

**Citizen Advisory Committee**

 **Planning Meeting**

 **08 June 2023**

*Virtual Meeting via MS Teams*

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**AGENDA**

3:00 **Welcome**  Heather Jennings

* This is CAC’s 2nd meeting, and staff will be posting notes from both on our website ASAP.

3:05 **Director’s Briefing** Bill Crowell

* Brief meeting, give updates, brief update on CCMP update, BIL, yearly annual 320 workplan section 320 of CWA
* 2023 has been a busy year for APNEP staff as we continue the CCMP update, draft strategies for additional funds, prepare for the EPA Performance Evaluation this spring. We produced the PE narrative back in March and are preparing for the EPA site visit July 10-12, 2023. We may reach out to folks about participation in particular aspects of the visit, however, the schedule for the visit is still being worked out.
* Introduce Steve Anderson, our newest staff member who is our Partnership Coordinator.
	+ Steve comes from spending lots of time in Coastal Wetlands and Urban Streams in the AP region, and in recent years doing planning for community-led research efforts. Looking forward to working with CAC!
* Welcome Ezekiel Snyder DEQ Intern (undergraduate student from NCSU) working with Stacey and Steve on BIL communications content and initial steps to increase our capacity for project tracking related to the Justice40 initiative in our equity strategy.
* CAC member introductions/ In attendance:
* Pete Campbell: (1st CAC meeting) retired USFWS
	+ last 7 years refuge manage Mattamaskeet/Swanquarter/Cedar Island NWR system; worked with APNEP white at USFW. Was heavily engaged with current CCMP (2012-2022) development
* Karen Forget: LRNow
* Holly White: NCORR
* Lora Eddy: NC chapter TNC
* Colleen Karl: chair CEEG
* Roy Flanagan: VA Soil and Water Conservation District/VTech
* Spencer Bost: Partnership for the Sounds, Roanoke and Cashie River Center
* Tom Stroud: Partnership for Sounds
* Marjorie Rayburn: retired NC Cooperative Extension
* APNEP Staff: Bill, Heather, Jimmy, Stacey, Steve, and Ezekiel
* Holly and Tom (away on international travel) are CAC co-chairs and will be facilitating the meeting in the future; but since APNEP staff had some tight deadlines, there was limited time to plan for this meeting. Staff is leading this brief virtual meeting just to get everyone together and request feedback on CCMP and updates on BIL and 320 work plans.

3:10 **CCMP Update** Heather Jennings

* Tasking the CAC with reviewing and revising the 2023-2028 (5 year) CCMP, previous 2012-22. Staff sent out the CCMP today for review and comment. Staff requests feedback by Friday, June 16 to Steve Anderson (steve.anderson@apnep.org). Do feel free to contact Steve with any further questions.
* Previous CCMP (2012-2022) included 57 actions. The revised CCMP is proposing only 28 actions (decided by Leadership Coucil) which has combine some duplicative actions to be more efficient, and for APNEP to prioritize more focused actions staff will submit for EPA approval.
* Focus areas were decided and approved by the Leadership Council and include: Water quality, Submerged Aquatic Vegetation, Coastal Wetlands, Oyster Habitat, and Resiliency.

3:20 **Review of BIL Work & CAC Role in Project Criteria**  Stacey Feken

* Long-term Bipartisan Infrastructure Legislation (BIL) strategy submitted to EPA last week for review which also included the draft Equity Strategy.
* Staff want to give CAC an overview of BIL and Equity Strategy so members have a brief overview and have to opportunity to *give your input* as this will be an area where CAC will have a significant involvement moving forward.
* Although it was submitted, *the is a living document and CAC input is invaluable!*
* The long-term strategy incorporates 2-year workplan. Funding from EPA for the first two years was received in Feb. 2023 ($909,800 each year). So, APNEP is seeking CAC guidance for funding community and research efforts with this funding.
* APNEP will be releasing BIL request for proposals (RFP), and the CAC will help evaluate proposals through 2024. CAC members have a range of interdisciplinary expertise and perspective to provide to the process to ensure equitable opportunity to and distribution of funds.
* BIL long-term funding strategy and workplan is for 5 years.
	+ Strategic Workplan includes projects like:
		- Spatial Decision Support – designed to help prioritize locales where projects need funding based particularly on human use of estuary.
		- Estuarine Spatial Planning Assessment – mechanism for refining our approach to strategically target areas and topics with the most need.
	+ BIL funding is split into five categories ($800k each) including SAV, water quality, coastal wetlands, oyster habitats, and community resilience outlined as CCMP targets decided by LC.
* APNEP will be looking for input to steer the approach and identify projects for BIL/CCMP implementation based on:
	+ Where are the needs the greatest?
	+ Where can we fill gaps where partners or other entities are not focusing effort and funding?

