

## EC Planning Meeting - August 10, 2022

### Participants:

Carin Bisland, EPA CBPO (Chair)	Julia Wakeling, DC DOEE
Rachel Felver, ACB CBP (Chair)	Jutta Schneider, VA DEQ
Garrett Stewart, CRC CBP (Staffer)	Marel King, CBC
Marisa Baldine, CRC CBP (Staffer)	Matthew Rowe, MDE
Jennifer Starr, LGAC	Meg Cole, STAC
Jennifer Walls, DE DNREC	Shane Gutsie, PA DEP
Jess Blackburn, CAC	Teresa Koon, WV DEP

- **Briefing book**

- The 2022 EC Briefing Book page can be accessed here:  
[https://www.chesapeakebay.net/ecbrief/2022\\_executive\\_council\\_meeting\\_briefing\\_book](https://www.chesapeakebay.net/ecbrief/2022_executive_council_meeting_briefing_book)

- **Meeting plans:**

- Most likely meeting date is Tuesday, October 11.
  - No final word from PA and DC.
- Location: EPA Headquarters
- EPA Headquarters
  - 1200 Pennsylvania Avenue NW, Washington, D.C. 20004
  - Easy to access for EC members, staff and members of the public.
- PSC agreed the meeting should be in-person.
- We will continue to offer a live-stream option for the public.

- **Logistics document**

- Lodging and transportation information:  
[https://www.chesapeakebay.net/documents/ecbrief/45069/2022\\_ec\\_lodging\\_and\\_transportation\\_\(1\).pdf](https://www.chesapeakebay.net/documents/ecbrief/45069/2022_ec_lodging_and_transportation_(1).pdf)

- **Theme**

- Potential themes:
  - The Chesapeake Bay Program of the Future-2025 Beyond-what will it look like, who will it include and how do we decide?
  - Beginning to Think Beyond 2025: Maintaining the Momentum for an Inclusive and Restored Chesapeake Bay Watershed
    - The focus on inclusivity is good.
    - The word “restoration” has been questioned lately especially in relation to climate change. It might be worth changing to healthy, thriving or resilient.
      - Healthy might better reflect the health of the environment and the community.
      - The vision of CBP goes beyond restored, so healthy might better reflect the goals of CBP.
  - The Roadmap to 2025 and Beyond: Including a Watershed in Bay Restoration

- Roadmap to 2025 reflects the vision of the PSC for this meeting.
  - Planning team decision:
    - Roadmap to 2025 and Beyond: Maintaining Momentum for an Inclusive and Healthy Chesapeake Bay Watershed
- **Briefing Book**
  - What elements of the briefing book are helpful for the planning committee and EC members?
  - Examples of past briefing book materials can be found on the 2021 December EC meeting page under “Background Materials.”
    - In the past, we have included:
      - Agendas for the private and public meeting
      - backgrounders on topics of interest for the meeting
      - photos and bios of speakers, EC members and plus ones
      - Advisory Committee reports
      - Lodging and transportation document
      - Media materials (press release and media advisory)
      - The State of the Program and Bay Barometer
  - Different information is helpful for different levels. Planning committee members are more likely to read detailed information than EC members. Plus-ones are sometimes more up to date on issues because they take part in PSC meetings.
  - It is best if materials for EC members are less than one page.
  - Planning committee members tend to brief EC members on how they should react to a specific issue rather than expecting them to read the full backgrounder. Are the backgrounders something we could omit this year?
  - Using hyperlinks might be a good way to reduce workload.
  - This year, the Chesapeake Bay Program’s Communication Office will publish a State of the Program and Bay Barometer in time for the EC meeting.
- **EPA is drafting an invitation letter.**
- **Deadlines**
  - All materials will be due September 19.
    - EC Member Bios - Planning Team members
    - LGAC Report - Jennifer Starr
    - CAC Report - Jessica Blackburn
    - STAC Report - Meg Cole
    - State of the Program - Rachel Felver

**Next meeting: Wednesday, August 17, 3:00 pm - 4:00 pm**