



Mobile Bay National Estuary Program Executive Committee Meeting


March 20, 2015, 8:00 a.m. – 12:00 p.m.

Original Oyster House, Causeway, Spanish Fort, AL

AGENDA

Meeting Objectives

- a) Provide Status of Program
- b) Vote: Updates to Conference By-Laws
- c) Vote: HHI Resolution
- d) Vote: Committee Member Agreement
- e) Evaluate Implementation of Strategy Map

1. Introductions/Call to Order: Commissioner Gunter Guy, ADCNR
 - a) Welcome Chris Thomas, EPA Region 4; David England, DISL; Ruth Carmichael, DISL; Fred Leslie, ADEM; Renee Collini- New SAC staff liaison
2. Approval of Minutes September 26, 2014
3. Director's Report
4. Committee Reports
 - a) Science Advisory- Ruth Carmichael
 - b) Project Implementation- Judy Haner 
 - c) Government Networks- Commissioner Ludgood
 - d) Community Action Committee- Leslie Gahagan
 - e) Business Resources Committee-Jennifer Denson
 - f) Finance Committee- David England
5. Old Business
 - a) Discussion/Vote- Updates to Conference By-Laws
 - b) Discussion/ Vote- Committee Member Agreement
6. New Business
 - a) Evaluating the Implementation to of the Strategy Map- Ted Jackson, Ascendant Strategies
7. Other/Announcements- March 30- Amy Newbold, Deputy Director
8. Adjourn



**Mobile Bay National Estuary Program
Executive Committee Meeting Minutes**

September 26, 2014
Five Rivers Delta Center
10-12pm

In attendance: *Eliska Morgan, Alabama Gulf Coast Restore Council; Jennifer Denson, Partners for Environmental Progress; Merceria Ludgood, Mobile County Commission; LaDon Swann, MS/AL Sea Grant; Patrick Harper, U.S. Fish & Wildlife; Patti Powell, ADCNR; Phillip Hinesley, ADCNR; Casi Callaway, Mobile Baykeeper; John Valentine, DISL; Mike Dardeau, DISL; Judy Haner, TNC; Leslie Gahagan, City of Foley; Charles 'Skip' Gruber, Baldwin County Commission; Susan Rees, Army Corps of Engineers; Diane Altzman, U.S. EPA Gulf of Mexico Program; Guy Busby, Baldwin County Legislative Office*

Staff present: *Kelley Barfoot, Rick Frederick, Linda Sierke, Roberta Swann, Maharam Dakua*

1. Call to order: Patti Powell called the meeting to order at 10:05 a.m. and committee members provided around-the-table self-introductions. Roberta Swann introduced Maharam Dakua and gave a brief overview of his project for Three Mile Creek.

2. Approval of minutes: Ms. Powell asked if there were any comments or revisions to the minutes of the June 27, 2014 Executive Committee Meeting, no comments or revisions. Casi Callaway made a motion to approve the minutes and Jennifer Denson second.

3. Directors Report: Roberta Swann

Ms. Swann gave an overview of current NEP financial report. Ms. Swann stated the NEP is coordinating efforts with Alabama Department of Transportation on the I-10 repairs from the spring rain event and is expecting projects to begin by early 2015. The Living Shorelines document is currently in review by the state. Ms. Powell stated the Living Shorelines document is a great resource, but has to be reviewed to be sure that it contains the right balance of technical and scientific data.

Ms. Swann gave an update on the watershed planning implementation status. She showed a map of the implemented watersheds (Eight Mile Creek, Three Mile Creek & D'Olive), the Fowl River watershed (plan initiated), and the submitted NFWF watersheds for funding (Bayou la Batre, West Fowl River (Delchamps Bayou), Dog River (upper, lower, halls mill creek), Tensaw (Apalachee, The Basin, Grand Bay), Fish River (upper, middle, lower), Bon Secour, Wolf Bay (Miflin, Sandy, Graham, Perdido Pass), and Oyster Bay). The Fowl River Watershed Management Plan contract was awarded to Goodwyn, Mills & Caewood. They are working with a small steering committee that they will build upon and also working with Sam St. John on aerial photography of the watershed. Ms. Powell stated the planning phase is an important foundation for future NFWF projects to be successful. It is also a requirement for the engineering firms to work together with the Project Implementation Committee and the Community Action Committee for input when planning for the community.

Ms. Swann gave an update on the Restoration of Three Mile Creek. The NEP is currently working with Commissioner Ludgood on securing funding to restore the Toulmins-Spring Branch located in the North

East corner of the Three Mile Creek Watershed (includes a portion of Prichard City limits). Maharam Dukua will conduct a community assessment and will recommend a strategy for planning with the community. The NEP has requested funding from the New York Trust Grant to conduct climate change and adaptation planning for the Toulmins-Spring Branch. The City of Mobile is working to secure funding to develop a trail from Tricentennial Park to MLK Ave. Judy Haner stated The Nature Conservancy has a proposal out for an ADEM 319 grant for a stormwater management plan that will include retrofitting areas of existing development to include amenities for the community within the Three Mile Creek Watershed.

