

NARRAGANSETT BAY ESTUARY PROGRAM

Steering Committee Meeting
March 17, 2022

Agenda

Subject	Presenter(s)	Shared via Zoom	Committee Action Requested Today	Time
Meeting Open	Regina Lyons, EPA, Chair	Agenda	Review and consider approval of December notes.	10 min
NBEP Bylaws	Mike Gerel, NBEP Reginia Lyons, EPA Chair	PPT	Review and consider approval of final NBEP Bylaws advanced from the Executive Committee.	45 min
Quarterly Program Report	Mike Gerel, NBEP Courtney Schmidt, NBEP	PPT	Offer questions or comments.	20 min
Public Comment/Break				10 min
Bipartisan Infrastructure Legislation Project Ideas	Steering Committee members	None	Provide initial feedback on staff ideas and/or your own ideas for BIL funding.	30 min
Steering Committee Member Updates	Steering Committee members	None	Offer updates.	30 min
<i>Steering Committee members up for reappointment depart meeting</i>				
Steering Committee Member Reappointments	Mike Gerel, NBEP Sue Kiernan, RIDEM	PPT	Review and consider approval of the list of Steering Committee reappointments from the Executive Committee.	30 min
Meeting Close	Regina Lyons, EPA, Chair	None	None	5 min

Decision #1

Does the SC approve the December 16,
2021 meeting notes?

Final Draft NBEP Bylaws

- FY2021 EPA Agreement with RWU requires that NBEP create bylaws
- First draft discussed by Executive and Steering Committees on Dec 16th
- 10 sets of comments received, RWU OGC review
- Final draft discussed at Feb 8th Executive Committee meeting and sent to Steering Committee for consideration for approval today.
- Five changes per comments, and two from staff since Feb meeting

1. Standing Committees.

Swapped “Standing Committee(s)” for Management Conference

- Management Conference comes from Clean Water Act
- Clean Water Act origin is called out in Section 2
- Management Conference language viewed as confusing

2. Term Limits.*

Added narrow exception to term limits

- Desire to cover circumstance where there is simply no other person at a key stakeholder that can take a termed-out member's seat
 - *“If extenuating circumstances prevent a stakeholder from nominating a new individual to replace an existing member of a Standing Committee who has reached their term limit, limits for that existing member may be waived at the close of each term by a two-thirds (2/3) vote of the Steering Committee.”*

3. Steering Committee Approval of Work Plan & Budget Amendments.

Added clarification that “major” amendments to the annual Work Plan and Budget will require Steering Committee approval

- Want to balance host primacy on personnel issues, appropriate Committee oversight and use of their time, and flexibility for ED to make decisions
- Major amendments defined as
 - New tasks not in the Work Plan
 - Individual Budget line item revisions that exceed 10% of the year’s CWA §320 allocation

4. Executive Committee Membership.*

Added language that specified that the Executive Committee must include a rep from RIDEM, MassDEP, and a non-government organization (NGO) from RI and MA

- Perspective was it is vital that the group include the CWA implementing agencies, and as balance, at least two NGOs

5. Science Advisory Committee Meeting Frequency.

Added back requirement that SAC meet at least 3 times a year

- A meeting frequency was included in the Guiding Principles, but not in the first draft of these bylaws

6. Term Limits Waiver Justification.

Proposed requirement that circumstances justifying an exception for term limits must be documented and submitted in writing to the Steering Committee for consideration.

- Prevents informal/spontaneous decisions

7. Executive Committee Membership Off-Ramp to Fill Officer Slots

Proposed provision that in the event that existing Executive Committee seat holders are unable to fill the Chair and/or Vice-Chair positions, by a 2/3 vote of the Steering Committee, a “reserved” seat can be converted to “at-large” seat for a given term to help fill a vacant officer position

- Intent is to broaden the pot of potential officers

**Comments on changes or
additional feedback?**

Decision #2

Does the Steering Committee approve the final draft bylaws as written or with specified amendments?

NBEP Quarterly Program Report

Financial Report

Figure 2: Estimated NBEP Funds Budget, Expenditure, and Balance (3.9.22)

