

## Clean Water Goal Team Decision-Making Process (DRAFT)

The Clean Water Goal Team (CWGT) works to evaluate, focus and accelerate implementation of practices that reduce pollutants entering the Bay and its rivers to achieve the water quality necessary to support aquatic life and wildlife, and support human health.

This document is intended to outline and clarify the CWGT decision-making process. The approach and definitions described below are grounded in the [CBP partnership's Governance and Management Framework](#). Where appropriate, specific elements have been expanded to provide additional clarity on the procedures, considerations, and decision points that may be needed to support CWGT deliberations.

Modification to these protocols may be necessary in the future to align with any proposed revisions to the CBP partnership's governance procedures. Furthermore, the CWGT can revisit these governance protocols to ensure they reflect the most current adaptive management and governance procedures approved by the CBP partnership.

### Consent Based Decision-Making Process for CWGT:

Before meeting:

1. Identify a decision is needed and, if feasible, formulate the decision language.
  - Co-Chairs, with input of members, make the determination that a decision is needed and include the topic on the meeting agenda.
  - If feasible, Co-Chairs formulate decision language based on prior discussion and feedback (including from pulse checks) from members.
  - Agenda and supplemental materials are posted with adequate advanced notice, if required.

At meeting:

2. Check for quorum of voting members\*

#### Consent Attempt by Objection with Full Membership

3. Form and present the decision proposal asking whether there are any objections to approval (e.g. Do any members object to the Clean Water Goal Team proposal as provided in pre-meeting materials?).

- If everyone is silent or only provides support for the proposal, the decision has been approved.
- If unanimous consent cannot be reached, proceed to step 4.

4. Identify and address concerns. Dissenting members should provide, or be receptive to, alternative proposals. Their concerns should be documented.

5. Modify proposal and call for consent by all members.

- Modifications may be done with Goal Team feedback, or solely by the Goal Team chairs if no alternative is provided by the dissenting parties or members. Co-Chairs may grant additional time beyond the current meeting to formulate an alternative proposal or to confirm voting position.
- If unanimous consent cannot be reached after multiple attempts, proceed to step 6. When to proceed with the *voting* member consent process is at the Co-Chairs' discretion.

Consent Attempt by Continuum with Voting Membership

6. Discussion with voting members to determine if there is potential for consent.

7. Form and present a decision proposal in the affirmative (e.g. Does the Clean Water Goal team support X proposal as provided in pre-meeting materials?).

8. Call for consent by voting members using the decision-making continuum.

- If unanimous consent is reached (no voting member expresses dissenting views by taking a position of "1" or "2" on the decision-making continuum), the decision has been approved.
- If unanimous consent cannot be reached after multiple attempts to address concerns and/or modify proposals, proceed to step 10. When to proceed with the supermajority voting process is at the Co-Chairs' discretion.

Supermajority Attempt with Voting Membership

9. Voting members vote for a supermajority.

- For a decision to be approved, a group must meet the quorum requirements and decision threshold for that group.
- Group chairs will call for each voting member to take a position: support, oppose, or stand aside.
- The decision threshold is based on the total number of designated voting members, not the number of voting members who are present.

- Voting members who dissent will have the reason for their dissent recorded with their official vote.

\*For goal teams and workgroups, the quorum requirement is two thirds, and the decision threshold is two thirds. If there are 15 voting members, a decision is approved if at least 10 voting members take a position of support or stand aside. If between 10 and 15 voting members are present, decision approval still requires 10 to register support or stand aside. Quorum is required for full member consent vote.

## Decision Making by Email

After discussing, forming, and modifying a proposal: Decision positions may be collected via email if members need additional time to obtain their organization's position.

## Elevating Decisions

Some decisions or unsuccessful attempts to reach a decision may need to be elevated to the next highest organizational group for review and/or further action.

Figure 1: Chesapeake Bay Program Decision-Making Continuum

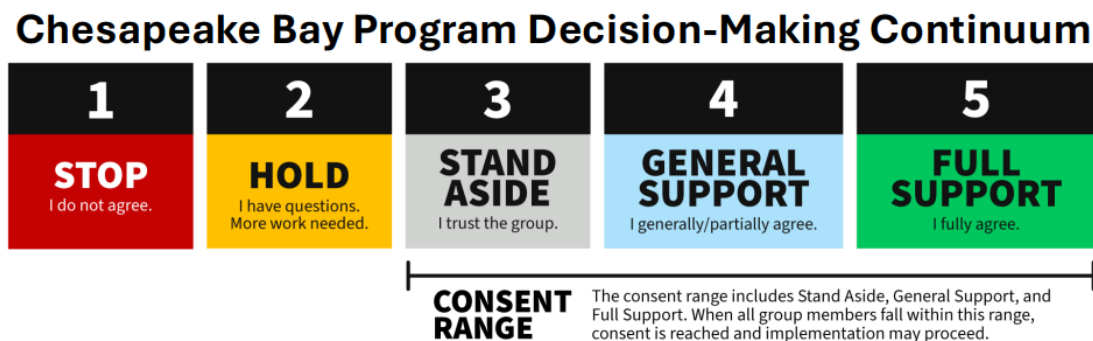


Figure 2: Clean Water Goal Team Decision-Making Flow Chart

(1.) A decision point is identified via input from all members, formally identified on meeting agenda, and disseminated in advance of a public meeting with the required advance notice and supplemental materials.

