



**Chesapeake Bay Partnership
Principals' Staff Committee Meeting
February 28, 2014
10:00 a.m. – 2:00 p.m.**

Conference Line:

1-866-299-3188

Conference Code

410-267-5715

Web conference:

<https://epa.connectsolutions.com/psc>

Agenda

I. Welcome, Introductory Remarks 10:00 a.m. – 10:15 a.m.

Decision requested: Approve Actions and Decisions from January 16 PSC meeting

Materials

- Attachment I: Annotated Actions and Decisions – January 16, 2013 PSC meeting

II. Discussion and Decisions on Governance Issues

Review, discuss and seek consensus on key issues from the January 16 PSC meeting relating to CBP governance.

• Decision 1: Decision-making 10:15 a.m. -10:30 a.m.

- *Issue 1: Decision-making at the EC, PSC, and MB should be done by signatory representatives through (a) consensus, (b) mainly consensus, but if consensus cannot be reached, supermajority, (c) supermajority*
- *Issue 2: Decision-making for GITs should be done by (a) all members or (b) signatories participating in management strategies through (a) consensus, (b) mainly consensus, but if consensus cannot be reached, supermajority, (c) supermajority*

• Decision 2: Goals and Outcomes in the 2014 Agreement 10:30 a.m. – 10:45 a.m.

Revising or Adding New Goals:

- *Issue 1: Who makes the decision to approve revised or added goals? (a) PSC, (b) EC*

Revising or Adding New Outcomes:

- *Issue 2: Who approves revisions to outcomes (including addition of new outcomes)? (a) PSC, (b) EC*

• Decision 3: Participation in Management Strategies 10:45 a.m. -11:00 a.m.

- *Issue 1: Is participation in management strategies made unilaterally by the signatories? (i.e. Does each signatory, partner, and interested stakeholder decide which Management Strategies they participate in and how they participate.)*
- *Issue 2: What is the process for engaging and including interested stakeholders in the GITs while they are developing the management strategies?*
 - *Option 1 – Public Notice with meeting information posted on web site*
 - *Other Options?*
- *Issue 3: Does a signatory have to identify which management strategies they are NOT participating in?*

• Decision 4: Adoption of Management Strategies 11:00 a.m. - 11:15 a.m.

- *Issue 1: Who formally adopts Management Strategies, (a) GITs, (b) MB or (c) PSC?*

- **Discussion 5: Revising Management Strategies** 11:15 a.m. - 11:30 a.m.
 - *Issue 1: Who adopts revisions to management strategies (including addition of new strategies)? GITs, MB or PSC?*
 - *Issue 2: How frequently should Management Strategies be revised or reviewed? (a) Every two years, (c) as determined by the GITs?*
- **Decision 6: Management Strategy Elements** 11:30 a.m. - 11:45 a.m.
 - *Issue 1: Should there be a format/template for management strategies?*
 - *Issue 2: Does the format/template need to be agreed to prior to signing the Agreement?*

Materials:

- Attachment II: Management Strategy Elements Outline

LUNCH 11:45 a.m. - 12:30 p.m.

- **Decision 7: Management Reviews** 12:30 p.m. - 12:45 p.m.
 - *Issue 1: Who has the role of tracking performance of management strategies? (a) GITs, (b) MB, (c) PSC*
 - *Issue 2: How frequently should these reviews occur?*
- **Decision 8: Distribution to EPA funding under Section 117 CBIG/CBRAP** 12:45 p.m. - 1:00 p.m.
 - *Issue 1: How is the partnership involved with this decision? (reminder: It is EPA's legal responsibility to make decisions on Section 117 funding; EPA typically reaches out to the signatories concerning distribution of these funds.)*
- **Decision 9: Participation at the Executive Council Meeting** 1:00 p.m. - 1:15 p.m.
 - *Issue 1: Is there an expectation or commitment by all signatories to attend EC meetings? (i.e. Who is expected to attend the EC meeting – the principals, or the principals' appointees?)*
 - *Issue 2: Are there different expectations or protocols for participating in the EC meeting press conference with an expanded membership? (i.e., are there different rules for speaking, different rules of participation?)*
- **Decision 10: Governance Document** 1:15 p.m. - 1:30 p.m.
 - *Issue 1: What is the development process for a new governance document? (a) GIT 6 updates current governance document based on PSC decisions, MB approves, (b) PSC approves*
 - *Issue 2: What is the schedule for completing the document? (a) To be completed prior to signing Agreement, (b) Completed within 6 months of signing of Agreement*
 - *Issue 3: How should the governance document be addressed in the Agreement (i.e. are there specific items that need to be mentioned?)*
 - *Issue 4: What is the process in the meantime? (e.g. WQ GIT is now developing their own governance document, applicable only to the WQ GIT.)*

III. Update on Public Review Period and Timeline 1:30 p.m. – 1:50 p.m.
 Review comments received to date, plans for public listening sessions, and process for addressing comments. Nominate representatives to plan EC meeting.

IV. Review of Actions and Decisions; Schedule Next Meeting 1:50 p.m. – 2:00 p.m.