

Executive Committee Meeting

River Bend Farm
287 Oak Street, Uxbridge, MA
January 14, 2020
10:00am to 12:00pm

AGENDA

CHAIR'S REPORT

10:00-10:15am

Sue Kiernan, RI Department of Environmental Management (Rotating Chair)

- Welcome the group and call for introductions.
- Approve December 4, 2019 Executive Committee (EC) meeting notes.
- Provide a quick overview of agenda.

PROGRAM HIGHLIGHTS

10:15-10:30am

Mike Gerel, Narragansett Bay Estuary Program

- Mike presents major tasks accomplished since the December 4th meeting and takes questions. Tasks completed include: Final Revised Guiding Principles, Steering Committee nominee invite letter and expectations, draft CCMP Revision Goals-Objectives-Actions matrix, plans for indicator updates, formal NBEP Intern Program document, 2020 conference preparations, and progress on metadata.

Desired Outcome: Committee members aware of major accomplishments and issues encountered since the last meeting and any EC member questions answered.

DISCUSS AND APPROVE FINAL REVISED GUIDING PRINCIPLES

10:30-11:15am

Mike Gerel and Executive Committee Members

- Mike presents an overview of major changes included in NBEP's Final Revised Guiding Principles dated January 14, 2020 and seeks approval from the EC.

Desired Outcome: Revised principles approved by the EC and sent to the Steering Committee (SC) for review prior to their next meeting and consideration for approval at that meeting.

LOGISTICAL AND ADMINISTRATIVE LAUNDRY LIST

11:15-11:45am

Mike Gerel, Narragansett Bay Estuary Program

- Mike walks through a list of ten logistical and administration updates and questions for the EC:
 1. SC approval of rotating chairs from the EC.
 2. SC approval of reappointments, new members invitations, and officers.
 3. Does the EC approve creation of a SC Member Nominating Subcommittee?
 4. Should all existing members sign the expectations document created for new members?
 5. Julia Bancroft to shift back to full time within the next month.
 6. Current revenue diversification options.
 7. Delay development of financial plan until FY21.
 8. NEIWPCC to provide overview of financial management practice at next SC meeting in March.
 9. Can NBEP post committee meeting materials and the annual work plans on the NBEP website?
 10. General feedback on EC meetings.

Desired Outcome: Committee members are up to speed on SC decisions made at their last meeting, make decisions on some new issues, and provide input as requested.

UPCOMING MEETINGS AND ACTION ITEMS

11:45-12:00am

Mike Gerel, Narragansett Bay Estuary Program

- Mike previews upcoming meetings and reviews any action items captured today.