Enhance Partnering, Leadership, and Management GIT Work Plan
November 2015 – June 2016

Mission Statement: Continually improve the leadership and management of the CBP and assist watershed partners and stakeholders in building their capacity to become environmental leaders in their community.

Work Theme	Projects	Key Action	Lead	Timeline	Status (if applicable)	Other Participants
Evaluation and Adaptive Management	Strategy/Adaptive Management	Convene a small workgroup to develop a strategy management system.	Greg Allen	May 2016	**Completed**	SRS small group
	Biennial Strategy Review System (SRS)		SRS Small Group	Ongoing		GIT 6 Members, Management Board, STAR, STAC, GIT Chairs, Coordinators and Staffers
	Independent Evaluator	Participate in discussions with EPA to determine an approach to meet statutory requirements of CBARA.	Carin Bisland	Ongoing	Discussions **completed**. Issue on hold pending direction from PSC	Laura Free, Greg Allen
Enhancing/Improving the Partnership's Functionality	Governance of the Partnership	Ensure that GITs develop membership criteria and present to MB, per the 2015 Governance Document update.	Staffer TBD	June 2016	GITs were reminded about this charge at the 11/5/15 coordinator staffer meeting. GIT 6 to discuss at January 2016 meeting.	All GITs, Diversity Action Team, and Climate Change Workgroup

		Collect suggested revisions and updates to the Governance Document to be kept for annual review and revision.	Staffer TBD	July 2015- May 2016		Any Partnership stakeholder may offer a suggested revision.
		Convene Governance Document Action Team to review suggested revisions and make any updates.	Staffer TBD	May- June 2016		Carin Bisland, Greg Allen, Mike Foreman
	Chesapeake Stat	Launch Chesapeake Progress.	Doreen Vetter	February 2016	**Completed** and Launched Feb. 17	ChesapeakeStat Team
		Complete discovery research for Chesapeake Decisions.	Doreen Vetter	June 2016	**Completed** first phase, starting second phase	ChesapeakeStat Team
		Begin design and development for Chesapeake Decisions.	Doreen Vetter	June 2016	In progress, put on hold per direction from MB	ChesapeakeStat Team
	Meeting Management Improvements	Evaluate new options in web conferencing technology for GIT 6 use.	Staffer TBD	TBD		EPA Region 3 IT staff, Megan Thynge
		If successful, present these new options to other CBP groups to use to improve meeting management across the partnership.	Staffer TBD	Dependent on above		
	Improving internal communication within the Partnership	Promote the use of Sharepoint within GIT 6 and the partnership as a tool for collaboration.	All GIT 6 members	ongoing		
	Facilitation of GIT Funding	Collaborate with CBT's RFP process for FY15 GIT Funding.	Greg Allen	November 2015-March 2016	**Completed**	Advisory Committees
		Solicit feedback on FY15 process from GIT Coordinators and Staffers as well as through	Staffer TBD	End of March 2016	**Completed**	

		ChesapeakeDecisions Discovery Process.			Completed	
		Solicit feedback on FY15 process from GIT Chairs.	Mike Foreman	End of March 2016	Completed	
		Formulate a proposed process for FY16 GIT Funding.	Greg Allen and Staffer TBD	April 2016	Completed	Nick DiPasquale, Jim Edward, Carin Bisland will approve.
		Request feedback and approval from MB on FY16 GIT Funding process.	Mike Foreman and Carin Bisland	May 2016	Completed	
	Cross-GIT Collaboration	Host and facilitate GIT Chairs' meetings as a forum critical to driving cross-GIT collaboration	Kristin Saunders	ongoing	Completed	
		Assist cross-GIT coordinator in developing a plan of action to improve cross-GIT collaboration.	Kristin Saunders	November 2016	Completed	Kristin Saunders
GIT 6 Administration	Local Leadership Workgroup	Ensure that this workgroup develops an individual work plan. Track progress.	Greg Allen, Staffer TBD, Reggie Parrish	Ongoing	Completed	
	Budget and Finance Workgroup	Launch work group.	Greg Allen, Staffer TBD	April 2016	Completed	Carin Bisland, Mike Foreman, Nick DiPasquale, Jim Edward, Julie Winters
		Ensure that this workgroup develops and individual work plan. Track progress.	Julie Winters	TBD	Completed	
	GIT 6 Membership	Draft initial guidance on GIT 6 membership criteria to be discussed with GIT. Reach consensus on who else might be invited to join GIT 6.		TBD	Initial discussion at November GIT 6 meeting.	

		Present updated mission statement and criteria for membership to MB, per Governance Document protocols.	Mike Foreman and Carin Bisland	TBD		