Ms. Swann gave an update on the completion of the Comprehensive Conservation & Management Plan. She stated the document is now complete and will go to printing next week. It was recommended the NEP charge \$30.00 per hard copy to cover the cost of printing. Ms. Susan Rees and Ms. Casi Callaway agreed to charge for hard copies.

The 2014 Bays & Bayous planning is well underway. The program committee has received 170 abstracts and is currently sorting through them to determine which ones will be presenters and which will be on display. The committee decided to add a 5th session for overflow (monitoring). Ms. Swann stated Mr. Winston Groom has been confirmed as a keynote speaker along with Mr. Scott Hardaway, Mr. Ari Daniels and Ms. Holly Bamford.

4. Committee Reports

SAC-Mr. Mike Dardeau gave an update of the Science Advisory Committee's progress on the development of the Biological Conditions Gradient (BCG). The SAC has decided to add Ms. Renee Collini to the study and she will be providing a document that will help with identifying freshwater marshes, habitats and riparian buffers. Mr. Dardeau stated the idea is to repair the upper habitats and in turn the ecosystem services in the lower waters will fix themselves. The completed project will not include an index, but will include 2 years of monitoring.

PIC-Ms. Haner gave an update of the Project Implementation Committee's progress on prioritization of watersheds. She stated the PIC decided to include all intertidal watersheds. The PIC is currently working to plan what next steps will need to be taken once NFWF funding is available.

BRC-Ms. Denson gave an update of the Business Resources Committee's progress. She stated the BRC's goal was to education business owners about who and what the NEP is and does. They are currently working on Phase II of the Clean Water Future Campaign. The BRC has been working to review the submitted marketing proposals and will next interview each one chosen and make a decision.

GOV- Mr. Gruber stated the last GOV meeting was very well attended with new and existing members. He stated their goal is to get more elected officials involved with the watershed planning efforts and to follow the outline for involvement. Ms. Ludgood stated there are currently many cities and counties that are represented, but not familiar with the work of the NEP. Ms. Eliska Morgan stated the Restore Council recognizes the value of updating elected officials to involve them as part of the process.

Mr. John Valentine stated Ms. Holly Bamford is currently working with National Ocean Service regarding Flood Insurance & Premiums. He stated to Mr. Gruber that this was a hot topic right now. Dr. La Don Swann stated HUD has a billion dollar RFP currently out to enhance resiliency in communities. There is also funding available from the Rockefeller Foundation. He stated these grants are for phase projects and must be submitted through a state agency. Mr. Swann and Mr. Phillip Hinesley agreed to work together to lead this grant effort and opportunity for Alabama.

CAC-Ms. Leslie Gahagan gave an update on the Community Action Committee's progress with the Clean Water Future Campaign. She discussed examples of advertisements that have been done with the Baldwin County High School football programs. She stated at the next CAC meeting that community involvement with watershed management planning will be discussed.

FIN-Ms. Eliska Morgan gave an update on the progress of the Finance Committee. She stated they are considering adding a new member, Ralph Helmich with the Oil and Gas Board and he is also a City Council member in Foley.

5. Old Business

None

6. New Business

Ms. Swann stated December 17th will be the NEP's first Annual Management Conference Reception. She is working with Ms. Linda Ingram to plan a breakfast event; more details including time and location to follow.

7. Announcements/Other

Ms. Swann stated the EPA is submitting a proposal to request funding in the amounts of \$500,000.00 per year per NEP. There are five NEP's working together to request this funding that will address habitat restoration, water quality issues and status & trends in support of CCMP implementation efforts.

Mr. Hinesley stated Bird Fest will be held on October 2-4 and the Weeks Bay Plant Sale will be on October 10-12.

Ms. Callaway stated on October 1, 2014 at the International Trade Center from 6-8pm Mobile Baykeeper along with the NEP's CAC Committee will host a workshop on how to submit restore projects into the online portal.

Ms. Powell stated there will be an invitation going out soon regarding a meeting being held on October 9, 2014 that will discuss the Federal Council's side of Restore. It will be held at the Daphne Civic Center. She stated that projects have to be submitted by members. Submission deadline will be set for some time in October in order for a project to be considered by the State of Alabama. Ms. Powell stated once the review begins she might not be aware of all projects submitted and requested that if any projects move through NOAA or USGS to please inform her. Ms. Rees stated the Army Corps of Engineers is working with four corps groups to submit the best proposal and they are also working with 25 different tribes along the gulf coast who were impacted because of the oil spill.

8. Adjourn

Ms. Callaway made the motion to adjourn the meeting at 11:30. Ms. Rees second.



RESOLUTION IN SUPPORT OF PROHIBITING GEOGRAPHICALLY DISCRIMINATORY HOMEOWNERS INSURANCE PREMIUMS

This resolution concerns acknowledgement of the role homeowners' insurance plays in supporting community health and resiliency and an ongoing need to ensure fairness and equity in insurance pricing.