3:45 **Review of Annual 320 Work Plan**  Heather Jennings

* The annual 320 Work Plan is submitted to EPA each year, and was approved by the leadership council in May.
* With the conclusion of the 2021 RFP/ 2-year projects; we expect to release a new RFP that will use the updated, more equitable selection process to release another RFP in the coming months to fund multiple projects.
* Selection process was based on CAC input on 2011-2016 RFPs to release and development of criteria for future RFP calls.
* CAC members are welcome to apply for funding, however, if the organization you represent applies, CAC members would need to recuse self from proposal review and selection.
* Annual workplan includes $850K for the coming year, funding for RFP priorities, and an additional funding for annual NC Sea Grant fellow.

APNEP staff (Heather, Stacey, and Bill) just shared a large amount of information quickly. (Room for question)

Staff will be sending out slides so you can reference what was discussed at a later date, or if you were unable to attend.

Bill:

* Staff distributed the updated CCMP strategic plan for 5 years look at areas APNEP needs to focus on in the coming years.
* The leadership council directed the CCMP focus areas for updated CCMP since 2020
* There are updated objectives and actions items, as well as legacy items that will continue to move forward
* We would like CAC feedback and input on what items might be missing; what might need to be add in the future or carried over from the last 2012-2022 CCMP.
* We would like your feedback by Friday, June 16 (sent to steve.anderson@apnep.org)

Questions and comments:

* Karen Forget - What resources are needed from VA in relation to the equity strategy and projects in SE VA?
	+ Clearly much of the workplans are NC centered – What sort of support is most beneficial from VA to get VA more involved?
	+ (Bill response) Relationship with VA has not been as strong with current administration.
	+ (Stacey response) APNEP staff do still have a strong connections in VA, and there are various projects in the work that staff are engaged in that have porential to strengthen further (e.g., Currituck Sound Coalition, Wetlands Watch, RISE project portfolio).
	+ (Karen) CAC members from CAC may need to get heads together (subcommittee) with select NC representatives and staff to gain addition connections in SE VA where there is little non-profit and environmental organization presence. The marsh restoration work in VA Beach area or Back Bay (NFWF funded project) could be a possible approach to partnership building and support.
	+ Could be a topic to add to future CAC agenda.
* Marjorie Rayburn – What are CAC’s next steps?
	+ (Bill) Once feedback is received from committee for updating CCMP and BIL workplan for final LC review and cleaning up narrative and submitting in late 2023. We expect the CAC to assist in generating general concept and draft RFPs (like in the past e.g., stormwater, green schoolyard projects, community resilience). CAC assist with distribution of RFP call to broad audience, as well as join in selection of projects. We may have a line-item project assign to CAC to pick organization to fund.
	+ We expect CAC may come back together to help generate ideas for projects to fund and seek guidance on implementation.
* Our apologies for a hastily put together this meeting, but we will be giving a minimum 2 week notice in the future, and meetings will be led by co-chairs, Tom Allen, and Holly White
	+ APNEP staff (Heather, Steve) will setup a quick agenda review meeting with Tom and Holly in advance of committee meeting.
	+ We expect an in-person full agenda full day during EPA Program Evaluation where staff, and management conference representatives will give partnership updates.
* Thank you for attending at such late notice!

4:00 **Adjourn**