Chesapeake Bay Program
Science. Restoration. Partnership.

Enhance Partnering, Leadership and Management
Goal Implementation Team Meeting

Tuesday, September 18, 2018, 10:00 a.m. – 4:00 p.m.
Wednesday, September 19, 9:30 a.m. – 2:30 p.m.
Location: Hershey Lodge, 325 University Drive, Hershey, PA 17033
Crystal A Meeting Room (directions and contact information)
Conference Line: 202-991-0477; **Code**: 283-2221
Web Access: https://epawebconferencing.acms.com/git6
Meeting Page: GIT 6 Quarterly Meeting - September 2018

Members:

Laurel Abowd, CRC	Dave Goshorn, MD DNR (Chair)
Greg Allen, EPA (Coordinator)	Kirk Havens, VIMS/STAC
Katherine Antos, DC DOEE	Carl Hershner, VIMS/STAC
Doug Austin, EPA	Mark Hoffman, Chesapeake Bay Commission
Greg Barranco, EPA	Ann Jennings, VA Office of the Secretary of Natural Resources
Carin Bisland, EPA (Vice-Chair)	Nicki Kasi, PA DEP
Jessica Blackburn, Alliance/CAC	Catherine Krikstan, UMCES
Cassandra Davis, NY DEC	Dan Nees, UMD/B&FWG Chair
Sarah Diebel, DOD	Jennifer Pauer, WV DEP
Laura Drescher, EPA	Kristin Saunders, UMCES
Andy Fellows, UMD/LLWG Chair	Jennifer Starr, Alliance/LLWG Coordinator
Kristen Fleming, MD DNR	Lauren Townley, NY DEC
Rachel Felver, Alliance	Doreen Vetter, EPA
Emily Freeman, CRC (Staff)	Steve Williams, DE DNREC
Mary Gattis, Alliance/LGAC	

Day 1 Agenda
(Tuesday, September 18)

I.   **Getting Started: Order of the Day and Introductions**   (10:00 a.m. – 10:20 a.m.)
Dave Goshorn, Enhance Partnering, Leadership and Management Goal Implementation Team
(GIT 6) Chair, will review actions and decisions from the previous GIT 6 meeting, and outline the
objectives for this meeting. Updates and announcements from Goal Team members.
Materials:
I.a. GIT 6 Actions and Decisions (June 2018)

II.   **Work Plan Review**   (10:20 a.m. – 10:50 a.m.)
Discussion Lead: Greg Allen, Emily Freeman
Review the work plan for completed actions and for actions where progress has been delayed.
Begin thinking about how completed and/or ongoing items in this work plan may inform the
2019 GIT 6 Work Plan (see agenda item VIII).
Materials:
II.a. 2018 GIT 6 Work Plan

III.   **Work Theme #1: Evaluation and Adaptive Management**
   A. SRS Jeopardy   (10:50 a.m. – 11:20 a.m.)
   Host: Greg Allen
   "I'll take 'Applying the Decision Framework' for 1,000 lbs. reduced, please, Greg!" As we
   round the corner of the first two years of SRS implementation, who can claim the title of
   "SRS expert?"

   Break……………………………………………………………………………………(11:20 a.m. – 11:35 a.m.)

   B. "State of the SRS" Report   (11:35 a.m. – 11:50 a.m.)
   Presenter: Laura Drescher
   Presentation to GIT 6, as coordinator of the Strategy Review System, on where we are in the
   SRS: first cycle almost completed, last cohort presenting in November, number of work
   plans and management strategies revised (and still outstanding), metrics being collected.
   Materials:
   III.a. State of the Strategy Review System Presentation

   C. Shaping the future of the SRS: Part A   (11:50 a.m. – 12:30 p.m.)
   Discussion Lead: Laura Drescher
   Walkabout (including virtual) brainstorming on what GIT 6 members believe were the
   highlights of the first SRS cycle and what could be improved.

   Lunch on your own ([on-site dining options](#))……………………………………………(12:30 p.m. – 1:45 p.m.)

   C. Shaping the Future of the SRS: Part B   (1:45 p.m. – 2:15 p.m.)
   Discussion Lead: Laura Drescher
   Presentation of SRS team's direction working towards second cycle: consolidating materials
   and schedules (in line with ChesapeakeDecisions development), reviewing guidance for and
   requiring analysis through the end of the Decision Framework (last 3 columns in logic table).
   Materials:
   III.a. State of the Strategy Review System Presentation

   D. Chesapeake Decisions   (2:15 p.m. – 2:40 p.m.)
   Discussion Lead: Catherine Krikstan
   A presentation to GIT members covering:
   1. What did the GIT and the ChesapeakeStat team agree to explore?
   2. How has this evolved, and what is the "new business case?"
   3. Review of proposed mock up designs.
   Materials:
   III.b. ChesapeakeDecisions Presentation (draft)

Break………………………………………………………………………………………………(2:40 p.m. – 2:55 p.m.)