Whereas, coastal Alabama is blessed with abundant waterways, lands and living resources which represent a major natural and economic resource providing recreational activities and economic benefits to all the citizens of Alabama and the many tourists from across our nation that visit here each year; and

Whereas, Mobile Bay estuary, where the fresh water from Alabama's rivers meet the salt water of the Gulf of Mexico, was designated an estuary of national significance in 1995 and the Mobile Bay National Estuary Program was established; and

Whereas, the Mobile Bay National Estuary Program (MBNEP) is a key partner in maintaining and preserving environmental quality of coastal Alabama and through its efforts promotes a better understanding of the impacts of coastal growth and development, the nature of our coastal environmental challenges and has coordinated the development of a Comprehensive Conservation and Management Plan for Alabama's Estuaries, based on ensuring Access to the water and open spaces; Healthy shorelines and beaches; Abundant fish and wildlife; Conservation of the area's heritage and culture; Environmental health and community resiliency; and Waters that are swimmable and fishable: and

Whereas, the Mobile Bay National Estuary Program promotes cooperation among local governments; business, industry, agriculture, civic, environmental, and conservation organizations; academics, citizens and others who care deeply about environmental quality, through wise management and corrective actions to enhance and restore our coastal ecology and enhance community resiliency; and

Whereas, in Alabama's coastal counties, property insurance premiums have escalated at an unprecedented rate since 2005, resulting in thousands of residents dropping their property insurance, resulting in negative impacts to community resiliency; and

Whereas, the Alabama Department of Insurance posted Clarity Law data on line November 27, 2013, as required by the Property Insurance Clarity Law authored by District 94 Representative Joseph Faust, indicating coastal counties have lower or nearly the same losses as the rest of the State; and

Whereas, coastal Alabama premiums are 300 to 600 percent higher than the state average; and Alabama law requires that the Department of Insurance prohibit rates that are "excessive, inadequate, or unfairly discriminatory"; and

Whereas, nearly all Gulf and Atlantic coastal counties have been adversely impacted by these escalating premiums; and

Whereas, \$48 to \$120 billion of wind insurance premiums from those residents maintaining property insurance have been taken from the “Coastal Band” bounded by Alabama, Gulf and Atlantic coastal counties since 2006, most of which has been sent overseas to reinsurance companies; and an estimated \$8 - \$20 billion is removed from these counties each year with less than an estimated \$15 billion has been returned to Alabama, Gulf and Atlantic coastal counties in hurricane wind claims;

Whereas, overseas reinsurance companies are not regulated by Alabama or US laws; and

Whereas, the “Coastal Band” would reduce insurance premiums and use funds generated by those premiums (not taxes) exclusively for risk management and putting affected insured property back in order, only impacting Alabama’s coastal counties, not inland Alabama constituencies, providing a favorable market for insurance companies to return to Alabama, Gulf and Atlantic coastal counties due to protection from hurricane risk; and

Whereas, a coalition of Alabama’s coastal legislators, cities, counties, businesses, and the Homeowners Hurricane Insurance Initiative, along with legislators and non-profit organizations in eight of the seventeen affected states, are investigating the feasibility of forming an Interstate Re-Insurance Coastal Band; and local governments throughout this coastal band share common interests in fixing this crisis to rebuild community resiliency;

NOW, THEREFORE, BE IT RESOLVED, the Mobile Bay National Estuary Program, based on the recommendation of its Government Networks Committee, supports efforts by Alabama’s coastal legislative delegation to restore fair, non-discriminatory insurance premiums throughout the State of Alabama;

BE IT FURTHER RESOLVED, the Mobile Bay National Estuary Program appreciates Governor Bentley’s leadership in the development and passage of the Alabama Property Insurance Clarity Law and his work with multi-state grassroots organizations to develop a multi-state coastal insurance solution to support community resiliency.

BE IT FURTHER RESOLVED, the Mobile Bay National Estuary Program requests the Governor of the State of Alabama, the Honorable Robert Bentley, in coordination with the coastal legislative delegation to publicly recognize the significance of the Clarity Law data and request insurance carriers doing business in the State of Alabama submit their statewide rate fairness plan, based on data produced by the Clarity Law as required, to the Department of Insurance for immediate implementation.

BE IT FURTHER RESOLVED, the Mobile Bay National Estuary Program requests that Governor Bentley supports the coalition of Alabama’s legislators, cities, and others in assertively determining the feasibility of forming an interstate Re-Insurance Coastal Band.

PASSED AND ADOPTED in Alabama, this ___ day of _____, 2015.

Co-Chair

Co-Chair

ATTEST:

Director

Date: _____



BYLAWS
OF
THE MOBILE BAY NATIONAL ESTUARY PROGRAM
MANAGEMENT CONFERENCE

ARTICLE I
NAME AND PURPOSE

SECTION 1: NAME. The name of the Conference shall be the MOBILE BAY NATIONAL ESTUARY PROGRAM MANAGEMENT CONFERENCE, hereinafter referred to as the Conference. The Conference is organized under Section 320(a) (2) of the Federal Water Pollution Control Act.

