



Management Committee Meeting Minutes October 2, 2014

Participants:

Management Committee: Rick Balla, Rob Buchanan, Meredith Comi, Ann Fraioli, Karen Greene, Kerry Kirk Pflugh, Bernice Malione, Bridget McKenna (by phone), Jeff Myers, Caitlyn Nichols, Doug Adamo, Clay Sherman, Dennis Suszkowski, John Tavoraro, Judith Weis.

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

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

1. The meeting was held at the Port Authority offices in Newark. Rick Balla chaired the meeting. **Introductions** were made and there were no changes to the agenda.

Kerry Kirk Pflugh announced that NJDEP was re-engaging with HEP and Clay Sherman would be now representing the agency though she would continue to be involved. She expressed DEP's interest in addressing governance issues of HEP. Rob Pirani noted the draft Strategic Plan anticipated addressing this issue by creating a Governance subcommittee and asked for volunteers. Rick Balla said that the meetings were previously chaired by Bob Nyman but it was unclear whether it was in his role as the Program Director or as an EPA employee and that EPA would look at the issue. There was general agreement that the meetings should be chaired by HEP.

2. Rob Pirani provided an update on HEP's **work plan and budget**. He indicated that there will be approximately \$50,000 savings in the budget for FY13, stemming mainly from a later date of hire for HEP staff at HRF. These funds will go to projects previously approved by the Management Committee, including hiring a communications consultant to update and improve the HEP website, contracting the webmaster, and funding CUNY for OASIS updates.
3. Rob then presented the **draft Strategic Plan for HEP** that would guide the Program over the next several years. Rob went over the context for the Plan, programmatic goals and organizational goals. Please refer to the presentation slides for more details.

After Rob's presentation there was some discussion regarding the history of local government engagement in the Program as well as the challenges and opportunities to bring them to the table.

It was recommended that the proposed HEP Governance subcommittee should formalize the Program's operating procedures, building up on the efforts started during the HEP 2.0 process and looking at other existing models, such as the Barnegat Bay. The subcommittee would consider the whole Management Conference (Policy and Management Committees as well as other Committees and Work groups).

It was suggested to also create a Financial Strategy subcommittee. It was noted that regulatory agencies may not be able to formally participate in such committee, but can identify available funding programs and also make HEP known when funding opportunities become available.

There was some discussion about some specific HEP projects, including:

- HEP's work with volunteer consultants towards a communication plan, focusing on improving the website.
- The Raritan Bay Conference.
- Projects focused on dissolved oxygen and nutrients.
- Long-Term Control Plan and efforts to promote adoption of green infrastructure measures.

Next Steps / Action Items:

- 3.1. Management Committee members to provide any feedback to the Strategic Plan **by October 16**. The intention is to approve the Plan by the next Management Committee meeting (December 10).
 - 3.2. Establish a HEP Governance subcommittee. Management Committee members to indicate whether they would like/are able to participate.
 - 3.3. Establish a Financial Strategy subcommittee. Management Committee members to indicate whether they would like/are able to participate.
4. Gabriela Munoz and Kate Boicourt provided an **update on the main HEP-funded projects**. For more information on the [citizen science project](#) and [stewardship grants](#) is available online. The slides are also attached.

Next Steps / Action Items:

- 4.1. There will be a [public event on November 21](#) where citizen science grantees will present their results. Management Committee members and HEP partners are encouraged to attend and spread the word.
5. Rob Buchanan and Meredith Comi provided the **CAC update**. The latest CAC meeting was held on October 1st and dealt with the Mid-Atlantic Regional Planning Body and NYC Planning's Open Industrial Uses Study. The CAC has also been very active in issuing letters on a variety of topics, including the Tappan Zee Bridge, the Passaic River cleanup, and the settlement between Occidental Chemical and NJDEP. Minutes of this and previous meetings, as well as copies of all position letters are available at <http://www.harborestuary.org/citadvcomm.htm>.

