

Enhance Partnering, Leadership and Management Goal Implementation Team
Fall 2021 Quarterly Meeting
Agenda



Date: September 15, 2021

Time: 10:00 a.m. to 12:30 p.m.

Location: Webex Webinar

Meeting Page: [Click here](#)

Webinar: <https://umces.webex.com/umces/j.php?MTID=m7d5ad7e51d39330541dcb72a3669e084>

Meeting number: 2622 018 0388 **Password:** ytMjpx3MC82 OR **Join by Phone:** +1-408-418-9388; **Access Code:** 2622 018 0388

Agenda Item, Discussion Lead, and Desired Outcome	Time	Materials, Notes, and Action Items
<p>I. Order of the Day, Announcements & Introductions <i>(Discussion Lead: Dave Goshorn)</i></p> <p><i>Acknowledge list of completed actions and decisions from the past quarter, review list of in-progress actions and decisions, and outline objectives for today's meeting.</i></p>	<p>10:00 – 10:10</p>	<p>2021 Meeting Dates:</p> <ul style="list-style-type: none"> • Wednesday, September 15, 2021 • Wednesday, December 8, 2021
<p>II. Workplan Updates <i>Dave and Greg will review the status of several action items.</i></p>	<p>10:10 – 10:15</p>	<p>Materials:</p> <p>ACTION: Biennial Planning Team Coordinator and Management Board Staffer will find and/or write-up and publish key actions and decisions from the March 2019 and 2021 Biennial Meeting. This will be posted on Chesapeake Decisions (CD) and/or the GIT 6 webpage.</p> <ul style="list-style-type: none"> • Carin B. will talk to Doreen V. to determine whether it is appropriate to have these records on CD. <p>ACTION: Replace “completed” 2020 Workplan items with relevant items from 3rd Cycle Planning Spreadsheet.</p> <ul style="list-style-type: none"> • Greg A./Caroline refer to changes made to SRS docs in GIT 6 2021 workplan. <p>ACTION: GIT 6 Leadership will incorporate DEIJ into 2021 Workplan and share draft with Goal Team 6 by April 15, 2021.</p> <p>ACTION: Dave Goshorn will collate the comments/actions from today's meeting and work with GIT 6 Co-Chair, Coordinator, and Staffer (Leadership) to draft 2021 Workplan to share with it with the GIT at least 2 weeks prior to our June 2021 meeting.</p>

Governance Document Status and Future Actions <i>(Discussion Lead: Dave Goshorn)</i>	10:15 – 10:35	Materials <ul style="list-style-type: none"> Slides on Governance Document revisions
III. Local Leadership Workgroup Updates <i>(Discussion Lead: Shannon Moore, Heidi Bonnafon, and Laura Cattell Noll)</i> <ul style="list-style-type: none"> 2021 GIT Funding Idea Summary of last quarterly meeting 	10:35 – 10:55	Materials: <ul style="list-style-type: none"> Presentation on LLWG updates from quarterly meeting Presentation on proposed GIT Funding Idea
IV. Technology Time-Out	10:55 – 11:00	
V. Budget and Finance Workgroup <i>(Discussion Leads: Elliott Campbell, Martha Shimkin, and Michelle Guck)</i> <ul style="list-style-type: none"> Update on Action Items and summary of April 28th Budget and Finance WG meeting outcomes. 	11:00 – 11:15	Materials: ACTION: BFWG Coordinator will work with CAC Coordinator to set up a meeting with Charlie Stek on Restoration Economy GIT Funding Concept in preparation for possible submission this cycle. Martha update? NCEE? Note: It was decided that the project was not suitable for GIT funding.
VI. SRS Biennial Meeting follow-up <i>(Discussion Lead: Dave Goshorn)</i> Analyze the table of SRS items and determine GIT 6 follow-up.	11:15 – 11:40	Materials: <ul style="list-style-type: none"> SRS Table of Biennial Meeting Products
VII. GIT 6 DEIJ Responsibilities <i>(Discussion Lead: Dave Goshorn and Bo Williams)</i>	11:40 – 12:10	Materials: <ul style="list-style-type: none"> Slides for DEIJ discussion ACTION: GIT 6 Leadership (Chairs, Coordinator, and Staffer) will work with DEIJ Action Team leadership to integrate tasks assigned to GIT 6 in the DEIJ Strategy Implementation Plan into the 2021 Workplan. ACTION: Prior to the June 2021 GIT 6 Meeting, GIT 6 Coordinator and GIT 6 Staffer will work with Bo W. and the Diversity Action Team to discuss documents needed for review and who to collaborate with to accomplish tasks assigned to GIT 6. ACTION: Kristin S. will set aside time at next GIT Chairs meeting on March 31 to discuss how to review Workplans and L&A Plans and to identify where groups can benefit from intentional inclusion efforts. Kristin S. will follow up with GIT 6 and the SRS Planning afterward.