SECTION 2: PURPOSE. The purpose of the Conference as stated in CWA §320 is to--

1. Assess trends in water quality, natural resources and uses of the estuary;
2. Collect, characterize, and assess data on toxics, nutrients, and natural resources within the estuarine zone and to identify causes of environmental problems;
3. Develop the relationship between the in place loads and point and non point loadings of pollutants to the estuarine zone and the potential uses of the zone;
4. Develop a comprehensive conservation and management plan (CCMP) that recommends priority corrective actions and compliance schedules addressing point and non point sources of pollution to restore and maintain the chemical, physical, and biological integrity of the estuary, including restoration and maintenance of water quality, a balanced indigenous population of shellfish, fish and wildlife, and recreational activities in the estuary, and assure that the designated uses of the estuary are protected;
5. Develop plans for the coordinated implementation of the plan by Conference members.
6. Monitor the effectiveness of actions taken pursuant to the plan; and
7. Review all Federal financial assistance programs and Federal development projects in accordance with the requirements of Executive Order 12372, to determine whether such assistance program or project would be consistent with and further the purposes and objectives of the plan (CCMP) developed under this section.

The Comprehensive Conservation and Management Plans created under the Clean Water Act are intended to be community-driven and consensus based. Accordingly, certain specific actions identified in the CCMP may vary from the wording above but shall be within the ambit of the intent and scope of the identified purposes and/or support closely allied purposes that advance the overall goal of maintaining the wise stewardship of Alabama's nationally significant estuarine waters and resources. Further, the Clean Water Act Re-Authorization in 2002 (P.L 107-303) identified CCMP Implementation as an appropriate use of CWA Sec. § 320 funds.

SECTION 3: PURPOSE OF PROGRAM. The purpose of the Mobile Bay National Estuary Program (MBNEP) is to encourage a community-based approach to watershed management that encourages citizens, grassroots organizations, government agencies, and educational establishments to work together to address local environmental challenges.

SECTION 4: GOALS OF CONFERENCE. The goals of the Conference are 1) to ensure that this approach to watershed management is proactive, incorporates adaptive management practices, and balances ecosystem performance with human needs; and 2) to ensure that MBNEP activities

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to promote implementation and awareness of the CCMP and its environmental objectives will be conducted in a scientifically relevant manner, amended as necessary to respond to emerging needs and conditions in coastal Alabama.

SECTION 5: OBJECTIVES. The Conference will: Promote implementation of CCMP priority actions and compliance schedules; Monitor and report on the status of CCMP implementation; Periodically review and update the CCMP; Increase awareness of the environmental needs of coastal Alabama at state, regional, and national levels; Identify alternative resources and work to ensure that the appropriate legal authority exists to implement the objectives of the CCMP; Undertake projects that further the objectives of the CCMP; and Educate and involve members of the community in sustaining the estuary through projects addressing the objectives of the CCMP.

ARTICLE II OFFICES AND TERMS OF OPERATION

SECTION 1: PRINCIPAL OFFICE. The principal agent for the conference is the Mobile Bay National Estuary Program (MBNEP), administratively sponsored by the Dauphin Island Sea Lab. The MBNEP Office is located at 118 North Royal St., Mobile, AL 36602.

SECTION 2: FISCAL YEAR. The fiscal year for the Conference and the MBNEP is October 1 - September 30.

ARTICLE III CONFERENCE CONSTRUCTION

SECTION 1: CONFERENCE CONSTRUCTION. The Management Conference shall consist of an Executive Committee, a Government Networks Committee, a ~~Community-Business~~ Resources Committee, a Project Implementation Committee, a Community Action Committee, a Science Advisory Committee, and a Finance Committee. Additional ad hoc committees as determined necessary will be established by the Executive Committee. The Conference will endeavor to include representatives of all stakeholder organizations. ~~At a minimum, the~~The Conference will include ~~but not be limited to at least one designated~~ representatives of each of the groups enumerated in the following list:

Members of the Conference will include but not be limited to:

1. US Food and Drug Administration
2. US Environmental Protection Agency, Region IV
3. US Environmental Protection Agency, Gulf of Mexico Program?
4. US Army Corps of Engineers, Mobile District
5. US Department of the Interior, Fish and Wildlife Service
6. US Department of Agriculture, Natural Resources Conservation Service
7. MS/AL Sea Grant Program
8. Alabama Department of Conservation and Natural Resources
9. Alabama Department of Environmental Management
10. Alabama Department of Economic and Community Affairs?
11. Alabama Department of Transportation
12. Alabama Department of Public Health
13. Alabama State Port Authority
14. South Alabama Regional Planning Commission
15. Mobile County Commission

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16. Baldwin County Commission
17. City of Mobile
18. Mobile County Municipal Association
19. Baldwin County Association of Mayors
20. Marine Environmental Sciences Consortium
21. Local/Regional Environmental Organizations
22. Local/Regional Business Organizations
23. Industry
24. Commercial Fishing Interests
25. Recreational Fishing Interests
26. Recreational Boating Interests
27. Real Estate Development Interests
28. Grassroots/Watershed Groups
29. Education Interests

These members and such others as agree to participate will be organized into the committee structure described and identified in Article IV and V of these Bylaws.