6. **Other topics** were discussed including:

The need for collaborative approaches and community visioning in light of climate change adaptation. HEP is looking at water quality and sediment implications of resiliency and shoreline protection measures. Rick Balla noted that Bob Nyman is currently involved in looking at the implications for waste water treatment systems. The upcoming NEP Program Guidance will likely mandate that HEP undertake a vulnerability assessment


Ann Fraioli announced the relaunching of the schooner Lettie G. Howard, which was recently restored. A collaborative project is now looking to raise funds to keep it sailing and functioning as an educational, inspirational, and promotional platform, serving as the flagship of the Port of New York and New Jersey. Rob Pirani pointed out that this is a great opportunity to raise the HEP flag. He also mentioned that HEP and HRF are working on plans for the Estuarium.

7. Management Committee members were reminded that the **next meeting is scheduled for December 10.**

8. The meeting was then adjourned.

New York—New Jersey
Harbor & Estuary Program

Strategic Plan
October 2014



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Planning Framework

- What We Heard: Unique Role; Better Focus on Priorities; Refresh Structure; More Resources/
- Action Plan 2011 – 2015 provides guidance on program
- Strategic Plan covers FY 14, FY 15 and unspent NEIWPCC funds and Organizational Priorities
- Sets stage for revised Action Plan starting in 2016 to help mark 20th anniversary of HEP and meet NEP Guidance

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- Context
 - Achievable, Scalable, Balanced, Looking toward new Action Plan
- Programmatic Goals
 - Clean Up Pollution in the Estuary
 - Restore Habitat and Ecological Health
 - Improve Public Access
 - Support an Economically and Ecologically Viable Estuary and Port
 - Enable Public Education and Community Involvement
- Organizational Goals
 - Governance that fosters cooperation and decision making;
 - Capacity to better engage decision-makers and the public;
 - Financial and technical resources to support HEP and partners.


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Water Quality



#	Action Title	Description	Activities
1.2 & 1.3	Complete and Implement CSO Plans/Support for the Green Technology Initiative.	Stewardship: Upon completion of pathogen load allocation effort, complete all CSO Long-Term Control Plans and set targets for implementation.	Provide planning and technical support for specific LTCP permits. Focus on designated drainages and specific uses promoting green infrastructure.


Water Quality



Don Riepe/ALS

#	Action Title	Description	Activities
1.13 & 1.14	Control Floatables at their Sources/Support Shoreline Clean-ups.	Stewardship: Reduce the amount of floatables originating from street litter/ Enhance floatables controls/Support efforts to remove debris from	Advance best practices for floatables relative to the LTCP and MS4 permit process as well as assess opportunities to reduce pollution using upstream controls.

Restoration




SCAPE Landscape Architecture

#	Action Title	Description	Activities
2.4b & 2.4c	Advance the Shallows and Shorelines TEC goals outlined in the HRE CRP/Consider Climate Change in Planning Habitat Restorations	Science: Address Target Ecosystem Characteristic priorities and associated quantitative goals for restoration, including support for preservation and restoration projects	Advance Urban Shorelines Protocol for use in a variety of urban conditions. Assess opportunities for improving mapping and data availability for shoreline and near-shore benthic habitat. Assess feasibility / knowledge gaps for nature-based risk reduction



Public Access

#	Action Title	Description	Activities
3.1	Recognize and Address Challenges to Public Access.	Stewardship: Identify areas within the region where public access is limited and opportunities to develop access should be explored.	Update public access inventory and stewardship map to identify needs and support small grant program. Establish standard for "quality" access. Showcase quality sites and support efforts in underserved



Contamination Assessment and Reduction Project

#	Action Title	Description	Activities
4.3	NY - NJ Harbor Sediment Transport / Sediment Budget model	Science: Improve understanding of the movement of sediment into and out of the Harbor system, and the mechanisms that drive those movements. Evaluate the existing results of the CARP Model and determine the need for	Launch CARP II to evaluate the current status of sediment contamination within the Estuary and help track source and fate of contaminated sediment in the harbor.



