

**DWH Trustee Council
10/24/16 Conference Call Summary**

Attendees:

TX	AL	DOI	NOAA
Robin Riechers	Amy Hunter	Kevin Reynolds	Chris Doley
Jane Atwood	Gunter Guy	Nanciann Regalado	Lois Schiffer
	Jane Calamusa	Colette Charbonneau	
LA	Patti Powell		
Billy Plauché			USDA
Alyson Graugnard	FL		Michele Laur
	Kelly Samek		
MS	Gareth Leonard	EPA	DOJ
Gary Rikard	Mimi Drew	Gale Bonanno	Mike Zevenbergen
Marc Wyatt	Larry Morgan		
Teri Wyly	Trina Vielhauer		

Discussion Item 1: Update from the SOP working group

- a. Topic – The proposed revision to the vice chair language and the TC SOP draft V2.
- b. Discussion – Discussed an update to the proposed revision to the vice chair language. The current proposal is that the chair language in section 2.2.1 remains the same as it was approved in version 1.0 of the SOP, but the vice chair language would be revised per the circulated language. Discussed edits for the language that will be revisited on the next call. The TC SOP V2 (with the exception of the chair and vice chair language) was circulated for TC approval.
- c. **Action Items:**
 - 1. Kelly Samek (FL) will provide three options for an updated redline of sections 2.2.1 and 2.2.2 for consideration on the next TC call.
 - 2. Trustees will review the SOP V2 language and email approvals/edits by EOD Friday, October 28.

Discussion Item 2: Follow up from the September Public Meeting

- a. Update – The Web story and PDF available at: <http://www.gulfspillrestoration.noaa.gov/2016/10/information-available-trustees-public-meeting>. Discussed wrap ups and lessons learned from the public meeting.

Discussion Item 3: TIG Budgets

- a. Discussion – During the July TC meeting, we discussed the responsibility of the LAT to produce an annual administrative budget report. The circulated Excel file is a simple template to track estimated costs that have already occurred and are expected to occur. Clarification that these are broken down by Trustee (as opposed to by TIG). Discussed that the Trustees need to produce budgets as well as a budget for the coming year (every October) that tracks administrative costs. Discussion about the details of the budget and whether it's on a calendar year, October – October, or April – April timeframe. Suggestion to sign a resolution to interpret the budget timeframe to either a calendar year or April start. Discussion on how best to present expenditures. Some Trustees prefer a calendar year to better align with their budget tracking systems.
- b. **Decision:** The Trustee's administrative budgets will move forward with a calendar year. The resolution will clarify that the October date in the TC MOU is being interpreted with a calendar year. This year, the Trustee Council will provide budgets for January 2017 through December 2017. Going forward, the budgets will be provided prior to January 1, on an annual basis. All Trustees approve.
- c. **Action item:** NOAA will draft the resolution for the TC's consideration.

Discussion Item 4: Proposal for TIG and MAM Report-Outs

- a. Discussion – Discussed the proposal for TIG and Cross-TIG MAM updates on upcoming TC calls. The updates would be for awareness and general activities and related discussion. Agreement to delete the final bullet in the proposal so that every TIG/MAM will give an update when their rotation comes up. Discussion of the bullet requesting a written blurb in advance of the call. Suggestion to add “optional” to the three sub-bullets detailing written requirements.
- b. **Action item:** TIG support will update the proposal for report-outs.

Discussion Item 5: Proposal for approving Trustee Council call notes

- a. Discussion – Discussed the proposal and the relationship between the call notes and the Administrative Record.
- b. **Action item:** The TC will circle back to this on the next call and in the meantime will review the previous set of call notes.

Other Business

- a. Discussion – NGO MAM letter was sent to the TC. On the next call with the MAM group update the group can discuss any questions or follow-up.

- b. Colette Charbonneau (DOI) accepted another position and her last day on the Deepwater case is December 9.
- c. Kelly Samek (FL) has accepted a position with NOAA and will start in a few weeks and will no longer be working on Deepwater. Gareth Leonard (FL) will be transitioning into Kelly's position at FL FWC.
- d. The federal Trustees will have a transition as the administration turns over in the next few months. Discussed the benefit of having an in-person meeting before Lois, Ann, and others leave. Scheduling is most likely the same week as the Restore America's Estuaries meeting and the RESTORE council meeting happening in New Orleans in mid-December. TIG support will research potential dates and circulate a proposal via email to check schedules.