Expense Category	NEIWPCC ⁽¹⁾			RWU ⁽¹⁾			Total Budget	Total FY2022 Expenditures	Total Balance Remaining
	Budget	FY2022 Expenditures ⁽²⁾	Balance (3)	Budget	FY2022 Expenditures ⁽²⁾	Balance			
Personnel and Fringe	\$ 102,219	\$ 50,582	\$ 83,459	\$ 834,476	\$ 119,460	\$ 715,016	\$ 936,695	\$ 170,042	\$ 798,475
Travel	\$ (3,341)	\$ (1,197)	\$ (2,144)	\$ 12,750	\$ 291	\$ 12,459	\$ 9,409	\$ (906)	\$ 10,315
Supplies	\$ 10,178	\$ 4,475	\$ 5,703	\$ 6,200	\$ 489	\$ 5,711	\$ 16,378	\$ 4,964	\$ 11,414
Contracts	\$ 146,988	\$ 108,456	\$ 38,532	\$ 130,000	\$ 6,000	\$ 124,000	\$ 276,988	\$ 114,456	\$ 162,532
Other (breakout below)									
Subawards	\$ 161,102	\$ (17,658)	\$ 178,760	\$ 650,000	\$ -	\$ 650,000	\$ 811,102	\$ (17,658)	\$ 828,760
Other Administrative ⁽⁴⁾	\$ (15,184)	\$ (980)	\$ (14,204)	\$ 32,892	\$ 1,303	\$ 31,589	\$ 17,708	\$ 323	\$ 17,385
Total Direct	\$ 401,962	\$ 143,678	\$ 258,284	\$ 1,666,318	\$ 127,543	\$ 1,538,775	\$ 2,068,280	\$ 271,221	\$ 1,797,059
Total Indirect ⁽⁵⁾	\$ 42,796	\$ 12,592	\$ 30,204	\$ 120,833	\$ 23,892	\$ 96,941	\$ 163,629	\$ 36,484	\$ 127,145
Total	\$ 444,758	\$ 156,270	\$ 288,488	\$ 1,787,151	\$ 151,435	\$ 1,635,716	\$ 2,231,909	\$ 307,705	\$ 1,924,204

(1) On October 1, 2021, NEIWPCC held ~\$444,758 of FY18 and FY19 EPA Cooperative Agreement funds. On October 1, 2021, RWU was awarded \$1,787,151 via the FY21 EPA Cooperative Agreement, which includes all FY20 and FY21 funds.

(2) Note that expenditures for NEIWPCC are as of 1.31.22 and RWU are as of 3.9.22.

(3) Based on most recent NEIWPCC reporting, \$34,707 of NBEP funding remains unallocated at NEIWPCC. RWU has submitted paperwork to NEIWPCC to subaward \$33,507 to RWU (all remaining unallocated FY2018 money) to cover staff salary. Further, NEIWPCC will spend the ~\$1,200 (all remaining unallocated FY2019 money) to cover small bills for NBEP over the next few months. The only projects we expect NEIWPCC to administer into 3Q FY2022 are the Impact by Design (closes 5/30/22) and Clark University Blackstone (closes 9/30/22) subawards.

(4) Includes Phone, Outside Printing, Internet, Research Supplies, Catering/Meals, Rental Space, Equipment Rental, Event Hosting, Event Meals, NBEP Meeting Meals, Meeting Attendance, Professional Development, Advertising, and Computer Support.

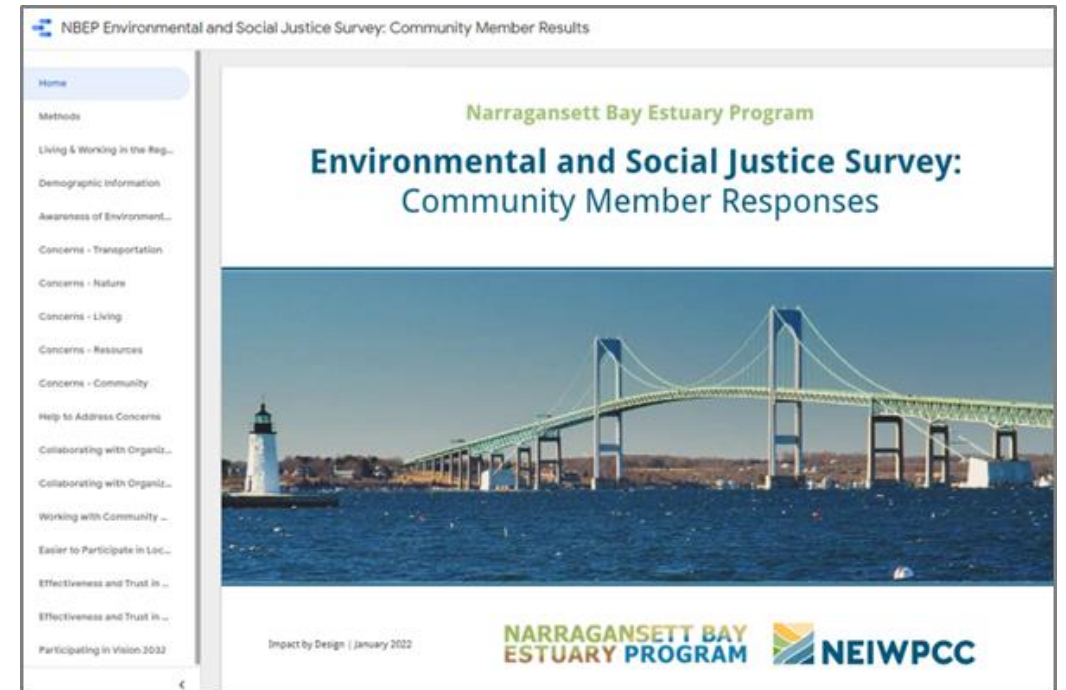
(5) The RWU budget takes all indirect "off the top" at the beginning of the year, and does not report indirect charged per period or otherwise on an ongoing basis. Therefore, the indirect included in this table is an NBEP calculated figure based on 20% of charged personnel and fringe to date.