SECTION 2: NUMBER OF CONFERENCE MEMBERS. The number of Conference members will change from time to time, dependent on the number of agencies/organizations participating on certain issues. At no time will there be less than twenty nine (29).

SECTION 3: TERM OF CONFERENCE MEMBERS. Conference members shall serve as representatives of an organizational or issue related interest. All organizations agreeing to participate shall have permanent seats as Conference members.

SECTION 4: RESIGNATION OF CONFERENCE MEMBERS. Any member of the Conference may resign at any time. Such resignation shall be made in writing, and shall take effect at the time specified therein, and, if no time be specified, at the time of its receipt by the MBNEP. The acceptance of a resignation shall not be necessary to make it effective.

SECTION 5: DUTIES OF CONFERENCE MEMBERS. It shall be the duty of the Conference members to: 1) Attend all regular meetings or designate a representative in writing with full authority to act or vote on any issue; 2) Perform any and all duties imposed on them collectively or individually, by these Bylaws; 3) Meet at such times and places as required by these Bylaws; 4) Register their mailing, fax and e-mail addresses with the MBNEP so that notices of meetings may be transmitted in a timely manner to each Conference member at such addresses.

ARTICLE IV CONFERENCE STRUCTURE

SECTION 1: EXECUTIVE COMMITTEE. The Conference shall establish an Executive Committee that will include but not be limited to representatives as follows: a representative of EPA Region 4, a representative of the Alabama Department of Conservation and Natural Resources (currently the Commissioner), two (2) representatives each from: the Government Networks, ~~Community-Business~~ Resources, Project Implementation, Community Action, Science Advisory, and Finance Committees; three (3) at large members to be appointed by the Governor of the State of Alabama based on a list of recommendations approved by the Executive Committee. Other agencies or government representatives may be invited to sit on this committee to coordinate implementation of the CCMP. As a representative body of the conference, the purpose of this committee will be to adopt policies on issues and funding for the

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program; approve work plans and plan amendments; participate in the ~~evaluate~~-evaluation of the Director's performance; set financial goals for non-federal share requirements; provide a forum for exchange of information among the standing committees and other actions necessary to sustain and/or expand the program.

The Executive Committee ~~will elect a~~ will be led by Co-Chairs- The Commissioner of the Alabama Department of Conservation and Natural Resources and Region 4 Chief – Sustainable Communities and Watersheds Branch. Voting will be by simple majority rule. The Executive Committee shall keep regular minutes of its proceedings, to be shared with each of the other committees. The Executive Committee will meet at least quarterly at such time and place as specified.

Terms of Standing Committee Representatives on the Executive Committee will be established by each of those committees. At-large members on the Executive Committee will serve until replaced by subsequent appointments by the Governor.

SECTION 2: PERSONNEL COMMITTEE. The Executive Committee, by resolution adopted by a majority of its members shall designate a Personnel Committee made up of Executive Committee members that will be responsible for making recommendations to the Executive Committee regarding recruiting, dismissing and evaluating the performance of the Director. The Director shall be evaluated on an annual basis. The Personnel Committee (when necessary) is responsible for contacting potential Directors, communicating the expectations of the Conference, addressing concerns of Conference members through referral or the provision of additional information, coordinating activities to better educate potential Directors, and making recommendations to the Executive Committee for approval. The Personnel Committee may also lead activities related to a new director's orientation, continuing education and evaluation.

SECTION 3: OTHER AD HOC COMMITTEES. Article V addresses standing committees that will be initially established. The Executive Committee may designate other ad hoc committees, each of which shall consist of two or more Conference members, which committees, to the extent provided in the Bylaws, shall have and exercise all the authority of the Executive Committee in the execution of the charge assigned by the Executive Committee.

All such committees, standing and ad hoc, will serve at the pleasure of and report to the Executive Committee. Additional individuals that want to participate in the Management Conference will be encouraged to join one of these other committees established in Article V.

ARTICLE V CONFERENCE STANDING COMMITTEES

SECTION 1: GOVERNMENT NETWORKS COMMITTEE. The Conference shall establish a Government Networks Committee that will be open to all public officials within the target area as well as all heads of State agencies; aides to U.S. Representatives and Senators; and the Gulf of Mexico Program Director. The purpose of this committee will be to bring State Agency Heads and regional government administrators together with local officials/delegations of the target area to more effectively communicate local needs/understand agency functions.

The Government Networks Committee elect a Mobile County co-chair and a Baldwin co-chair who will represent this committee on the Executive Committee. Voting will be by simple majority rule.

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The Government Networks Committee shall keep regular minutes of its proceedings, to be shared with each of the other committees. The Government Networks Committee will meet at least quarterly, twice each year, once in Montgomery and once in at a place to be identified somewhere in Mobile or Baldwin County.

