Enhance Parterning, Leadership and Management Goal Implementation Team
Winter 2020 Quarterly Meeting
Agenda

Date: December 16, 2020
Time: 10:00 a.m. to 2:30 p.m.
Location: Webex Webinar
Meeting Page: Click here
Webinar: https://umces.webex.com/umces/j.php?MTID=mdc13b5733767aa68d7adf58757861f5c
Meeting number: 120-663-3248; **Password**: Zi22wRdYGk9
OR
Join by phone: +1-408-418-9388; **Access code**: 120-663-3248

Agenda Item, Discussion Lead, and Desired Outcome	Time	Materials, Notes, and Action Items
I. Order of the Day, Announcements & Introductions *(Discussion Lead: Dave Goshorn)* *Welcome and Technology Check starting at 9:50 a.m.* *Review GIT 6 2020 Workplan* • *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.*	10:00 – 10:15 a.m.	**Materials**: • I.a. GIT 6 2020 Workplan **2021 Meeting Dates**: • Wednesday, March 17, 2021 • Wednesday, June 16, 2021 • Wednesday, September 15, 2021 • Wednesday, December 8, 2021
II. Proposed Edits to the Governance Document: Federally Recognized Tribes in the Watershed *(Discussion Lead: Brian Hamilton)* *Discuss CBP governance and federally recognized tribes within the Watershed.*	10:15 – 10:45 a.m.	**Materials**: • II.a. Region 3 Tribal Program Overview Presentation
III. Proposed Edits to the Governance Document: Diversity, Equity, Inclusion and Justice (DEIJ) *(Discussion Lead: Wendy O'Sullivan, Tuana Phillips and Ivan Hernandez)* *Wendy, Tuana and Ivan will present on Skeo Solutions' draft of proposed edits to the Governance Document*	10:45 – 11:30 a.m.	**Materials**: • III.a. Recommended Governance Document Revisions from Skeo • III.b. DEIJ Governance Document Edits Presentation

IV. Technology Time-Out (*Discussion Lead: Greg Allen*) *Get up and move!* 😊 Running slideshow (photos of something positive you have started that you would not have done prior to teleworking)	11:30 – 11:40 a.m.	
V. Review/Add to Governance Document Log of Revisions (*Discussion Lead: Chantal Madray*) *General update and opportunity to revise the log.*	11:40 – 11:50 a.m.	**Materials**: • V.a. Current Log of Revisions **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.
VI. Demonstration: Updated Watershed Agreement Goals and Outcomes (*Discussion Lead: Greg Barranco*)	11:50 – 12:00 p.m.	**Materials**: (Examples below) • https://www.chesapeakebay.net/what/what_guides_us/watershed_agreement • https://www.chesapeakebay.net/who/bay_program_history • https://www.chesapeakeprogress.com/vision • https://www.chesapeakestat.com/agreement
VII. Lunch	12:00 – 12:30 p.m.	

VIII. General Updates
• **Organizational Analysis**, 5 mins (*Discussion Lead: Greg Allen*)
• **GIT Funding**, 5 mins (*Discussion Lead: Greg Allen*)
• **Strategy Review System**, 45 mins
  - *General SRS Update (Discussion Lead: Dave Goshorn), 5 mins*
  - *2021 Biennial Meeting Planning Update, (Discussion Lead: Greg Barranco), 30 mins*
	12:30 – 1:25 p.m.	**Materials**:
		• TBD

- *SRS Facilitation Update (Discussion Lead: Kristin Saunders), 10 mins*		
IX. Technology Time-Out (*Discussion Lead: Greg Allen*) *Get up and move!* 😊 *When we return, we will select a few volunteers to share stories about their photos with the group*	1:25 – 1:40 p.m.	
X. Local Leadership Workgroup Updates (*Discussion Lead: Matt Pennington, Shannon Moore and Laura Cattell Noll*) A) *Update on Workplan and Nov. 18 LLWG Meeting (Workplan 2.3)* B) *Dry-Run of QPM Presentation for Feedback*	1:40 – 2:00 p.m.	**Materials**: • X.a. LLWG Draft QPM Presentation • X.b. LLWG Management Strategy • X.c. LLWG Logic & Action Plan 2019-2020 • X.d. LLWG Draft Logic & Action Plan 2021-2023 • X.e. LLWG Draft Narrative Analysis
XI. Budget and Finance Workgroup (*Discussion Leads: Jim Edward, Elliott Campbell and Michelle Guck*) A) *Update on Workgroup activities and action item to the right (Workplan 2.4)* B) *Budget Updates as a Result of COVID-19* C) *Thank you, Jim Edward! Happy Retirement* 😊	2:00 – 2:20 p.m.	**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). • The BFWG will report back on the outcome of this discussion at December GIT 6 meeting
XII. Wrap-up and Adjourn (*Discussion Lead: Dave Goshorn*) Revisit GIT 6 Workplan for comments/feedback.	2:20 – 2:30 p.m.	**Next Meeting** → March 17, 2021

COMPLETED ACTIONS & DECISIONS

September 2020

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*