

## CCMP Implementation Committee

### Meeting Agenda & Notes

DATE & TIME: 15 JUL, 2021 1:30-3:00

LOCATION: Zoom

<https://us02web.zoom.us/j/87303488361>



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### AGENDA ITEMS

I. Call to order, welcome

II. Meeting agenda review

III. Update on CCMP Revision

Michelle reports that the Center has been working with CCMP Signatories on reviewing and accepting the changes EPA requested during their review of the document. The Center is giving one more presentation to SCAT (Friday, July 16th) which is the last Signatory that needs to provide their approval. Once they have final confirmation, the draft will be sent to EPA for hopefully their approval. The Center is working with a designer to begin the process of formatting the document for print and hopes to have everything completed in a couple months. The Center is also working on planning the press event to celebrate the completion of this project.

IV. Review & discuss CCMP Implementation Committee survey results and discuss work flow moving forward

*Link to powerpoint presentation:*

<https://drive.google.com/file/d/1tJPTwnAGxTms06Gv0LPGF3z7c9UTDnmm/view?usp=sharing>

Michelle reviews the survey results and opens up the agenda topic by asking members to be open to sharing their thoughts. The survey was meant to gauge how successful the committee has been and ways the committee can be improved moving forward. Michelle explains that it is the intent of the Center to revamp the committee so that it can be more successful than it has been. One goal is to bring more structure to the meetings and more clarity on the purpose of the committee.

Michelle begins by reviewing the Center's Committee structure. (See slides) Committees include STAC, CAC, Development, Executive, Finance, and CCMP Implementation.

CCMP Implementation Committee is tasked with tracking, reporting, implementing CCMP, discussing barriers to implementation and solutions, updating CCMP and documents, developing operational

project plans, developing funding strategies and leverage resources, and sharing information among members.

Michelle then reviews the results of the survey (please see slides).

CCMP Committee will meet quarterly moving forward.

The Center will also schedule Committee meetings for the year in advance. When dates are finalized they will be sent around to members.

Question 4 asked in what ways can the CCMP committee be improved?

Jules Bruck suggested that the Committee do a strategic planning activity. She had just gone through a strategic planning exercise with RASCL and thought that was successful so it might be helpful for this committee as well. The way their strategic plan was crafted was really good and they have measurable outcomes and timelines.

Michelle suggested the Committee could look at the timeline of actions for the CCMP and use that for a strategic planning activity or a way to decide what the Committee will focus on for the coming year.

Aaron agrees that having things broken out would be helpful so that he and Chris Brosch can keep an eye on it. They report to a lot of different organizations and so knowing in advance what they will need to report on would be helpful.

Michelle agrees that more organization in reporting will be helpful.

Michelle shares an idea for how to bring more structure to the meetings. A part of the meeting could be focused on discussing three questions that would be sent around prior to each meeting. Members would spend time thinking about the questions and bringing discussion points to each meeting.

Questions are: 1) over the last quarter, what went well, what did not go well, and what support could you use? 2) What strategies worked well/didn't and 3) How can the committee support you?

These questions bring us back to one of the important purposes of the Committee which is to discuss barriers to implementation and come up with solutions. It also allows folks to share what they are working on, get input and advice, and also opens up the discussion of funding.

The questions would also help to identify if there are any recurring issues that are causing delays in implementation. These issues may be brought up to the Board for consideration.

Todd Pryor asks where people can look to see what projects have been implemented over the past quarter or year. It would be helpful to see what is being done, what stage projects are in, etc. So we have a view of what is happening and where things are.

Answer: There isn't a repository right now and that is something the Committee needs to begin working on. This would be the CCMP implementation tracker. Or perhaps another method of showing folks what is being worked on. Maybe a spreadsheet that is filled out quarterly?

No questions, concerns, comments provided by other Committee members on this topic.

Question 5:

Jenn Volk - Asked if Michelle is asking if there is a specific project we should work on together or is there a focus CIB should have and then we would go off on our own?

Answer: Thinking more strategically, what is something the Committee should focus on, what interests do people have, how can we start thinking about our work as a Committee over the next year? More just curious about how folks wanted to work together.

This would be for the Committee to work on, not something that the Center takes and works on separately.

Jenn: Asked if we have been involved in a strategic doing session. It is a process that brings everyone together and you create a question such as what would it look like if we were working on enhanced water quality issues? And the people who are there talk about assets, what you can bring to the table, what you can do to help move the project forward. Focuses more on short term goals that you can make progress on over the next three months. And then you check back in and see how you are doing.

Jules: She really liked the strategic doing process when she started up the Coastal Resilience Design Studio. It is a nice active strategic planning activity. It gives everyone a task to take care of and keeps everyone engaged.

