



Management Committee Meeting Minutes

September 28, 2015

U.S Department of Housing and Urban Development, Newark, NJ

Participants:

Management Committee: Rick Balla, Rob Buchanan, Bernice Malione, Evelyn Powers, Shino Tanikawa, Douglas Adamo (by phone), Jeff Myers, Clay Sherman (by phone), Dennis Suszkowski

HEP Office Staff: Rob Pirani, Kate Boicourt, Ariane Giudicelli

Others in attendance: Nesmarie Negron, Venetia Lannon (by phone), Lisa Baron (by phone), Phil DeGaetano (by phone), Rick Winfield, Rosalie Siegel, Ashley Slagle

1. The meeting was held at the HUD offices in Newark. Rob Pirani chaired the meeting. The new EPA NY-NJ HEP coordinator, Rick Winfield, was introduced and the agenda was reviewed.
2. The minutes from the June 24, 2015 Management Committee meeting were approved.
3. Rob Pirani reviewed and opened for discussion the final draft of the FY 2015 Work Plan as well as the Replacement Grant Agreements.

Rob outlined some of the projects being funded under the Work Plan, including the green infrastructure grant with the city of Perth Amboy, in partnership with Rutgers, Perth Amboy SWIM coalition and the NY/NJ Baykeeper; the launch of the dissolved oxygen study in the Harbor with GLEC; and the Lower Passaic and Urban Waters Partnership with EPA to support an Urban Waters Ambassador.

4. The Committee then moved on to discuss the proposed Operating Procedures.

The amended version of the procedures was distributed. Lisa Baron felt that the wording of Work Groups needed to be consistent and reflect that Subcommittees are part of Work Groups (as in the case of the Harbor Herons and Oyster subcommittees under the Restoration Work Group).

The Committee approved the proposed Operating Procedures as amended including Lisa's suggestion

Action item: Rob will modify the language to reflect Lisa's comments to finalize the Operating Procedures.

5. New Management Committee members.
6. Rob has been working with Christine Ash from EPA and the EJ coordinators in NY and NJ to identify candidates for the MC. The hope is to have nominations for potential EJ representatives by mid-October.

The Education representative for NJ on the Management Committee is currently vacant – Ann Fraioli reached out the MAST School in Sandy Hook to help search for candidates.

Rob has talked to the New Jersey Urban Mayor’s Association about working with them to help identify possible candidates and ensuring continuity.

Dennis and Judy are reviewing a proposal from Rob on how the STAC can be engaged, including participation in identifying priorities for the HRF match.

***Action items:** Rob will circulate the current CAC by-laws and the proposal of the formulation of the STAC.*

7. An overview was given on the need for a CCMP revision as well as the objectives of the revision.

The revision will begin with a series of listening sessions around the Estuary in January. The exact structure of the sessions is currently undetermined, but the goal is to emerge from them with an understanding of what the priorities will be for the 5-year Action Agenda and the revised CCMP. A number of existing efforts will be used to communicate with stakeholders during this process, such as the Restoration Work Group. Input will also be solicited from individuals on the STAC and CAC in order to target key questions and to define the scope of the revision.

In terms of goals, the last CCMP focused on navigation and port activity in relation to sediment management and expanding this focus should be considered for the revision. Similarly, water quality work groups were previously in place and need to be re-visited in terms of priorities for both the Action Agenda and CCMP.

The outputs of the Action Agenda and CCMP revision were reviewed as was the timeline to CCMP revision completion. The State of the Estuary is a critical component of the CCMP and the 2012 report will be updated during this timeframe as well.

The relationship between the CCMP, the CRP and the Action Agenda was discussed.

Lisa Baron raised the issue of consistency in defining which groups tackle specific issues in the CRP and the overlapping of action items while Bernice Malione suggested that the CRP be referenced regularly in other documents.

The exact “look” of the final updated 2018 CCMP document is as yet undecided. The document will most likely be shorter than the original CCMP, with more compelling visuals, less print and more concise information.

The climate vulnerability report will identify key action items related to short-term and long-term threats to be incorporated into the Action Agenda and CCMP revision. Currently, Columbia University students are assisting with a literature search in preparation of this report.

Action items:

- *Rob will discuss time commitments and expectations individually with each MC member and will take a closer look at the overall timeline*
 - *HEP staff will discuss the successes and challenges of their listening sessions with the staff of Long Island Sound NEP*
 - *HEP staff and committee members will continue the conversation on goals relating to the CCMP revision and Action Agenda, especially as it relates to water quality, as well as how the process ensures integration with the CRP.*
 - *The proposed format of the public listening sessions will be discussed at the next CAC meeting on October 26th*
8. A Policy Committee meeting will be held in December at EPA offices. The members will need to approve the Operating Procedures. One of the main topics of discussion will be the CCMP revision process.

Action items:

- *Rob will circulate potential dates and a rough agenda*
9. Additional brief **Program updates** were provided by Rob, Kate, and Ariane.

Rob also discussed the proposal that is currently with NOAA for the grant on common standards for metrics and monitoring of resiliency projects. There are discussions with NYS GOSR for advancing the idea.

Kate gave an overview of the Raritan conference and the Public Access Assessment effort including the needs indices maps. Next steps include finalizing the maps and producing a report.

Kate also discussed the website update and brand architecture work being done to update and merge the HEP and HRF websites. The members will be asked for input on this as the website will be a key means of conveying information on the Estuary to the public.

Ariane provided background information and progress towards the Citizen Science Pathogens Project that will be taking place in 2016, including partnering with IEC and potential sampling locations of interest.

Ariane also provided an update on the Litter Survey Project with NYCDEP and PVSC. Columbia University will be involved in the project on the NY side and Montclair University's role in NJ will soon be determined following a meeting with them and PVSC.

Action Items:

- *Rob will share the NOAA proposal with Venetia Lannon*
- *The Management Committee is encouraged to contact HEP staff with questions or to further discuss the update items presented.*

10. Rob Buchanan provided the Citizens Advisory Committee update.

The CAC sent out a letter regarding the NJ Exxon settlement. They have also continued to be involved in the Pier 55 issues and lawsuit.

11. The next MC meeting is scheduled for December 9th. The meeting will take place at the Hudson River Foundation in New York.

Action Item:

- *Please send Rob any suggestions on topics you would like to present or hear about in future meetings.*