



Management Board Meeting  
January 16, 2026

# Governance and Structure

# Summary from December 15<sup>th</sup> MB

1. Implementation team framework and detailed conceptual timeline was reviewed. [[See Slides](#)]
2. Writing plan would be shared following Implementation Team review and commenting before the January 15<sup>th</sup> MB meeting. [[See Plan](#)]
3. Through the process, MB meetings will serve as an opportunity for collective partnership feedback and communicate progress.
4. More details were requested for program engagement in drafting process. **Focus of today.**

# Implementation Team

Signatory	Representative
Adv. Comm. Liaison	Marty Qually (LGAC)
CBC	Anna Killius
Co-Chair (CBPO)	Dan Coogan (EPA)
Co-Chair (PSC)	Jill Whitcomb (PA)
DC	Steve Saari
DE	Holly Walker
Federal	Kevin Schabow (NOAA)
MD	Leila Duman
NY	Cassie Davis
PA	Natahnee Miller
VA	Kevin Mclean
WV	Callie Sams

## **Deliverable Milestones**

1. The Implementation Team will brief the PSC on draft revisions to the Governance and Management Framework at the April 7<sup>th</sup> PSC Meeting.
2. The MB will seek consensus on the revised Governance and Management Framework at their June 11<sup>th</sup> meeting. Supermajority voting will take place if consensus is not achieved.
3. The Implementation Team will deliver a revised Governance and Management Framework by June 16th for acceptance at the June 30<sup>th</sup> PSC Meeting. Supermajority voting will take place if consensus is not achieved.

## **Governance and Structure Writing Plan ➔ Identify key tasks to appropriately represent scope of revisions**

- a) Six major elements of revisions identified.
  - i. Update “Introduction” and Ethical Behavior sections
  - ii. Revise Leadership Components, Implementation Components, and Process for Decision Making
  - iii. Develop an Annual Operations and Multi-Year Procedure section
- b) 10 major and 10 minor tasks identified. Recognize not an exhaustive list and significant dependencies.

### **Governance and Management Framework for the Chesapeake Bay Program**

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### **Governance and Structure – Writing Plan**

#### Revise Implementation Components (Section V(C-H))

##### *a) Tasks*

- i. Review and transfer roles and responsibilities of the Management Board section V(C) to either the PSC or Goal Implementation Team sections.
- ii. Revise the Goal Implementation and Action Team sections V(D-E) and determine the appropriate leadership, membership, and coordination framework of Goal Teams, and their associated workgroups and actions teams.

**CLICK HERE FOR COMPLETE PLAN**

# 2026 Year-at-a-glance

## Meetings

PSC
Management Board
[Sig] Implementation Team
Federal Office Directors
Federal Holiday

*Showing these meetings to conceptualize periods for partner coordination*

April MB will be moved to the 16<sup>th</sup> to prepare for the revision process following April 7th PSC meeting.

January '26						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

February '26						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

March '26						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

April '26						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

May '26						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

June '26						
S	M	T	W	T	F	S
			1	2	3	4
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

# Drafting Roles

Task Role	Responsibilities
Content Lead	Initial drafting; consultation lead (scheduling, facilitation, note-taking, disseminating)
Major Focus	Available for targetted feedback, focuses any extra review/research in this area

Element	Task-specific	CBC	CBPO*	DC	DE	FED	MD	NY	PA*	VA	WV
1 - Introduction											
2 - Ethics											
3 - Leadership	Partnership (i)										
	Federal (ii)										
4 - Implementation	MB Transfer (i)										
	Goal Teams (ii)										
	Support Teams (iii)										
	Advisory (iv)										
5 - Public Meeting Procedures	Decision Making (i)										
	Participation (ii)										
6 - Operations & Accountability	Priority Setting (i)										
	Mgmt Strategies (ii)										

Content leads will also coordinate within and across elements, as necessary.

# Engagement Example....

Task Role	Responsibilities
Content Lead	Initial drafting; consultation lead (scheduling, facilitation,
Major Focus	Available for targetted feedback, focuses any extra review
Element	Task-specific
1 - Introduction	
2 - Ethics	
3 - Leadership	Partnership (i)
	Federal (ii)
4 - Implementation	MB Transfer (i)
	Goal Teams (ii)
	Support Teams (iii)
	Advisory (iv)
5 - Public Meeting Procedures	Decision Making (i)
	Participation (ii)
6 - Operations & Accountability	Priority Setting (i)
	Mgmt Strategies (ii)

## January...and into February

- 1v1s or small group discussions with partnership colleagues most involved / impact.
- Form foundation of perspective to shape options.
- Clearly identify gaps and issues to be resolved.

## February...and into March

- Small group discussion with key leads.
- Form proposal for Implementation Team.
- Identify further follow-up needed.
- Advisory Committee engagement.

## March & April

- Return to colleagues most involved / impacted in group setting. Expand audience as necessary.
- Advisory Committee engagement.

# End of Presentation Slides

Following Slides are Supplemental for additional details....

# Governance and Structure

Boxes = Pre-Meeting Dissemination Dates

Principals' Staff Committee

Management Board

## Decisions Items

Discuss Schedule & Process  
MB: 12.11

Discuss Coordination  
MB: 01.15

Discuss Writing Plan  
PSC: 01.22

Brief Update  
MB: 02.12

Discuss Progress  
MB: 03.12

## Coordinate

Co-Chairs = Weekly Check-ins; Signatory Team = Bi-Weekly Check-ins

Federal Office Directors = Bi-Weekly Check-ins

## Drafting

Writing Plan & Schedule

Execute Writing Plan; Consultations with Implementation Groups

DECEMBER

JANUARY

FEBRUARY

MARCH

Template Development

Discuss Schedule & Outline  
MB: 12.15

Discuss MS Purpose / Audience  
MB: 01.15

Discuss Template  
MB: 02.12

Discuss Drafting Process  
MB: 03.12

HOLIDAY BREAK

Click Here  
MB: 01.15

Approve Template  
MB: 03.12

## Decisions Items

## Management Strategies

# Governance and Structure

Approve Goal Team Framework  
PSC: 04.07

Decisions Items

Review Progress  
PSC: 04.07

Reschedule?  
MB: 04.09

Discuss Planned Revisions  
MB: 05.14

Accept Package  
MB: 06.11

Approve Package  
PSC: 06.30

Coordinate

Co-Chairs = Weekly Check-ins; Signatory Team = Bi-Weekly Check-ins

Federal Office Directors = Bi-Weekly Check-Ins

Drafting

04.30

REVISIONS

05.28

06.16

APRIL

MAY

JUNE

Drafting

Management Strategy Development – Led by Goal Teams in collaboration with Implementation Groups

Coordinate

Review Goal Team Framework  
MB: 04.09

06.16  
Brief Update  
PSC: 06.30

Approve MS Framework  
PSC: 04.07

Decisions Items

Management Strategies

Boxes = Pre-Meeting Dissemination Dates

Principals' Staff Committee

Management Board