Outreach and Education

#	Action Title	Description	Activities
5.2 & 5.3	Communicate Environmental Status of the Estuary/Enhance Estuary Education and Stewardship	Science: Communicate the environmental status of the Estuary. Provide small grants to non-profit groups and academic institutions to enhance Estuary education and demonstrate	Continue and expand citizen science efforts. Host a Raritan Bay conference. Improve HEP Website and communications. Identify sources of funds for small stewardship grants.

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Governance that fosters cooperation and efficient decision making

- Clarify decision making structure through adoption of formal operating procedures.
- Ensure that management committee members are engaged in one or more Program Goals.
- Modify committee structure to reflect current staff capacity and program emphasis.

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Modify Committee Structure

- Focus on Program Actions
 - Recast Local Government Committee, STAC, and Water Quality Work Group
 - Support CAC focus on HEP priorities
 - Continue Regional Sediment and Restoration Work Groups
 - New Public Access Work Group

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Capacity to better engage decision-makers and the public

- Improve and better integrate all communications tools;
- Position HEP as a source for accurate scientific data and contacts with experts;
- Broaden Participation in HEP (in particular by EJ communities and elected officials).

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Financial and technical resources to support HEP and partner activities

- Identify and secure new sources of funding for HEP priorities.
- Help ensure that we maximize the utility of every dollar;
- Document and publicize the return on these investments;

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Draft Timeline

Task / Milestones	May 14	Jun 14	Jul 14	Aug 14	Sep 14	Oct 14	Nov 14	Dec 14	Jan 15	Feb 15	Mar 15	Apr 15	May 15	Jun 15	Jul 15	Aug 15	Sep 15	Oct 15	Nov 15	Dec 15	Jan 16	
Management Committee Meeting																						
Policy Committee Meeting																						
Strategic Plan (FY 13 - 15)																						
FY 14 Workplan Launch																						
Draft FY 15 Workplan																						
NEWPPCC Grant Closeout																						
Novation Adjustment to FY 14/FY 15																						
Novation Transfer Process																						
CCMP/Action Agenda Workplan																						
CCMP/Action Agenda Launch																						
FY 15 Workplan Launch																						
CCMP/Action Agenda Process (to be completed by Sept 2018)																						


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Next Steps

- Comments due October 16
- Agenda for Policy Committee
- Establish Governance subcommittee
- Financial Strategy subcommittee
- Action Plan and Timeframe

