

**Budget and Finance Workgroup
Spring 2020 Quarterly Meeting
Meeting Agenda**



Date: April 29, 2020

Time: 1:00 – 3:00 pm

Location: Conference Call

Web Access: <https://zoom.us/j/7832569798?pwd=UjM0RFZ3RzJKaGNWbE9vWGk2QjFDQT09>

Conference Line: +1-929-205-6099

Meeting ID: 783-256-9798

Password: BFWG29

Meeting Page: [BFWG Spring 2020 Meeting Page](#)

Members

Jim Edward, EPA (Co-Chair)	Jessica Blackburn, ACB
Elliott Campbell, MD DNR (Co-Chair)	Greg Barranco, EPA
Chantal Madray, CRC (Staff)	Kristin Saunders, UMCES
Greg Allen, EPA	Ann Jennings, VA ONR
Jana Davis, CBT	John Maleri, DC DOEE
Megan Granato MD DNR	Dan Nees, UMD
Jill Whitcomb, PA DEP	Paul Emmart MDE
Amy Handen, NPS	Jennifer Starr, ACB
Laurel Abowd, CRC (Staff)	Michelle Guck, EPA (Coordinator)

Agenda Item, Discussion Lead and Desired Outcome	Time	Materials, Notes, Action Items
I. Introductions, Announcements and Order of the Day (Discussion Leads: Jim Edward and Elliott Campbell) <i>A recap of action items from our previous meeting, including progress made and next steps.</i>	1:00 pm – 1:05 pm	Announcements: 2020 BFWG Meeting Dates <ul style="list-style-type: none"> July 29, CBPO 305 Conf. Room October 28, CBPO 305 Conf. Room Summary of Actions/Decisions from Previous Meetings: <ul style="list-style-type: none"> Please see below
II. Budget Impacts as a Result of COVID-19 (Discussion Leads: Jim Edward) <i>Jim will provide updates and lead a discussion on potential long-term budget impacts as they relate to COVID-19. Question to ponder: How might we link CBP work to economic recovery?</i>	1:05 pm – 1:35 pm	Materials: <ul style="list-style-type: none"> CBC Federal Agency Budget Request FY21 CBC FY21 – Update Stimulus WCB Stimulus Letter Message from Cosmo to the jurisdictions Message from Dana to the federal agencies
III. GIT Funding Update (Discussion Lead: Greg Allen) <i>Greg will discuss planned improvements to the GIT Funding Process and upcoming events</i>	1:35 pm – 1:50 pm	Materials: <ul style="list-style-type: none"> Proposed Ideas/Schedule Slide DECISION: Goal Team 6 will make a recommendation on what to do with the 170k thousand surplus. <i>In Progress, pending feedback from GIT Chairs</i>
IV. Finance Forum Lessons & Feedback (Discussion Leads: Kristin Saunders and Laurel Abowd) <i>Laurel and Kristin will share lessons learned and feedback from the March 11 Finance Forum, as well as kick-off a discussion on how the BFWG can continue acting as the bridge between the CBP and the finance world</i>	1:50 pm – 2:10 pm	Materials: <ul style="list-style-type: none"> Presentation For approval: Coaches, guidance and timeline for consulting hours Forum Exit Survey Summary Forum Exit Survey Results

V. Follow-Up Finance Forum Event Ideas (Discussion Leads: Laurel Abowd and Kristin Saunders) <i>The BFWG will brainstorm potential ideas for future consideration.</i>	2:10 pm – 2:30 pm	Materials:
VI. Update on Conowingo Finance Strategy (Discussion Leads: Dan Nees) <i>Dan Nees will provide an update.</i>	2:30 pm – 2:50 pm	Materials: <ul style="list-style-type: none"> PowerPoint Presentation (TBD) ACTION: Dan Nees will work on Conowingo project assessment and use that information to draft a financing strategy. He should have the assessment and most of the financing strategy done within a year. <i>In Progress</i> <ul style="list-style-type: none"> These materials will inform the project's business plan/next steps
VII. Workgroup Member Updates/Announcements (Discussion Leads: Jim Edward and Elliott Campbell)	2:50 pm – 3:00 pm	

Summary of Actions/Decisions from July 2019 Meeting:

ACTION: **Elliott Campbell** will schedule EFAB webinar on a Tuesday in September at 11 a.m. Be sure to include participants beyond the workgroup, including: *Complete*

- Management Board,
- Local Leadership Workgroup, and
- Other groups as identified

ACTION – Elliott Campbell will work with **Chantal Madray** and **Laurel Abowd** on how to set-up a recorded webinar through Zoom and how it might work if PowerPoint slides were involve, *Complete*

ACTION: **Chantal Madray** will explore alternative meeting spaces if the Fish Shack is booked on September 17 at 11 a.m. for the EFAB webinar, *Complete*

ACTION: **Elliott Campbell** will direct EFAB webinar attendees to either email himself or **Chantal Madray** with feedback. Feedback will be compiled to present to the BFWG . *Complete*

ACTION: **Elliott Campbell** will reach out to LGAC and explore making the EFAB report more accessible *Complete*

ACTION: **Chantal Madray** should look through the EFAB report (under resources tab on website). The Budget and Finance web page may also need to be updated. *Complete*

- Add the Environmental Finance Advisory Board onto the webpage
- Discuss web content updates with Co-Chairs

ACTION: **Jim Edward** will send out a reminder for CBARA submissions, which are due Friday, August 2, *Complete*

- Received submissions from NY and DE as of July 31

ACTION: **Elliott Campbell** will have a draft of the SAV Financing Report ready by the next Management Board Meeting, *Complete*

ACTION: Take lessons learned from SAV financing project and use them to improve Finance Forum, *Complete*

- See contractor proposal from The Alliance and ERG on how this might work

ACTION: **Laurel Abowd and Chantal Madray** will coordinate an action group to move the Finance Forum forward (members will include Elliott, Greg, Dan, Laurel, Chantal, Megan, Kristin, Jim and Jennifer), *Complete*

ACTION: **Greg Allen** will work with others on briefing Dana on outcome of GIT Chairs and Leadership Expanded Meeting on July 30, *Complete*

ACTION: **Greg Allen** will check and see if work similar to ***Project 7: Chesapeake Bay striped bass nursery habitat assessment*** is being duplicated elsewhere, [Complete](#)

- This GIT Funding project was presented and reviewed at the Goal Team Chairs and Leadership Expanded Meeting on July 30

ACTION: **Chantal Madray** will include pie chart of funding breakdown in next follow-up email to attendees from GIT Chairs and Leadership Expanded Meeting, [Complete](#)

Others

DECISION: September 17 at 11 a.m. may be the best date/ time for the upcoming EFAB webinar, [Complete](#)

DECISION: host one-day workshop [forum] with experts so that participants can learn from the SAV Finance experience, learn about how finance may be able to help address issues that work groups face, and develop options to stay involved afterward (e.g. to see how we can improve the SRS Financing Forum concept). [Complete](#)

- There is an opportunity here to serve as a conduit between “information” dissemination and “engagement.” Afterward, workgroup can help connect participants to experts
- Workgroups should complete a pre-workshop assessment of where they see finance interfacing with their goals