SECTION 2: BUSINESS RESOURCES COMMITTEE. The Conference shall establish a ~~Community~~Business Resources Committee ~~that will consist~~consisting of representatives of ~~from~~be open to all sectors of community leaders from industry, business, and commerce ~~environmental services, and the non-profit sector~~ appointed by recommendation/invitation ~~and only with commitment of serving of the MBNEP staff and with the commitment of active engagement.~~ The purpose of the ~~BRC this committee~~ is to bring together business leaders to improve the business community's understanding of how coastal natural resources and estuaries contribute to economic, cultural, and community well-being and to increase business support for protecting the estuary/coast through ~~from industry, business, environmental services, and the non-profit sector to identify ways of balancing different needs and identifying commonalities among sectors to create outreach and educational programs that address issues while~~ advancing the objectives of the CCMP.

The ~~Business~~Community Resources Committee ~~will be managed by~~elect a Mobile County co-chair and a Baldwin co-chair ~~appointed by the Executive Committee who will represent this committee on the Executive Committee.~~ ~~elect two (2) representatives to serve on the Conference Executive Committee and will elect its own committee's Chair and Co Chair.~~ Voting will be by simple majority rule.

The ~~Business~~ ~~Community~~ Resources Committee shall keep regular minutes of its proceedings; to be shared with each of the other committees. The ~~Business~~ ~~Community~~ Resources Committee will meet ~~at least three times a year~~quarterly at a place to be identified ~~somewhere~~ in Mobile or Baldwin County. The BRC shall make recommendations for projects and activities to the Executive Committee based on consensus among the members of the BRC.

SECTION 3: PROJECT IMPLEMENTATION COMMITTEE. The Conference shall establish a Project Implementation Committee that will be open to entities involved in the implementation of the CCMP. The purpose of this committee will be to identify and promote priority water quality, habitat conservation, restoration and protection, data management, public access, eco-tourism, and other projects.

The Project Implementation Committee will elect Co-chairs who will represent this committee on the Conference Executive Committee. Voting, when required, will be by simple majority rule.

The Project Implementation Committee shall keep regular minutes of its proceedings, to be shared with each of the other committees. The Project Implementation Committee will meet as needed but not less than quarterly at a place to be identified somewhere in Mobile or Baldwin County.

SECTION 4: COMMUNITY ACTION COMMITTEE. The Conference shall establish a Community Action Committee that will be open to grassroots and watershed groups throughout Mobile and Baldwin Counties. The purpose of this committee will be to bring together grassroots/watershed organizations for networking, information sharing, issues development, and cooperative training purposes.

The Community Action Committee will elect Co-chairs who will represent this committee on the

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Conference Executive Committee. The Community Action Committee works to make all decisions by consensus and voting only occurs when consensus cannot be reached. Voting is by simple majority of members in attendance.

The Community Action Committee shall keep regular minutes of its proceedings, to be shared with each of the other committees. The Community Action Committee will meet as needed but not less than quarterly at a place to be identified somewhere in Mobile or Baldwin County.

SECTION 5: SCIENCE ADVISORY COMMITTEE The Conference shall establish a Science Advisory Committee that will be made up of area experts. The Committee will ensure that the MBNEP activities will be conducted in a scientifically relevant and rigorous manner, providing advice, guidance, and recommendations to support the purpose, goals, and objectives of the MBNEP. This committee will identify the state of available knowledge and provide a scientific review on particular issues, planned CCMP actions and draft technical reports. The committee will provide guidance for quality assurance and technical data gathering and assessment. Gaps in knowledge, needed research, and other information regarding issues and projects will be provided to other committees as requested. The committee will recommend items for annual work plans as appropriate to address scientific/technical needs of the Program.

The Science Advisory Committee will elect Co-chairs who will represent this committee on the Conference Executive Committee. Voting, when required, will be by simple majority rule. Voting members are defined by the Committee Member Agreement and to vote a member must have a signed copy registered with the MBNEP. Voting members will serve a term consistent with the current, five-year CCMP to be evaluated annually by the Chair and Co-Chair. Voting members will be invited and replaced by the MBNEP; the SAC may make recommendations for the MBNEP to consider.

The Science Advisory Committee shall keep regular minutes of its proceedings, to be shared with each of the other committees. The Science Advisory Committee will meet as needed but not less than twice (2) times a year at a place to be identified somewhere in Mobile or Baldwin County.

SECTION 6: FINANCE COMMITTEE. The Conference shall establish a Finance Committee that will be made up of individuals to coordinate the acquisition of the non-federal matching share of resources required by the grant received yearly from the U.S. Environmental Protection Agency. This committee shall acquire funds by developing a MBNEP Finance Plan that outlines yearly cash and in-kind objectives; identifies sources of funding; and establishes a program for acquiring said resources. The Finance Committee shall review an annual program budget for the purpose of calculating the yearly non-federal share.

The Finance Committee will elect Co-chairs who will represent this committee on the Conference Executive Committee. Voting, when required, will be by simple majority rule.