New Hires

- Two positions open
 - Geospatial Analysis & Design Manager
 - Replaces JT
 - 9 applicants
 - Watershed Outreach Manager
 - Replaces JB with a higher level for writing and community engagement
 - 15 applicants
- Panel is Mike, Courtney, Allen, Regina, Caitlin Chaffee/Anne Kuhn
- Interviews first week April, hire in May

DEIJ Assessment

- Working with consultant since 2020
- Why EJ?
 - Geography, funding, efficacy
- Have completed
 - Assessment roadmap, interview/survey questions, and survey results
- Next steps
 - **Pre-workshop interviews with SC/SAC—review our website in advance**
 - Workshop in April/May to discuss results, affirm commitment, and explore actions
 - Final assessment



Green Infrastructure Planning Projects

Recipient/Location	Project Description	Funded Amount
Audubon Society of RI, Providence, R	Study effectiveness of GI practices.	\$73,000
Town of Barrington, RI	Complete grey drainage system geodatabase to inform GI install.	\$33,700
Town of Bristol, RI	Develop 10% concept designs for 3 GI projects.	\$70,818
Clark University, multiple locations	Create conditions for more GI in in Woonsocket and Worcester.	\$25,000
City of East Providence, RI	Build on NBEP/STB Hundred Acre Cove project to complete 75% design/permitting for 1 practice.	\$45,000
Groundwork Rhode Island, Providence, RI	75% design and public engagement for multiple GI projects.	\$92,099
Groundwork Southcoast, Fall River, MA	Create conditions for Resilience District model in Fall River that will create and maintain GI.	\$25,000
Narragansett Bay Reserve, Prudence Island, RI	Complete conceptual designs, plans, costs, and permitting for 4 GI practices.	\$50,015
Southern RI Conservation District, Westerly, RI	Develop a master plan, concept designs, and outreach for 3 Gi strategies.	\$75,000
Town of South Kingstown, RI	Complete designs, permitting, and outreach for 4 GI practices on private land.	\$99,000
Woonasquatucket River WC, Providence RI	Undertake deep public outreach and 30% designs for GI practices.	\$60,410
		\$649,000

- Final agreements out for signature, working on QAPPs
- Work starts in April

Plastics Science Event

- Research/reports is showing plastics are big problem in Bay
- Planning September event at RWU
- Topic is still broad—from micro to macro pollution, from cradle to grave, from private to public actors.
- Forming committee to design event



Public Comment/Break

Bipartisan Infrastructure Legislation

- BIL funding arrived at EPA Region 1 on March 9th
- NBEP to receive \$909,857 each year through 2026
- NBEP/RWU will need to prepare and seek approval of a BIL Annual Work Plan and Budget this spring-summer
- Guidance is in draft so rules and timing are pending
 - Non-federal match is so far waived

