



## Management Committee Meeting Minutes

December 8, 2014

Hudson River Foundation

### Participants:

**Management Committee:** Rick Balla, Rob Buchanan, Meredith Comi, Ann Fraioli, Kerry Kirk Pflug, Bernice Malione, Bridget McKenna (by phone), Jeff Myers, Caitlyn Nichols, Doug Adamo, Clay Sherman, Dennis Suszkowski, Shino Tanikawa, John Tavolaro, Nellie Tsipoura (by phone), Judith Weis.

**HEP Office Staff:** Rob Pirani, Gabriela Munoz, Kate Boicourt.

**Others in attendance:** Kate Anderson, Alyssa Arcaya (by phone), Marcy Bergman, Philip DeGaetano (by phone), Venetia Lannon, Jim Lodge, Rosalie Siegel.

1. The meeting was held at the Hudson River Foundation offices in New York City. Rob Pirani chaired the meeting. **Introductions** were made and the CAC update was removed from the agenda.
2. The minutes from the April 15 and October 2<sup>nd</sup>, 2014 Management Committee meetings were approved.
3. Rob Pirani presented the timeline for adopting and implementing the **Strategic Plan** for HEP (see attached slides). He indicated that he received great comments and most of them were incorporated into the document. After addressing some questions, **the Strategic Plan was approved by the Committee.**

***Action item:** Any additional comments or questions should be directed to Rob Pirani. He will recirculate the final approved plan for Committee reference.*

4. Rob then presented the **preliminary budget for the FY 15 work plan** (see attached slides) for the Section 320 Clean Act Funding. While the new NEP Reauthorization bill may allocate more funds to the NEPs, the budget currently uses a conservative estimate based on FY 14 funding. This \$ 538,000 will cover the costs of the HEP Program office as well as travel, communications, and targeted outreach including a restoration conference in spring 2016.

Rob also summarized the **proposed activities and funding to implement** each of the Program Goals and Priority Actions defined in **the Strategic Plan**. These activities are anticipated to be funded by any increase in Clean Water Act section 320 funds above FY 14 levels, the HRF match,

leftover HEP funds that are expected to be transferred from New England Interstate Water Pollution Control Commission to HRF in early 2015, and additional funds from a NYC Community Trust grant that was recently awarded to HEP. At least some of these activities would be covered in an addendum to the FY 14 workplan; others will hopefully be included in the revised FY 15 workplan.

The Committee was in general agreement on the projects and the prospective allocation of funds. Specific comments on projects included the need to address data and mapping needs relative to the Trash Free Waters Initiative and LTCP, engaging HUD and other federal agencies on the nature-based resiliency features, the need for the stewardship/public access grants to assist access throughout the harbor, and a desire to find common ground between the agencies and community on citizen science projects.

***Next steps:** Based on the timing and amount of funding received from these sources, an amendment to the FY 14 workplan and the draft FY15 workplan and budget will be sent for approval to the Management Committee, possibly before the regular March meeting.*

***Action item:** Phil DeGaetano will circulate the scope of work for the project to Assess Dissolved Oxygen (DO) in New York Bight and HEP will convene a conference call with Management Committee members and other parties to discuss an appropriate scope of work and outcomes for the project.*

5. Rob provided an update on the work of the **Governance subcommittee** (see attached slides). A number of Management Committee members volunteered to help formalize HEP Operating Procedures, building on previous work initiated by Bob Nyman as part of the “HEP 2.0” process. Staff will prepare a proposed draft based on the Committee discussion. There was discussion on planning the next Policy Committee meeting and having a relevant agenda to ensure that appointed members participate, potentially in May.

***Next steps:** The subcommittee will convene to review the staff draft and present proposed formal Operating Procedures to the Management Committee at the next meeting. If approved, it will then be presented to the Policy Committee for final approval.*

*Staff will work with Committee members to prepare a draft agenda for the policy committee meeting prior to the March meeting.*

6. Additional brief **Program updates** were provided by Kate Boicourt, Gabriela Munoz, and Rob (see attached slides), including summary and action agenda from the HEP Restoration Symposium held in June, HEP’s Public Access assessment, Lawrence Brook Fish Passage, website update and communications, citizen science, Raritan Bay Conference in June, participation in the proposed Estuarium in Hudson River Park, and work with USGS and Green County on sediment monitoring.

***Next Steps:** the Management Committee is encouraged to contact HEP staff with questions or to further discuss the update items presented.*

7. Gabriela gave a presentation on **funds leveraged by HEP with CWA Section 320 funds** (see attached slides). HEP is required to annually collect and report these data to EPA and HEP intends to use it additionally to showcase HEP partner efforts towards advancing the common goals of the Comprehensive Conservation and Management Plan. Some options on what this report could look like were presented.

***Next Steps / Action Items:*** Based on the discussion, Gabriela will produce a draft report and contact Management Committee members and other HEP partners for feedback.

8. Management Committee members were reminded that the **next meeting is scheduled for March 11 in NJ** (location TBD).
9. The meeting was then adjourned.