The Finance Committee shall keep regular minutes of its proceedings, to be shared with each of the other committees. The Finance Committee will meet as needed but not less than three (3) times a year at a place to be identified somewhere in Mobile or Baldwin County.

ARTICLE VI MEETINGS

SECTION 1: ANNUAL MEETING. The Entire Management CONFERENCE will meet once a year in an annual meeting within three months of the end of the fiscal year at such time and

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location as designated by the MBNEP. During this meeting the MBNEP will coordinate a program that includes an overview of the year's activities, pertinent issues, and any status and trends information. This meeting may serve as an annual point in time for the committees to elect chairs or executive committee members for the coming year. In addition, this meeting would serve as an opportunity for presenting service or other community recognition awards.

SECTION 2: PLACE OF ANNUAL MEETING. The Annual Meeting will be held alternately in Mobile and Baldwin Counties unless otherwise provided and notice given.

SECTION 3: SPECIAL MEETINGS. Special meetings of the Conference may be called by the Executive Committee or by the MBNEP to address specific issues, encourage citizen participation and input across both counties in assessing needs and developing priorities for the annual MBNEP Work Plan, or for other compelling reasons.

SECTION 4: MEETING NOTICES, AGENDAS AND MATERIALS. Unless otherwise provided in these Bylaws, the following provisions shall govern the giving of notice, agendas and materials distribution for meetings of the Conference and its committees:

- a. Annual Meeting- Notice of the annual meeting of the Conference shall be given at least fourteen (14) days prior thereto in writing delivered personally, mailed, or e-mailed to each member. If mailed, such notice shall be deemed to be delivered when deposited in the United States mail so addressed with postage thereon prepaid. If notice be given by email, such notice shall be deemed to be delivered when the email is sent.
- b. Special Meetings- At least fourteen (14) days prior notice shall be given to each Conference member of each special meeting of the Conference. Such notice may be oral or written, may be given personally, by first class mail, by telephone, by e-mail, or by facsimile transmission, and shall state the place, date, and time of the meeting and the matters proposed to be acted upon at the meeting. If mailed, such notice shall be deemed to be delivered when deposited in the United States mail so addressed with postage thereon prepaid. If notice be given by email, such notice shall be deemed to be delivered when the email is sent.
- c. Regular Meetings- Regular Meetings of the Executive Committee or Conference committees may be held to such effect, and shall be held on a regular schedule as agreed upon by each committee. Unless otherwise provided by the Executive Committee or Conference committees, regular meetings shall be held at a location within the Mobile or Baldwin County metropolitan areas. No notice shall be necessary for any regular meeting beyond the agreed upon schedule unless a change in said schedule is necessary.

MBNEP Staff will develop agendas for each meeting in collaboration with the Committee Chair or Co-Chair. Such agendas will be delivered to Committee members at least 7 days in advance of meetings. Any committee member may propose an item for the agenda. Agenda items may be added for discussion up to ten (10) days in advance. Any item recommended will be either included or a written justification for its exclusion will be provided. Announcements and information items (that do not require specific committee action) may be added to the agenda during the meeting with the consent of the members.

Supporting documents for agenda items proposed for committee action/deliberation will be provided to the Committees at least seven (7) days in advance of the scheduled meeting. Such material may include issue papers; reports etc. to be discussed and will be listed on the agenda.

SECTION 5: WAIVER OF NOTICE A member may waive any required notice of an annual, special, or regular meeting. The waiver must be in writing, signed by the member entitled to the

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notice, and filed with the minutes or Conference records. The attendance of a Conference member at any meeting shall constitute a waiver of notice of such meeting, except where a Conference member attends a meeting for the express purpose of objecting to the transaction of any business because of the meeting not being lawfully called or convened. Unless otherwise specified in the provisions of the Alabama Nonprofit Corporation Act or the Bylaws, neither the business to be transacted nor the purpose of any meeting of the Conference and its committees need be specified in the notice or the waiver of notice of such meeting.

SECTION 6: QUORUM. A quorum for the transaction of any business by the entire Conference or its standing committees shall consist of two thirds (2/3) or a minimum of at least seven members.

A quorum for the transaction of any business by the Executive Committee shall consist of two thirds (2/3) of the members of the committee.

If at any meeting of a committee there shall be less than a quorum present, a majority of those present may adjourn the meeting from time to time until a quorum is obtained, and no further notice thereof need be given other than by announcement at the meeting which shall be so adjourned. If a quorum is present when the meeting is convened, the members present may continue to do business, taking action by a vote of a majority of the quorum required hereby, until adjournment, notwithstanding the withdrawal of enough members to leave less than a quorum, or the refusal of any member present to vote.

SECTION 7: MEMBER PARTICIPATION. A member may participate in an annual, regular, a special or a committee meeting by or through the use of any means of communication by which all members participating may simultaneously hear each other during the meeting, including video conferencing, telephone or other device. A member participating by this means is considered to be present in person at the meeting.

