



**Management Committee Meeting Agenda**  
January 25, 2017

2<sup>nd</sup> Floor Conference Room B  
100 Cambridge Street, Boston

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**9am Coffee & muffins**

9:30 Welcome, Introductions – *Jon Kachmar, Management Committee Chair*

Committee Business

1. NEP funding, joint meeting update – *Pam DiBona, Executive Director*  
*Outcome: all gain awareness of current status of National Estuary Program and actions underway by the Association of National Estuary Programs*

2. Vice Chair vacancies: call for nominations, 2-year terms begin 7/1 – *Jon*  
*Outcome: list of members with whom the Nominating Subcommittee can follow up to confirm interest.*

3. Science & Technology Subcommittee Update – *Prassede Vella, Staff Scientist*  
*Outcome: approval of proposed SOPs for this Subcommittee, to formalize means for incorporating scientific input into MassBays' programs and products.*

10:00 Program Evaluation planning – *Pam*

1. Report on Program Evaluation Subcommittee work re: messaging

2. Response to 2012 Findings: CCMP process, and finance, communications, and monitoring plan status and timeline (handout)

3. Proposed April 26<sup>th</sup> Management Committee meeting agenda (handout)

4. Program Evaluation worksheets

*Outcome: feedback on proposed content and structure of PE-related submissions and Management Committee meeting.*

**10:30 Break into breakouts...**

10:40 Working & Learning Session: Program Evaluation Materials review  
*Outcome: Members provide input on draft materials prepared for EPA*

11:30 Staff Updates (handout)

*Barbara Warren, Lower North Shore Regional Coordinator*

*Jo Ann Muramoto, Cape Cod Regional Coordinator*

*Peter Phippen, Upper North Shore Regional Coordinator*

*Carole McCauley, Metro Boston Regional Coordinator*

*Sara Grady, South Shore Regional Coordinator*

12:10 Management Committee Announcements and Updates

**12:30 Adjourn**

**1 to 2pm Nominating and Governance Subcommittee Meeting**

### ***MassBays Vision***

We envision a network of healthy and resilient estuaries, sustainable ecosystems that support the life and communities dependent upon them.

### ***MassBays Mission***

The Massachusetts Bays National Estuary Program is dedicated to protecting, restoring, and enhancing the estuarine ecosystems of Massachusetts Bay and Cape Cod Bay. We facilitate partnerships to prompt local, state, and federal action and stewardship, by convening stakeholders on the local and regional level, providing scientific basis for management decisions, and working with decisionmakers to identify problems and solutions.

### **2017 Management Committee and Subcommittee Meeting Dates**

Unless otherwise noted, meetings are at 100 Cambridge Street, Boston. Arrive at 9am for coffee and muffins; meetings begin promptly at 9:30am and adjourn at 12:30pm. Subcommittee meetings are open to all members.

#### **Tuesday, February 28<sup>th</sup>**

251 Causeway Street, 8<sup>th</sup> Floor

**Regional Coordinator/Staff meeting**, 10am to 12pm

**Science & Technology Advisory Subcommittee meeting**, 12:30 to 2:30pm

#### **Wednesday, April 26<sup>th</sup>**

Northeastern University Marine Science Center (Nahant), including lunch

**Management Committee meeting**, 10am to 12pm, followed by lunch

**Science and Technology Advisory Subcommittee meeting**, 1:45 to 3:30pm

*Note:* an interim email vote will be required to approve MassBays' workplan for 2017-2018, due June 1.

#### **Wednesday, July 26<sup>th</sup>**

**Management Committee meeting**, 9:30am to 12:30pm

**Program Evaluation and/or Executive Committee Subcommittee Meeting**, 1 to 3pm

#### **Wednesday, October 25<sup>th</sup>**

**Management Committee meeting**, 9:30am to 12:30pm

**Communications Subcommittee Meeting**, 1 to 3pm