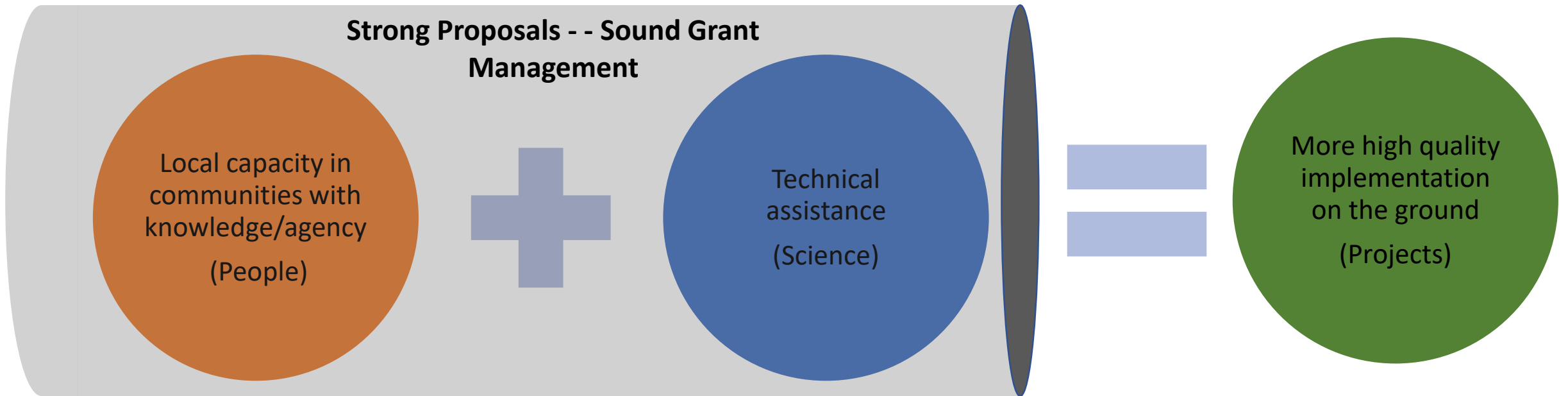
BIL Eligible Actions

- Protecting and restoring **habitat**
- Supporting **water quality** protection and restoration
- **Monitoring** and addressing toxics and pathogen loads and contamination
- Implementing **stormwater** management
- Preventing and managing **aquatic invasive** species
- Developing and implementing **nutrient reduction** strategies
- **Climate resilience**
- Greater opportunities for residents of urban minority and/or underserved communities to **participate in ecosystem restoration and access to urban waters**

NBEP Use of BIL Funding

- NBEP has enough Section 320 and SNEP funding in place to enable us to re-grant all BIL funding this year
- Desire to fund fewer/bigger awards this first year
- Biggest need is funding to help municipalities and community groups build a pipeline of high quality implementation projects
 - Lack of capacity for problem/solution identification, proposal writing, and grant management are tops

NBEP Use of BIL Funding



NBEP BIL Funding Ideas

Capacity-Building

Providence Racial Environmental Justice Committee (One Square World)

Providence, RI

~\$100K for REJC to hire FTE to help the community lead implementation of the Providence Climate Justice Plan

Groundwork Southcoast

Fall River, MA

~\$75K to help hire a dedicate staffer to build the planned resilience district in Fall River to drive new projects (emulates the existing district operating in New Bedford, MA)

Technical Assistance

Circuit Riders

Save The Bay

RI and MA

~\$100K to help STB hire new staff to support development of local projects (modeled after Wenley Ferguson's role, NFWF circuit-rider/liaison program)

Targeted Planning

The Nature Conservancy of Rhode Island

Pawtucket and Central Falls, RI

\$300K to augment existing state bond funds and help pay for fish passage design for the four lower dams on the Blackstone River

RFP

~\$335K to solicit habitat restoration and preservation planning projects in RI and MA

Feedback, other
Ideas?

Committee Round Robin Updates

Steering Committee Appointments

- NBEP Nominating Subcommittee met on February 2nd
 - Meeting usually takes place each fall, but due to RWU on-boarding, the meeting was delayed
- Executive Committee discussed and agreed to subcommittee recommendations on February 8th
- Status
 - Dave Janik retired and stepped off the Steering Committee last fall
 - 7 members up for reappointment want to continue
 - Cassius Spears, Sr with Narragansett Tribe term expired in 2020

Recommendation—New Members

- Based on the new host, bylaws work, and the size, expertise, and newness of existing membership the **committees recommend not pursuing new members**
 - New members will be considered this fall as part of the annual cycle

Recommendations—Reappointments

- Committees recommended reappointment of the following members
 - Richard Carey, MassDEP
 - Robert Johnston, Clark University
 - Bill Napolitano, SRPEDD
 - Cristina Kennedy, MADER
 - Tom Kutcher, RINHS
 - Richard Friesner, NEIWPC (to replace Susan Sullivan)
 - Eliza Moore, NBC (to replace Jim McCaughey)

Recommendation—Narragansett Tribe

- Cassius Spears with the Narragansett Tribe has not been out of touch for 4 years
- Cassius' term expired last year and partners suggested giving it one more year to reach him or tribe
- Had initial conversations with tribe but not in place to nominate replacement
- Committees recommended we send Cassius a noting his term has expired, thanking him for his service, and sharing desire to engage with the tribe in future
- Will continue to build relationships as Vision 2032 targeted-outreach pursued
 - Considering working with regional tribes to create land acknowledgement late this year

Decision #3

Does the Steering Committee approve
the 7 reappointments?

Decision #4

Does the Steering Committee approve
the proposed approach to
Cassius/Narragansett Tribe?

Meeting Close

- Action Items
- Meetings
 - **DEIJ Assessment Workshop, May TBD**
 - Vision 2032 Subcommittee Meeting Re-boot meeting, May 2022 TBD
 - **NBEP Steering Committee meeting, June 16th, 1:00-4:00pm**

