

# NARRAGANSETT BAY ESTUARY PROGRAM

Executive Committee Meeting  
February 14, 2023

# Agenda

Subject	Presenter(s)	Shared via Zoom	Formal Committee Action Requested Today	Time
Meeting Open	Caitlin Chaffee, Chair	Agenda	Approve December notes.	1:00p
NBEP Quarterly Financial Report	Mike Gerel, NBEP	1 PPT slide	None.	1:10p
Public Comment				1:20p
NBEP and Committee Member Hot Topics	Committee members	1 PPT slide	None.	1:25p
Thoughts on New EC Meeting Format	Caitlin Chaffee, Chair and Mike Gerel, NBEP	1 PPT slide	None.	1:45p

**Approve December Meeting Notes  
(5 min)**

# NBEP Quarterly Financial Report (10 min)



# Financials

## NBEP Financials 12.31.22

Category	Section 320 & SNEP Funds <sup>(1)</sup>				BIL <sup>(2)</sup>				Program Income Allocated <sup>(3)</sup>	Total Available			
	Budget	Total Spent	Total Encumbered <sup>(4)</sup>	Total Available To Spend	Budget	Total Spent	Total Encumbered <sup>(1)</sup>	Total Available To Spend		Budget	Total Spent	Total Encumbered <sup>(3)</sup>	Total Available to Spend
Salary	\$860,038	\$340,894	\$340,894	\$519,144	\$0	\$0	\$0	\$0		\$860,038	\$340,894	\$340,894	\$519,144
Fringe	\$278,259	\$69,456	\$69,456	\$208,803	\$0	\$0	\$0	\$0		\$278,259	\$69,456	\$69,456	\$208,803
Travel	\$13,175	\$6,045	\$6,045	\$7,130	\$0	\$0	\$0	\$0		\$13,175	\$6,045	\$6,045	\$7,130
Office Supplies	\$7,254	\$6,059	\$6,059	\$1,195	\$0	\$0	\$0	\$0		\$7,254	\$6,059	\$6,059	\$1,195
Contracts	\$116,200	\$16,512	\$31,512	\$84,688	\$0	\$0	\$0	\$0		\$116,200	\$16,512	\$31,512	\$84,688
Subawards	\$1,309,942	\$145,677	\$1,084,996	\$224,946	\$1,819,600	\$6,500	\$909,800	\$909,800		\$3,129,542	\$152,177	\$1,994,796	\$1,134,746
Meals	\$8,160	\$4,550	\$4,550	\$3,610	\$0	\$0	\$0	\$0		\$8,160	\$4,550	\$4,550	\$3,610
Event Hosting <sup>(5)</sup>	\$2,400	\$3,912	\$3,912	-\$1,512	\$0	\$0	\$0	\$0	\$1,600	\$4,000	\$5,512	\$5,512	\$88
Prof Development	\$4,515	\$207	\$207	\$4,308	\$0	\$0	\$0	\$0		\$4,515	\$207	\$207	\$4,308
Phone	\$11,128	\$6,102	\$6,102	\$5,026	\$0	\$0	\$0	\$0		\$11,128	\$6,102	\$6,102	\$5,026
Printing	\$5,479	\$264	\$264	\$5,215	\$0	\$0	\$0	\$0		\$5,479	\$264	\$264	\$5,215
Advertising	\$200	\$0	\$0	\$200	\$0	\$0	\$0	\$0		\$200	\$0	\$0	\$200
Registration Fees	\$1,250	\$1,672	\$1,672	-\$422	\$0	\$0	\$0	\$0	\$900	\$2,150	\$2,572	\$2,572	\$478
<b>Total Direct</b>	<b>\$2,618,000</b>	<b>\$601,350</b>	<b>\$1,555,669</b>	<b>\$1,062,331</b>	<b>\$1,819,600</b>	<b>\$6,500</b>	<b>\$909,800</b>	<b>\$909,800</b>		<b>\$4,440,100</b>	<b>\$610,350</b>	<b>\$2,467,969</b>	<b>\$1,974,631</b>
<b>Indirect</b>	<b>\$169,151</b>	<b>\$65,321</b>	<b>\$65,321</b>	<b>\$103,830</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>		<b>\$169,151</b>	<b>\$65,321</b>	<b>\$65,321</b>	<b>\$103,830</b>
<b>Total</b>	<b>\$2,787,151</b>	<b>\$666,671</b>	<b>\$1,620,990</b>	<b>\$1,166,161</b>	<b>\$1,819,600</b>	<b>\$6,500</b>	<b>\$909,800</b>	<b>\$909,800</b>	<b>\$2,500</b>	<b>\$4,609,251</b>	<b>\$675,671</b>	<b>\$2,533,290</b>	<b>\$2,078,461</b>

(1) Includes all Section 320 and SNEP monies awarded to RWU/NBEP for EPA years FY2021 and FY2022. FY2032 Section 320 (\$800K) and SNEP (~\$250K) funding totalling ~\$1.05M is expected by October 1, 2023.

(2) Includes all BIL monies awarded to RWU/NBEP for EPA years FY2022 and FY2023.

(3) This is \$2,500 provided to RWU/NBEP by URI as a sponsor of our 2022 Annual Science Event.

(4) Total Encumbered includes all funds that have been obligated to a specific external party via our workplan and/or formal agreement. These funds may not have been fully spent yet, but are not available for other purposes.

(5) Up to \$5,000 may need to be shifted to this line item based on expected costs and sponsorships for the 2023 Science Event. Funds for honorariums for the event are included under Contracts.

# Hot Topic Updates (20 minutes)

# NBEP Highlights



1. EPA approved FY2021 Budget Amendment —allows us to issue habitat/public access RFP this by May.
2. Vision 2032 consultant interviewing SC members week of Feb 20<sup>th</sup>, managing editors in place and authors for ~ 5 stories being recruited, 39 *Action Plan Worksheets* done this month, and next meet in April.
3. Biannual NBEP QAPP Update submitted for approval.
4. EPA Program Evaluation (PE) meetings scheduled with our submittal due to EPA in April and results to SC in June.
5. Providence EJ Tool complete, Terrapin Story Map in draft, and NBEP EJ Tool framework done.

# Committee Feedback (15 minutes)



# New EC Format

Decisions

Updates

Input

- Aim for 1-hour meeting
- Follow format to left
  - Decisions/votes first
  - Updates from everyone
  - Exercises/feedback
- Thoughts on today?

# Next Meetings

- Steering Committee, March 9<sup>th</sup> 10a-1p hybrid at Clark Univ in Worcester
- Vision 2032 Subcommittee, April TBD in-person at RIDEM in Providence
- Executive Committee, May 9<sup>th</sup> 1-2pm virtual