



Chesapeake Bay Program
Science. Restoration. Partnership.

August 20, 2025

GIT: 6 Beyond 2025 Phase II Structure and Governance

Principals' Staff Committee Update

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Meeting Best Practices Overview

As part of the PSC-directed structure and governance component of the Beyond 2025 charge, GIT 6 was tasked with developing best practices to enhance coordination among CBP groups and improve meeting efficiency throughout the partnership.

- Feedback received and comments incorporated from GIT 6 members, Coordinators, Staffers, and Management Board members on meeting best practices appendix and standard agenda / minutes templates.
- Seeking approval from Management Board on appendix and standard agenda / minutes templates at September 11th meeting.

Meeting Best Practices Products

General Categories:

1. Meeting Planning and Logistics
2. Documentation and Communication Standards
3. Time Management
4. Meeting Conduct and Participation
5. Decision-Making Processes
6. Technology and Security Guidelines
7. Training and Continuous Improvement
8. Additional Considerations

- ❖ Best practices and standard agenda / minutes templates should be implemented partnership-wide
- ❖ Incorporated into CBP Governance and Management Framework
- ❖ Need to assign responsible group for future periodic evaluation of best practices

Geographic Program Reviews

Key Questions:

1. How does governance/structure support the Program's vision, goals, and actions?
2. How are roles and responsibilities defined?
3. Funding mechanisms; resource prioritization?
4. Accountability framework? How is success measured?
5. Lessons learned? Challenges?
6. Tribal engagement?

Programs:

- [Puget Sound Partnership](#)
- [San Francisco Estuary Partnership \(SFEP\)](#)
- [Long Island Sound Partnership \(LISP\)](#)
- [International Joint Commission \(IJC\)](#)
- [Great Lakes Restoration Initiative \(GLRI\)](#)
- [Delaware Center for the Inland Bays \(CIB\)](#)
- [Gulf Coast Ecosystem Restoration Council \(GCERC\)](#)

What's Working in Other Programs – Opportunities for CBP



Action Planning



Resource Allocation



Tribal/Community



Conservation



**Science/Indigenous
Knowledge**



Emerging Issues

Next steps for GIT 6:

1. Seek approval from Management Board at September 11th meeting to implement meeting best practices and agenda / minutes templates.
2. Wrap up geographic program reviews by end of August.
 - Synthesize findings from reviews and share insights with Governance and Accountability team (GAT).
 - Utilize existing models to inform Beyond 2025 work