**DWH Trustee Council
11/7/16 Conference Call Summary**

Attendees:

TX	AL	DOI	NOAA
Robin Riechers	Gunter Guy	Kevin Reynolds	Chris Doley
Jane Atwood	Jane Calamusa	Nanciann Regalado	Lois Schiffer
	Will Brantley	Debora McClain	Melissa Carle
LA		Greg Steyer	
Billy Plauché			USDA
Alyson Graugnard	FL		Michele Laur
	Kelly Samek		
MS	Gareth Leonard	EPA	DOJ
Marc Wyatt	Mimi Drew	Gale Bonanno	Mike Zevenbergen
Teri Wyly			

Discussion Item 1: Report Outs

- a. Topic – The MS TIG and Cross TIG MAM reported on their recent and upcoming activities.
- b. Discussion – MS TIG update: They are planning to release a restoration plan by the end of 2016 with three projects (Grand Bay Land Acquisition and Habitat Management, Graveline Land Acquisition and Management, and the Upper Water Quality Enhancement). MS TIG will hold an annual meeting in Biloxi (in conjunction with the restoration summit) on November 15. The TIG is aiming to release the plan between December 16 and December 30.

Cross TIG MAM update: The group formed in July and has representatives from all Trustees. They had an in-person meeting in early October and reviewed the MAM chapter of the SOP and developed a DIVER database structure for restoration monitoring data among other topics. They are currently working on a management and adaptive management plan template for the TIGs to use and developing monitoring standards. The group is forming working groups to focus on particular resource categories among other tasks. Public comments on monitoring have been received via public meetings and via letters from NGOs.

Discussion Item 2: SOP

- a. Topic – Approval status of the SOP V2; discussion of section 2.2 language; and draft resolution.

- b. Discussion – Discussion of outstanding approvals. Discussion of section 2.2 options. Agreement for option 3 which has no voting for either chair or vice chair. The draft resolution to approve the SOP V2 was circulated with the TC call agenda. The SOP working group is now standing down. TC can decide if they want to reinstate the working group.
- c. Decisions – Agreement by AL, MS, FL, TX, LA, NOAA, DOI, EPA, and USDA that option 3 on section 2.2 will be incorporated into version 2 of the SOP. Chris Doley (NOAA) will take over for Ann Mills (USDA) as vice chair.
- d. **Action Items:**
 - 1. MS, DOI, and NOAA will send email approval of the SOP V2 to TIG support.
 - 2. Kelly Samek (FL) will update the SOP V2 with the language in section 2.2 with that presented in option 3.
 - 3. Edits to the resolution are due by Wednesday (11/9) EOD and then approvals for the SOP V2 are due by EOD on Tuesday, November 15.

Discussion Item 3: Administrative Budgets

- a. Discussion – Preference is for a calendar-year to calendar-year schedule for administrative budgets. All Trustees are in agreement. Plan is to draft a resolution to clarify the timeframe. Discussed options for what to do for the first year. Proposal to release budgets for 2016 and then create a budget for 2016-2017. Could also release a 21-month budget.
- b. **Decision:** Agreement by AL, MS, FL, TX, LA, NOAA, DOI, EPA, and USDA that administrative budgets will be reported for a calendar year going forward. The Trustees will release a budget for April - December 2016 and then will do a 12-month budget version going forward (January –December).
- c. **Action item:** Lois Schiffer (NOAA) will draft a resolution that says the Trustees are interpreting the TC MOU to mean budgets will be on a calendar year. TIG support will help facilitate.

Discussion Item 4: TC Call Notes

- a. Discussion – The notes from previous Trustee Council calls were circulated for review. Several Trustees requested more time to review the notes.
- b. **Action item:** Trustees will review the notes by November 21.

Discussion Item 5: Potential In-Person Meeting

- a. Discussion – Discussed December 15 in New Orleans for a potential in-person meeting from 1-5 pm. Discussed potential agenda items including reporting requirement for the public in the first quarter of 2017, LAT functions, and data. Not all Trustees are able to attend in-person on the 15th. Reminder that the RESTORE meeting starts early the next morning.
- b. **Action item:** DOI and NOAA will work on a proposed agenda that will be circulated to the group for consideration.

Other Business

- a. LAT - Potential Restoration Planning Contract is still in discussion.

**DWH Trustee Council
12/5/16 Conference Call Summary**

Attendees:

TX	AL	DOI	NOAA
Robin Riechers	Gunter Guy	Kevin Reynolds	Chris Doley
	Patti Powell	Debra McClain	Lois Schiffer
	Amy Hunter		Craig O'Connor
LA	Nicole Hampton		Aileen Smith
Billy Plauché			
Alyson Graugnard		EPA	USDA
	FL	Mary Kay Lynch	Michele Laur
	Larry Morgan	Gale Bonnano	Homer Wilkes
MS	Gareth Leonard		Ann Mills
Gary Rikard			
Teri Wyly	Mimi Drew		DOJ
	Heather, Amy		Mike Zevenbergen
			Rachel Hankey

Discussion Item 1: Report Outs

- a. Topic – The AL and FL TIGs reported on their recent and upcoming activities.
- b. Discussion – AL TIG update: The TIG has been busy finalizing their first restoration plan on recreational use and hopes to have it released to the public on December 16th. About \$117 million was committed to early restoration projects in Alabama and the projects are in various stages. The web notice for Restoration Plan II is expected to be released on December 19th and will request project suggestions for numerous restoration types. They aim to finalize the plan in the spring of 2018.