Jenn: The idea is each member of your team is given a task that will take no longer than 60 minutes to do over the next 30 days. And it is just what YOU can do.

Michelle asks if Jules and Jenn are willing to talk further about what a strategic doing process might look like for the Committee and both agree.

Question 6:

Bryan: Jessica Watson would be a good addition. Worth reaching out to her about it. For DNREC, there are a lot of folks over there who would have really good input. But maybe someone from Fish and Wildlife would be beneficial to have.

Steve: Certainly folks that have access to money like the NPS program would be beneficial such as Jim Sullivan. As well as the living shoreline committee that the state has. Folks like Alison Rogerson who co-chairs that committee might be good. People closer to on the ground implementation and the money would be good to include. I think the Fish and Wildlife suggestion is a good one.

Kelly: Delaware SeaGrant might be a really good org to have represented on the Committee.

Question 7:

Moving forward, the CCMP Implementation Committee meetings will be offered in a hybrid fashion. However, Michelle would like as much in person participation as possible. The members were open to having one "highly encouraged" in-person meeting per year.

It is a challenge for some folks to travel to the meeting when there are competing priorities and competing meetings. It just opens up the meetings to more attendance.

CCMP Committee Chair

Michelle explains that Chris Bason and herself have been functioning as the Chair and Co-Chair of the Committee. However, Chris wants to step back from that and Michelle would like some help. She asks if there are any volunteers for a Chair or Co-Chair.

Overview of responsibilities are included on the slide. Include developing meeting agendas, running CCMP committee meetings, conducting necessary follow up in between meetings, and assisting with any sub-committees that are developed.

Jenn: Shares some insight as the Chair of STAC. She works with Marianne Walch who is the CIB Liaison and they work well as a team. Some months require more time than others. They both work to sketch out meetings and she expresses that it is a rewarding experience to work with the Center in this capacity.

## V. CCMP Implementation Tracking

*Discuss the development of a CCMP implementation tracking system and review examples from other National Estuary Programs.*

Michelle shares examples of other CCMP tracking instruments from other NEPs (links included in slide).

Kelly: Shares that some NEPs like PDE use something like google sheets.

Bryan: For our cover crop program they have been using the ESRI Collector App. They worked with the Delaware DGI office to get a group established to be able to create fields, put points on the map, and then track status of inspections. At the end we report it out and it comes out as an excel sheet. I'm sure there are other options to get a final product. They use it for cover crop and other BMPs for compliance inspectors. They started that about 5 years ago and now they are looking to add water control structures, wetland projects, etc. That has helped us stay more organized. And when you put it into spatial terms it helps.

Michelle: That sounds great, I do like the visual components to show where we are working. It could help to show areas we might need to focus on as well.

Todd: We use something similar - I work in the trails section so when we build a trail or a sidewalk we have been trying to collect data to update their ADA database. So they complete a project, then the inspector goes out with the collector, and they can take pictures and things like that, note length and materials, and do a detailed report right in the field.

Michelle: Let the group know that we will begin having more of these conversations since we have an idea of what we are going to be tracking. Asks people to send anything they come across related to tracking.

## VI. Partner Updates

Michelle: The Clean Water for Delaware Bill passed which is something that the Center has been working with DNS and other partners for 5 years now.

Kasey: NRCS has completed the current EQIP program which addresses significant impacts from day to day activities - soil quality, nutrient management, etc. They have committed the \$5.8million and are looking at an increased funding level going into FY22. They are seeing a ramp up in prescriptive

conservation planning and engagement which provides the 1:1 with producers to do a resource assessment and look at implementation with a variety of funding. So now it is an all in one, how do we engage, how do we level the funding so the programs are not competing but are complimentary. They look at additional funding opportunities especially in the Chesapeake Bay area. They are also working on completing the RCPP program and provide additional funding to EQIP. They will have those contracts in place by the end of August if not before. They did note that there was a new opportunity for new and imminent resource concerns across the state. They can't use their current NEPA evaluation that is currently linked to the EQIP program so they are doing a standalone assessment which should be completed by early February at the latest. Then they can capture the beginning farmers, historically underserved, and beyond for a pilot effort. They also continue to work in the Nanticoke watershed where they are doing a structural activity in practice to help them do some drainage work improvements that have been annotated within that area. Right now they are in the planning phase and once that is approved they will move into implementation in FY22.

Jen: Wanted to let everyone know that the Cooperative Extension offices have reopened but not everyone is going into the office every day so be aware of that. Also, there is a STAC meeting on Friday, July 30th. Kelly Sommers is one of the presenters on microplastics as will be Dr. John Cohen and we will have some conversations about monitoring - both at the DNREC level and then how that data is used at the regional level by EPA. It will be held via zoom.

VII. Adjourn