New York–New Jersey
Harbor & Estuary Program

Strategic Plan
October 2014



New York–New Jersey
Harbor & Estuary Program

Project Updates

Management Committee Meeting
October 2nd, 2014



Citizen Science & Stewardship Update

Gabriela Munoz

Citizen Science Project



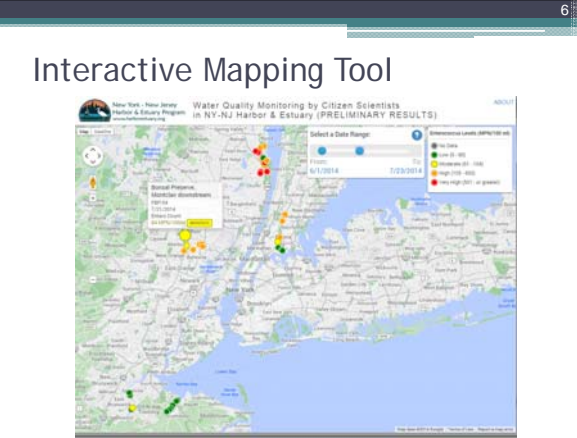
Training May 14-15

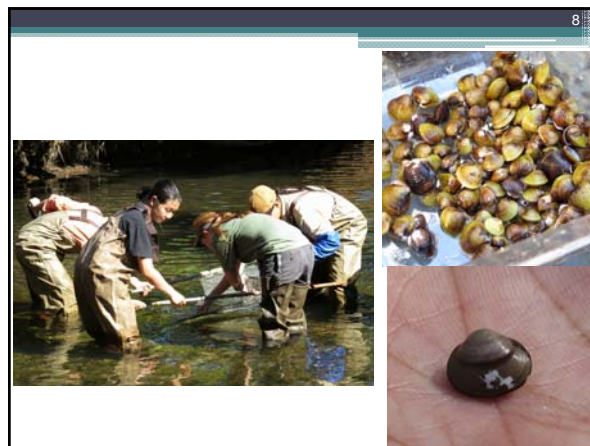


Field Season
June-August



Interactive Mapping Tool





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Next Steps

- Telling the story behind your data: Grantee training October 15
- Result Presentations: November 21, EPA NYC
- Second round of grants
- Field days

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Stewardship & Public Access Grants 2013: All Projects Completed

- **Eastern Queens Alliance:** *Man With Nature/Man Against Nature in Idlewild Park Preserve*
- **Friends of Monmouth Park System:** *Estuarine Stewardship Program for 5th Graders in Monmouth County, NJ*
- **Groundwork Hudson Valley:** *Building Stewardship at the "Daylighted" Water's Edge*
- **Hester Street Collaborative:** *Paths to Pier 42 COMPLETED*
- **Hudson River Waterfront Conservancy of New Jersey:** *NJ's Lower Hudson River Waterfront - 25 Years of Construction. Challenges for the Next 25 Post Sandy Era WORK COMPLETED*
- **Human Impacts Institute:** *Waterfront Connections: North Brooklyn Estuary Stewardship Program*
- **Ironbound Community Corporation and City of Newark:** *Newark Goes Back to the River Boat Tours & Walkshops*
- **Newtown Creek Alliance and North Brooklyn Boat Club:** *Plank Road Cleanup and Access*
- **Rocking the Boat:** *Bronx River American Eel Monitoring*

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Harbor Estuary Habitat Restoration updates

Kate Boicourt


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Lawrence Brook Fish Ladder Feasibility Study: Phase II

- Full feasibility and partial designs.
- Potential to open three miles of habitat, seven more if upstream dams are passed



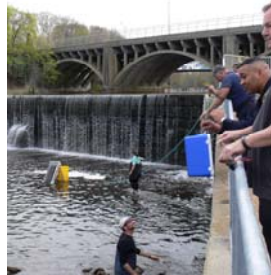

Aerial photograph illustrating locations of dams, subject reach to be restored, and proximity to Raritan River.
Source of photo: NJDEP



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Findings



- Feasible!
- Dependent on the cooperation of the water utility
- Withdrawal adjustments could make ladders achieve an "A"-grade versus a passing grade

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Next steps

- Follow-up with City of New Brunswick
- City Council presentation
- Responsible party for maintenance
- Habitat suitability
- Pursue funding for construction





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Developing an assessment protocol for ecologically-enhanced urban shorelines

<http://harborestuary.org/aboutestuary-habitats-shorelines.htm>



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Progress

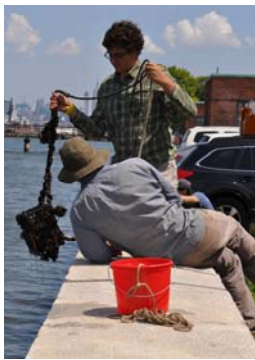
- Completed sampling season
- Processing and analyzing results
- Refinement




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Next steps

- Team to present findings in late fall
- Advisory Committee to review findings
- Further refinement
- Pursue funds for a second phase pilot




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Restoration Symposium Summary and Action Agenda

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Other projects completed in 2014

- Bronx Zoo and Stone Mill Dam Fish Passage Project (New York City Department of Parks and Recreation)
- Pralls Island Heron Rookery Restoration and Harbor Heron Studies (NYC Department of Parks and Recreation and New York City Audubon)