FL TIG update: There are numerous early restoration projects (totaling about \$162 million) which in various stages. The FL TIG is coordinating with a number of other funding streams and programs including NFWF, RESTORE and others. The group has set up monthly calls and has focused on administrative processes. They held a public meeting in relation to concerns over a Living Shoreline Project and decided to move in a different direction. The TIG also held an interactive public webinar which introduced the FL TIG to the public and had over 100 participants. On November 4, 2016 the TIG released a call for project ideas. They now will review the 1,000 project submissions and will work on developing a draft plan. The next in-person TIG meeting will be at the end of January and then will develop a timeline. By April 2017 hope to have the proposed projects ready.

The TX and OO TIGs will give their report outs on December 19th.

Discussion Item 2: SOP V2

- a. Discussion – Discussed the SOP V2 web story.
- b. **Decision:** The SOP V2 web story is approved.
- c. **Action Item:** NOAA will post the web story and PDF.

Discussion Item 3: Administrative Budgets

- d. Discussion – A draft resolution clarifying the development and adoption of administrative budgets per the TC MOU was circulated for review. The resolution provides that the TC adopt an annual administrative budget for each upcoming calendar year. Suggestion to create tables with all administrative budget lines for each Trustee. Will discuss the budgets on the call on the 19th.
- e. **Action items:**
 - 1. All ok. Will send approval of signatures via email.
 - 2. Debora McClain (DOI) and the federal Trustees will revise the spreadsheet as a template for Trustees to fill in (ideally by the 12th). Trustees need to put together a budget from April 4-December 31 2016 and January 1, 2017- December 31, 2017. Budgets are due by the 14th and then TIG support will circulate with the budget in the template (one for 2016 and one for 2017). Email administrative budgets to TIG support.

Discussion Item 4: TC Call Notes

- a. Discussion – All Trustees have reviewed the TC call notes. Discussion about the appropriate location to store the meeting summary/outcomes. Proposal to store the meeting summary/outcomes on the Trustee Council website. The discussion will be continued on the next call.
- b. **Decision:** Continue discussion of TC call notes.

Other Business

- a. Federal Trustee transitions – Discuss on the next call
- b. January call schedule – The January TC calls fall on two Monday holidays. Will move those calls to Tuesday and will likely cancel the January 3 call pending the

agenda. The January 16 call will be moved to the 17th and cancelled pending the agenda.

- c. 2017 meeting schedule – Think about TC meetings in 2017 and discuss next call.
- d. For the Restoration Portal that NOAA supports they are in a cycle of Paperwork Reduction Act documentation. Will reach out to Trustees in the future.
- e. Future topic: Discuss administrative processes (i.e. resolution, funding changes to projects, etc.) across TIGs.
- f. Discussion of potential restoration planning contract

**DWH Trustee Council
12/19/16 Conference Call Summary**

Attendees:

TX	AL	DOI	NOAA
Robin Riechers	Gunter Guy	Kevin Reynolds	Chris Doley
Don Pitts	Jane Calamusa	Debora McClain	Lois Schiffer
Jane Atwood	Amy Hunter		Craig O'Connor
		EPA	Aileen Smith
LA		Mary Kay Lynch	Kris Benson
Billy Plauché		Gale Bonnano	Allison Ferreira
Alyson Graugnard	FL		
	Mimi Drew	USDA	DOJ
MS	Gareth Leonard	Michele Laur	Mike Zevenbergen
Teri Wyly			Rachel Hankey
Marc Wyatt			Steve O'Rourke

Discussion Item 1: Report Outs

- a. Topic – The TX and OO TIGs reports on their recent and upcoming activities.
- b. Discussion – TX TIG update: The early restoration projects are moving along quickly. The artificial reef pyramids are being constructed and are getting ready for deployment. They also acquired a boat to dismantle, sink, and use to create an artificial reef. The sea turtle nesting enhancement and stranding network support project finished its first year and initial results show increased nesting. The Galveston Island State Park project is underway and is in the design and engineering phase. The Rookery Island project is also in progress. The TIG is screening projects and plans to release a draft plan in March 2017 to focus on water quality with a focus on nutrient reduction non-point source, oysters, and habitat acquisition, restoration E&D and implementation. The TIG plans to have a public meeting in the spring after the draft plan is released.

