



Workforce Action Team Meeting - October 2026

October 16, 2026
10:30 am - 12:00 pm EST

Microsoft Teams meeting

Join: <https://teams.microsoft.com/meet/21002162463049?p=a78Kty10FV8Tl8CS7f>

Meeting ID: 210 021 624 630 49

Passcode: wZ2Pb9Gs

Visit the [meeting webpage](#) for meeting materials and additional information.

This meeting may be recorded for internal use only to assure the accuracy of meeting notes. To turn on closed captioning, click on the three ellipses (More actions), then click on "Turn on live captions" (preview). To request accommodations, please contact Meredith Lemke at lemkem@chesapeake.org.

Please navigate to the last page for our updated meeting security policies.

Purpose: The purpose of this meeting is to discuss Bay Program membership, Management Strategy drafting updates, indicator development progress, and cross-jurisdictional collaboration opportunities.

Draft Agenda

I. Welcome + Introductions 10:30 – 10:40

Participants will be invited to introduce themselves. – *Icebreaker:* Favorite fall activity

Lead: Julie Lawson, DOEE

Requested Action: Non-decisional

Materials: None

II. Bay Program Membership Updates 10:40 - 10:50

Clarify new membership structure for CBP, voting vs. nonvoting, what consensus is, and anything else from the Governance and Management Framework.

Lead: Julie Lawson, DOEE

Requested Action: Non-decisional; discussion only

Materials:

- Presentation Slides
- [Governance and Management Framework](#)

III. Management Strategy Drafting Updates 10:50 - 11:00

Participants will receive updates on the drafting of the workforce sub-chapter of the Management Strategy, and what the timeline is as it moves forward to the Goal Team and the PSC. Discussion

will include how other Goal Teams and Workgroups mention workforce needs in their own management strategies.

Lead: Julie Lawson, DOEE

Requested Action: Non-decisional; discussion only

Materials:

- Presentation Slides
- Workforce Draft Management Strategy

IV. Discussion: Chesapeake Progress Language Approval 11:00 - 11:05

Participants will provide brief feedback on the Workforce purpose statement that will be listed on Chesapeake Progress. This purpose statement should include: Up to three sentences that explain why achieving the outcome is important to restoring, conserving and protecting the Chesapeake Bay and its watershed.

- “Improving the recruitment, training and retention of employees in the environmental sector will help build the workforce that is needed to restore the Chesapeake Bay.”

Lead: Julie Lawson, DOEE

Requested Action: Review this purpose statement and provide feedback.

Materials: Presentation Slides

V. Discussion: Identifying Indicator Job Species 11:05 - 11:30

Participants will provide feedback on the process of identifying indicator job species to track for the Workforce targets.

Lead: Bart Merrick, NOAA

Requested Action: Volunteers requested to support this process

Materials: Presentation Slides

VI. Workplan Development Timeline 11:30 - 11:40

Participants will brainstorm workplan actions using the Management Approaches - this is a collaborative, low-pressure activity to generate ideas in any format. Serious drafting will begin in February.

Lead: Julie Lawson, DOEE

Requested Action: Non-decisional

Materials: None

VII. Education + Workforce: K-12 Career & Technical Education Action Team Update 11:40–11:45

Brief update regarding the status of the K-12 CTE Action Team following the team’s first meeting on August 26th.

Lead: Bart Merrick, NOAA, and Meredith Lemke, CRC

Requested Action: Non-decisional

Materials:

- [K-12 CTE Action Team Agenda - August 2026](#)

VIII. Round Robin / Intentional Collaboration 11:45 – 12:00

Participants will be invited to share aspects of their ongoing work to discuss opportunities for mutual support and collaboration.

Requested Action: Non-decisional

Materials: None

IX. Adjourn 12:00

Next Meeting: Friday, December 18, 2026 – 10:30am-12:00pm EST

- Poll: Should this be moved to the week before (Friday Dec 11th)?

Please read the following information carefully, as our meeting policies have changed:

- All meeting attendees' cameras and microphones will be muted at the start of the meeting.
- To request access to the microphone and camera, all meeting participants will be required to use the raised hand feature on Teams. Once access has been granted by the meeting organizer, you will then be allowed to unmute your mic and turn on your camera. Unless instructed otherwise, once a participant has microphone or camera access, they will have this permission for the remainder of the meeting.
- Access to chat will be provided as well. Should it be necessary, the Q&A feature on Teams will be utilized to field participant questions.

Compromised Meeting Plan: If the meeting's privacy is compromised, the meeting staffer and coordinator will send an email to all Members, alternates, staffers, coordinators, and interested parties. Within the email, you will find a new meeting link, instructions on sharing this information with external partners, and any necessary adjustments to the meeting schedule. Please do NOT share this information publicly or post it to the Chesapeakebay.net webpage.