parrish) <ul style="list-style-type: none"> • Status updates on the three Local Leadership GIT funding proposals. • Report on the Local Leadership synthesis project and Watershed Forum Feedback. 	2:10-2:40	<ul style="list-style-type: none"> • <u>Materials:</u> <ul style="list-style-type: none"> ○ Final Local Leadership MS ○ Local Leadership Synthesis Report ○ Presentation • <u>Important Dates for Workplan Development:</u> <ul style="list-style-type: none"> ○ November 2: first draft due to MB for progress check-in on November 12 ○ December 18: draft due to MB for a 4 week review ○ January 14: MB meeting; fatal flaw discussion

		<ul style="list-style-type: none"> ○ January 22-March 8: 45 day public input period ○ March 8-25: GITs review/summarize comments and revise workplans ○ March 25: revised drafts due to MB for April 14 MB meeting ○ April 14: MB meeting; discuss final changes and accept as complete ○ April 22: final revisions due from GITs ○ April 30: workplans final and posted on web
Updates (Discussion Lead: Greg Allen and Carin Bisland) <ul style="list-style-type: none"> • CBP Performance Assessment • Indicators Framework Action Team • Other GIT6 member updates 	2:40-2:55	
Action Items, Wrap-up, Next Meeting (Discussion Lead: Mike Foreman)	2:55-3:00	<ul style="list-style-type: none"> • Next Meeting: Tuesday, November 3, 1pm-3pm.