OO TIG update: The federal trustees on the OO TIG will coordinate as needed with states. They have funding allocated for fish and water column invertebrates, sturgeon, sea turtles, marine mammals, birds, and mesophotic and deep benthic restoration types. The current early restoration projects are underway. The TIG is hoping to release a draft restoration plan in the fall of 2017. They are currently developing 3-5 year roadmaps to guide restoration which will work in conjunction with the Region-wide Strategic Frameworks. The OO TIG plans to have a scoping notice out to the public in early 2017 that will likely include all 6 restoration types. The geographic

scope of projects may extend far beyond the Gulf of Mexico to due to the range of habitat of these species.

The MS and Cross TIG MAM will give their report outs on January 17.

Discussion Item 2: Administrative Budget

- a. Discussion – Discussion of the administrative budget templates that were circulated by TIG support. The final administrative budgets with clarifying language will be circulated to the TC for approval.
- b. **Action Item:** Will discuss the posting for these on a later call and will aim to request approvals by EOD on Friday.

Discussion Item 3: TC Call Notes

- a. Discussion – Discussion regarding the posting of notes from TC calls. The TC intends to approve each week's call notes during the following call.
- b. **Decision:** Agreement to post the TC call notes to the Gulf Spill Restoration website. The notes will be posted on Sharepoint and approved in batches.
- c. **Action item:** TIG support will post the notes onto Sharepoint, circulate the link for review, and work with NOAA on the website details.

Other Business

- a. Federal Trustee transitions – Chris Doley will remain NOAA's designee and effective January 1 the alternate will be Craig O'Connor and Chauncy Kelly. The other federal trustees will update their letters as needed. Lois Schiffer will be retiring on January 20, 2017.
- b. Paperwork Reduction Act – Reminder to email the response to TIG support.
- c. Annual Report requirements – Reminder that the annual reports will be released on April 20, 2017 and the data entry will start in January. TIG representatives will enter their information to DIVER. The TC will need to review the web story that releases the report.
- d. 2017 meeting schedule – Discuss 2017 TC meetings during next call.
- e. Plan for January 3 call – Cancel the January 3 call.
- f. Nutrient Reduction One-pager – Request from USDA for folks to review the nutrient reduction write-up.

**DWH Trustee Council
11/21/16 Conference Call Summary**

Attendees:

TX	AL	DOI	NOAA
Robin Riechers	Gunter Guy	Kevin Reynolds	Chris Doley
	Patti Powell	Colette Charbonneau	Lois Schiffer
	Will Brantley		Craig O'Connor
LA			
Billy Plauché		EPA	USDA
Alyson Graugnard	FL	Mary Kay Lynch	Michele Laur
	Larry Morgan		Homer Wilkes
MS	Gareth Leonard		
Marc Wyatt	Mimi Drew		DOJ
Teri Wyly			Rachel Hankey

Discussion Item 1: Report Outs

- a. Topic – The LA and RW TIGs reported on their recent and upcoming activities.
- b. Discussion – LA TIG update: The first LA Draft Restoration plan was released for public comment in October and includes six proposed projects (marsh creation, shoreline protection, and bird restoration). There will be a public meeting in Baton Rouge on November 30 and the public comment period ends December 9. The TIG is also working on re-allocating \$22 million in early restoration dollars received for a fisheries and science center. LA is unable to move forward with that project and will be issuing a notice of initiation to get feedback from the public for other recreation use project ideas to utilize the funding.

RW TIG update: The RW TIG has been looking at the big picture of restoration and ensuring that the other TIGs are supported. They've also been working on strategic frameworks (bird, oyster, marine mammal, and sea turtles) and signed a resolution to fund Trustees' work on the frameworks. They are also keeping their eyes out for potential projects.

The AL and FL TIGs will give their report outs on December 5th.

Discussion Item 3: Administrative Budgets

- a. Discussion – NOAA is drafting the resolution.
- b. **Action item:** Lois Schiffer (NOAA) will send the draft resolution to TIG support when it's ready for circulation.

Discussion Item 4: TC Call Notes

- a. Discussion – Discussion of potential paths forward. General agreement that call notes will continue. The specifics of approval and posting will be discussed on the next call.
- b. **Action item:** Review the notes if you haven't already and consider if they should be posted on the internal DIVER. Also consider how revisions would be handled.

Discussion Item 5: Potential In-Person Meeting

- a. Discussion – Chris Doley (NOAA) and Kevin Reynolds (DOI) discussed potential agenda items. Between the agenda items and the difficulty for some Trustees to attend, it's recommended to not have an in-person meeting.
- b. **Decision:** There will not be an in-person meeting on December 15 in New Orleans.

Other Business

- a. The TC-2016-003 resolution has been signed and TIG support will reach out to Courtney Groeneveld (NOAA) about posting SOP V2 and a potential web story. NOAA will put together a draft web story for discussion/approval on the December 5 call.
- b. TIG support will send out a calendar for TIG updates in 2017 and an updated calendar invite for TC calls in 2017.
- c. Federal Trustee transitions will be discussed on an upcoming call.