



Scientific and Technical Advisory Committee (STAC) Executive Board (EB) Call

May 1, 2015

New EB Member Nominee

The EB nominating committee recommended Mark Luckenbach (STAC-VIMS) to fill the current vacancy on the board. Luckenbach accepted this nomination and the EB supports moving forward with this nomination. STAC Chair, Kirk Havens (STAC-VIMS) will request a motion to approve Luckenbach for the two-year term on the EB at the June quarterly meeting.

STAC Members Attendance

The STAC Bylaws state that a member who misses two consecutive meetings (and is not represented by a designated alternate) will be contacted concerning his/her absences. There are currently two members that have missed two consecutive meetings. Havens recommended waiting until the September quarterly meeting to take further action. One member is rotating off the committee so the concern moving forward is irrelevant.

ACTION: Havens will monitor attendance at the June quarterly meeting to determine if further action needs to take place regarding members who have consecutively missed two or more meetings.

Revised Protocols for Workshop Reports and Request for Proposals (RFPs)

STAC members expressed concerns about the current workshop RFPs and protocols based on the proposals submitted to STAC for FY15 funding. An *ad hoc* group of STAC members met at the March quarterly meeting to discuss amendments to those protocols. STAC Staff has been tracking member suggestions and incorporated them into the workshop RFPs and protocols, and were discussed on the EB call. In addition, STAC Staff created a standardized report format for all FY15 activities (workshops and reviews) to expedite future reports.

Havens opened up the conversation by reminding everyone on the status and events leading up to these revisions. Rachel Dixon (CRC) provided the EB with information on how the documents were revised, noting that most of the changes were based on recommendations from the *ad hoc* group at the March quarterly meeting and follow-up communication from STAC members. Dixon requested feedback on the revised documents within two weeks of the EB call. The amended documents will be presented to STAC at the June 2015 quarterly meeting.

One member suggested a specific statement in the protocols and RFPs noting that in order for a STAC member to be on a workshop steering committee, that person must be formally contacted and be willing and able to serve. Another member suggested that the documents be combined into a single document due to similarities in content and language. Some other suggestions

include: specifying that travel funds are meant to bring in speakers who will provide scientific expertise on the workshop topic, and proposals need to emphasize that travel funds should be provided for scientific expertise, not for regular participants. EB members also requested that this agenda item receive additional time for more discussion at the June quarterly meeting.

Natalie Gardner (CRC) followed this discussion with an introduction of the standardized report format that STAC staff created to expedite future FY15 activities. EB members approved the document, but requested an interactive template be created. This will be the simplest way to ensure that all requirements and formatting are met.

ACTION: Dixon will make revisions to the workshop protocols and RFP's in accordance with suggestions made during the EB call. Including, but not limited to the following changes: combining the protocols into a single document adding clarification on travel funding, and that STAC members need to be contacted before placing them on a workshop steering committee.

ACTION: Send any further comments regarding the workshop protocols and RFPs to Rachel Dixon at (dixonra@si.edu).

ACTION: Gardner will create a standardized template to accompany the new standardized report format to ensure formatting is followed. Send any further comments regarding the standardized report format to Natalie Gardner (gardnern@si.edu).

Chesapeake Bay Program (CBP) Executive Council (EC) Report

STAC annually provides recommendations to the CBP EC. This report is due to the Bay Program by July 1st. Havens provided an overview of the criteria typically provided in the report, while explaining its importance to STAC. The letter is directed to the EC which is composed of watershed State Governors, the administrator of the U.S. EPA, mayor of D.C., and the chair of the Chesapeake Bay Commission. The Council establishes policy direction for restoration and protection of the Bay and its living resources, provides leadership and accountability to the public, and signs directives, agreements, and amendments that set goals/guide policy for Bay restoration.

EB members requested that the June quarterly meeting agenda provide a brief description of the EC, so that STAC members are aware of their audience. Havens stressed that the EC report should include emerging scientific issues and also that the first critical step in the partnership accountability is adaptive management. Havens would like the members input on the content of the EC report. Lisa Wainger (UMCES) suggested that the report provide a brief update of what STAC has done over the year. This will be included in an introductory paragraph. Havens wants STAC members to come with ideas to the June quarterly meeting for this conversation.

DECISION: The EB agreed to include an introductory paragraph in the EC report describing

important STAC activities that have or will take place.

Best Management Practices (BMP) Expert Panel Protocol – STAC and Citizens Advisory Committee (CAC) Joint Letter

Havens opened this presentation by discussing a joint STAC and CAC letter that was recently distributed regarding concerns with the BMP protocols. Brian Benham (STAC-VT) provided background information regarding the joint letter produced. Benham reported that this began after discussion at the last STAC meeting between an *ad hoc* group of STAC members. STAC/CAC decided this would be a good time to revisit the STAC memo produced on July 14th, which detailed issues of transparency, public access, and conflict of interest to the BMP expert panel protocols.

Benham and Havens decided that this topic would need more time added to the draft quarterly meeting agenda than what was provided. It was decided to move this agenda item to the STAC workgroup session so the entire membership can engage in an open discussion.

June 9 – 10 Quarterly Meeting (QM)

The EB reviewed and commented on the draft June quarterly meeting agenda. After a brief discussion, the EB requested changes including agenda timing, descriptions, and the content of the presentations. STAC Staff agreed to collaborate with Bill Ball (CRC) on the nanoparticles presentation. STAC Staff will distribute the agenda to all STAC members and Interested Parties on Monday, May 11th.

ACTION: STAC Staff Renee Kelly (CRC) will revise the June QM agenda topics, including time adjustments. STAC Staff will distribute the draft agenda to STAC members and Interested Parties on Monday, May 11th.

ACTION: STAC Staff will work with Ball to develop a Nanoparticles presentation (emerging issue for the Chesapeake Bay region) at the June quarterly meeting.

ACTION: STAC Staff will invite GIT Chairs to participate in a panel discussion at the June QM, focused on lessons learned during management strategy development. STAC Staff will also contact Carin Bisland (EPA) as a potential lead for this discussion.

ACTION: Havens will invite Molly Ward (PSC Chair) to the June quarterly meeting and suggest/obtain a topic for her presentation.

ACTION: Gottschalk will review CBP response to the STAC “Exploring the Environmental Effects of Shale Gas Development in the Chesapeake Bay Watershed” report and decide if STAC should hear the CBP response at the June quarterly meeting.