<p>VIII. General Updates</p> <ul style="list-style-type: none"> • CBP Survey of the Culture of Trust (<i>Greg Allen – 5 min</i>) • GIT Funding (<i>Greg Allen – 5 min</i>) 	<p>12:10 – 12:20</p>	<p>Materials:</p> <p>ACTION: Revise Data Collection and Communication Plan to reflect comments and feedback received. GIT 6 Coordinator will contact STAC Coordinator about getting a few social scientists to review the Plan and distribute the survey. Add these actions in the 2021 Workplan:</p> <ul style="list-style-type: none"> • Revise Data Collection and Communication Plan <i>Complete</i> • STAC invited review • After Plan is revised, present to Management Board for approval • Distribute survey via CBP SurveyMonkey account • Anticipate questions like: How did you decide on “trust” as a measure that we wanted to start with? What happens when you get the results? What can partners expect as follow-ups?
<p>IV. Wrap-up and Adjourn</p>	<p>12:20 – 12:30</p>	<p>Next Meeting → Wednesday, December 8, 2021</p>

COMPLETED ACTIONS & DECISIONS

ACTION: **Chantal Madray** will include Cummings and Bromiley’s (1996) Organizational Trust Inventory (OTI) paper in the email with this quarter’s actions and decisions for member reference. *Complete*

ACTION: **GIT 6 members** will review the draft Data Collection and Communication Plan and provide comments/feedback **by Wednesday, September 23** to **Chantal Madray** (madray.chantal@epa.gov). *Complete*

ACTION: **Chantal Madray** will share final Table 1 project descriptions with GIT 6 members to review in advance of the Sept. 29 Project Review & Scoring Meeting. *Complete*

ACTION: **GIT 6 members** will review the project overview videos and submit their scores to **Chantal Madray** (madray.chantal@epa.gov) **by Friday, September 25**. Scores will be recorded using the criteria scoring sheet, compiled, and averaged to come up with a final “GIT 6 score” for each FY20 GIT Funding project idea. *Complete*

ACTION: **Chantal Madray** will share **Kaitlyn May’s** edits to the Governance Document, which aligns the language in the document with the language in ChesapeakeDecisions for member reference. *Complete*

DECISION: GIT 6 approves the LLWG Chair/Vice Chair succession plan for February 2021-2023.

DECISION: **GIT 6 members** approve playing a role in the action team that will oversee the implementation of the DEIJ Strategy.

ACTION: At the September 17 Management Board meeting, **Dave Goshorn** will inform the Management Board that GIT 6 is willing to participate in the action team that will oversee the implementation of the DEIJ Strategy. *Complete*

- If other GITs are unable to participate in the action team, **Dave Goshorn** will propose the idea of a GIT 6 representative for all GITs, who will report back to the larger group. *Complete*

ACTION: **Jake Solyst** will work with the Web Team to revise the Agreement as Amended (Jan. 2020) to meet accessibility standards by/before the Management Board Meeting on September 17 *Complete as of 11/5—Announce to GIT 6*

- Management Board members will be notified that these approved amendments have been made and posted online during the Business Meeting portion of the September 17 meeting

ACTION: **Doreen Vetter** and her team will assist with archiving the original Agreement and ensuring that all places where the Agreement is currently linked online is updated with the Amended version. *Complete as of 11/5—Announce to GIT 6*

DECISION: **BFWG Leadership** will discuss whether the Workgroup still needs to review its charge, determine whether Workgroup membership meets its charge, and assess Workgroup capacity (budget vs. finance). *Complete*

- The BFWG will report back on the outcome of this discussion at December GIT 6 meeting

ACTION: GIT 6 Staffer and Coordinator, **Chantal Madray and Greg Allen**, will initiate and facilitate the formation of the Governance Document Action Team (GDAT), which will be comprised of GIT 6 volunteers. *Complete*

- **Volunteers:** **Dave Goshorn, Carin Bisland, Greg Allen, and Jessica Blackburn.**
- The GDAT will, in collaboration with the DEIJ Action Team, address the DEIJ language changes proposed by SKEO as well as how to best incorporate state and federally recognized tribes in the Bay Watershed. *Ongoing (see DEIJ Strategy Implementation Plan)*

ACTION: **Chantal Madray** will share **Kaitlyn May's** edits to the Governance Document, which aligns the language in the document with the language in ChesapeakeDecisions for member reference. *Complete (edits ready when document is ready to go through editing process)*

DECISION: GIT 6 will hold on bringing recommended quorum language revisions and SRS language revisions to the Management Board. GIT 6 will work toward recommended DEIJ revisions first. All recommended revisions will be brought to the Management Board together at a future date. *Ongoing (see Current Governance Document Log of Revisions)*

ACTION: **LLWG** will update their QPM materials so that the “asks” of the Management Board are more specific and actionable. *Complete*

DECISION: On future GIT 6 meeting agendas, Workgroup updates will appear first (after introductions/order of the day). *Complete*

ACTION: **GIT 6 Coordinator** will work with **GIT 6 Staffer** to archive completed 2020 Workplan tasks and replace them with future efforts in 2021 Workplan (see actions below for details) *Complete*

ACTION: Make “Workplan Review” a standing agenda item until 2021 Workplan is complete. *Complete*

ACTION: **GIT 6 Leadership** will incorporate facilitation of the GIT Funding Program into 2021 Workplan and share draft with Goal Team 6. *Complete*

NOTE (Added after GIT 6 Meeting): **GIT 6 Members** will be copied on email sent to GIT Funding stakeholders when requests are made for comment on any proposed changes to the GIT Funding Program. GIT 6 can expect such communication during April-May 2021. *Complete*

ACTION: BFWG Leadership will report back to GIT 6 with a revised Charge at the June 2021 meeting. *Complete*