    E.   2019 Biennial Meeting Planning   (2:55 p.m. – 3:30 p.m.)
        Discussion Lead: Kristin Saunders
        Presentation of vision, overview of agenda, update on venue, etc. Discussion can be further informed by agenda item III.C. "Shaping the Future of the SRS."
        <u>Materials:</u>
        III.c. Biennial Meeting Presentation (draft)

IV.   **Work Theme #2: Enhancing/Improving the Partnership's Functionality**
    A.   Governance Document Revisions   (3:30 p.m. – 4:00 p.m.)
        Discussion Lead: Dave Goshorn
        After 3+ years, we have successfully updated the Governance Document! GDAT members will provide GIT members with a brief summary of the major changes (and celebration of success!) and discussion of how can we better go forward from this point so that the next revision takes place on time and with less heartache.
        <u>Materials:</u>
        IV.a. Chesapeake Bay Program Governance Document (2018 revision)

    Wrap Up, Adjourn, and Post-Meeting Plans   (4:00 p.m. – 4:10 p.m.)

    Dinner[1]……(6:00 p.m.)

Day 2 Agenda
(Wednesday, September 19)

    Breakfast on your own (<u>on-site dining options</u>)…………………………………………..(8:30 a.m. – 9:30 a.m.)

V.   **Day 1 Recap**   (9:30 a.m. – 10:00 a.m.)
        Discussion Lead: Dave Goshorn
        Recap of key actions/themes/ideas from day 1 of the retreat. Brief overview of day 2 topics.

VI.   **Work Theme #2: Enhancing/Improving the Partnership's Functionality**
    B.   Organizational Analysis   (10:00 a.m. – 11:00 a.m.)
        Discussion Lead: Greg Allen
        A working session amongst GIT members to begin to determine:
        1.   Does existing survey information (e.g. Chesapeake Decisions discovery process) to provide direction on potential immediate actions that may increase participation or other identified partnership needs (Action 2.2, Performance Target 1)?
        2.   Brainstorm organizational elements (e.g. structure, member satisfaction, skills and competencies) for which data collection and analysis could improve organization effectiveness (Action 2.2, Performance Target 2).

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[1] On-site options include <u>Hershey Grill</u> and <u>The Forebay</u>. Off-site options include <u>Houlihan's</u> and <u>Fenicci's</u>. Please contact <u>Emily</u> by **COB Monday, Sep. 10** if you have a dining preference – reservations will be made after this date.

Break………………………………………………………………………………….(11:00 a.m. – 11:15 a.m.)

   C. Workgroup Updates
      1. Budget and Finance Workgroup   (11:15 a.m. – 11:30 a.m.)
         Presenter: Dan Nees, Workgroup Chair

      2. Local Leadership Workgroup   (11:30 a.m. – 12:00 p.m.)
         Presenter: Andy Fellows, Workgroup Chair

Lunch on your own (on-site dining options)…………………………………………(12:00 p.m. – 1:00 p.m.)

VII.   **Work Theme #3: GIT 6 Administration**
    A. GIT 6 Membership Criteria   (1:00 p.m. – 1:30 p.m.)
      Discussion Lead: Dave Goshorn, Emily Freeman
      Review the Management Board-approved Goal Implementation Team membership criteria template (found in 2018 Governance Document), and discuss possible modifications of this criteria to propose to Management Board as the "GIT 6 membership criteria." This criteria will be presented to the Management Board for review and approval in Q4 2018.
      Note: During development of the 2018 work plan, GIT 6 members agreed that any membership criteria developed for the GIT and its associated workgroups should emphasize increasing the diversity in the membership.
      <u>Materials:</u>
      VII.a. GIT 6 Membership Template (proposed) (draft)

    B. Looking forward: 2019 GIT 6 Work Plan   (1:30 p.m. – 2:15 p.m.)
      Discussion Lead: Greg Allen, Emily Freeman
      Based on discussions during this retreat (and other meetings), begin drafting a 2019 work plan, to be finalized and approved by the full GIT at the December GIT 6 quarterly meeting.
      <u>Materials:</u>
      VII.b. 2018 GIT 6 Work Plan (see material II.a.)
      VII.c. 2019 GIT 6 Quarterly Meeting Schedule (draft)

Wrap Up and Adjourn   (2:15 p.m. – 2:30 p.m.)
Next Meeting → Tuesday, December 11, 2018 @ CBPO Annapolis