SECTION 8: CONDUCT OF MEETINGS. Meetings of the committees shall be presided over by the elected Co-chairs of the committee. Meetings shall be governed by Roberts Rules of Order, insofar as such rules are not inconsistent with or in conflict with these Bylaws.

SECTION 9: COMPENSATION. No compensation, including travel reimbursement, will be granted to any member of the Conference for their participation in committee activities.

ARTICLE VII RESPONSIBILITIES OF CO-CHAIRS AND MBNEP DIRECTOR

SECTION 1: CO-CHAIRS. The Co-Chairs of each committee shall preside at all meetings of said committee, and shall set the general direction and policies of the committee in concert with all other committee members.

SECTION 2: DUTIES OF MBNEP DIRECTOR. The Director of the MBNEP shall serve as an employee of the DISL at the pleasure of the Conference (as determined by the Executive Committee upon recommendation of the Personnel Committee). The Director shall, subject to the guidance of the Conference, supervise and control the affairs of the Program. In general, the Director shall perform all duties incident to the office of Director, and such other duties as may be required by law, by the stated conditions of the Grant Agencies or by these Bylaws, or which may be prescribed from time to time by any of the committees of the Management Conference. Except as otherwise expressly provided by the Bylaws, he or she shall, in the name of the Program,

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execute such agreements, deeds, mortgages, bonds, contracts, checks, or other instruments which may from time to time be authorized by the Executive Committee in accordance with the legal requirements of the grant host (DISL). The Director shall be *ex officio* an Associate Director of the Coastal Policy Center of DISL in order to provide liability coverage.

SECTION 4: REMOVAL. Any member of the Conference may be removed at any meeting of the Conference by a two thirds (2/3) vote of the entire Conference then in office.

ARTICLE VIII INDEMNIFICATION

SECTION 1: INDEMNIFICATION OF MEMBERS. MBNEP shall obtain appropriate insurance coverage in order to indemnify Management Conference members against expenses reasonably incurred in connection with the defense of any action, suit or proceeding, in which a member is made a party by reason of being or having been a participating member of the Mobile Bay National Estuary Program Management Conference.

SECTION 2: INDEMNIFICATION OF PROGRAM STAFF. All fiduciary and legal responsibilities and obligations incurred by the Program Office are indemnified under the purview of administrative sponsor (DISL) or its appropriate designated agents and subcontractors.)

ARTICLE IX MISCELLANEOUS

SECTION 1: CONFLICT OF INTEREST. No member of the Conference shall participate in any decision or vote that would constitute a conflict of interest under Federal or State law. Conflicts of interest include but are not limited to the following: Conference members serving as board members or employees of grant or contract applicant organizations that would provide service under a contractual relationship, whether or not the member receives personal gain from a decision of the Conference. Members must clearly state any potential conflicts of interest prior to any discussion and shall abstain from voting on and discussions of the matter at hand. Abstaining members shall count toward presence of a quorum at the meeting.

SECTION 2: PUBLIC PARTICIPATION AT MEETINGS. All meetings of the Conference and its committees are open to the public. A portion of time will be allocated at each meeting for public comment (as requested). Notice of meetings will be posted on www.mobilebaynep.com website at least 7 days before meeting takes place.

SECTION 3: STAFF PARTICIPATION. Members of the Conference may bring appropriate staff to committee meetings, who may participate in meeting discussions but shall not vote.

SECTION 4: LOANS. No loans shall be made by the Conference to any of its members.

SECTION 5: MEDIA RELATIONSHIPS. Active media participation in all aspects of the Program is invited and encouraged. The MBNEP will serve as the primary media contact source. Recorded media events involving members of the Conference and copies of related printed materials should be maintained by the MBNEP and made available to Conference members, as appropriate.

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ARTICLE X
AMENDMENTS

These Bylaws may be altered, amended or repealed and new Bylaws may be adopted at any regular or special meeting of the EXECUTIVE COMMITTEE by the affirmative vote of a two thirds (2/3) majority of the COMMITTEE provided such amendment has been distributed to the COMMITTEE for consideration at least 14-7 days prior to the time of the meeting.

Approved, as adopted by the CONFERENCE this ____ day of _____, 2015.

Executive Committee Co-Chair

Executive Committee Co-Chair

MBNEP Director

Updated, 2015

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Committee Name: _____

**Mobile Bay National Estuary Program
Statement of Committee Member Responsibilities**

As a member of a Mobile Bay National Estuary Program Management Conference Committee (MBNEP CONFERENCE), I agree to:

General Expectations:

- Be familiar with the mission, purposes, goals, achievements and activities of the MBNEP Conference;
- Know what the purpose, goals, and objectives are for the committee on which I serve
- Suggest possible nominees to MBNEP CONFERENCE committees who are clearly women and men of achievement and distinction and who can make significant contributions to the work of the committee and Comprehensive Conservation Management Plan implementation progress
- Serve in leadership positions or undertake special assignments as needed and to the best of my ability
- Act professionally and ethically in the role as a committee member, representing those activities implemented or achieved through committee work as activities of the MBNEP CONFERENCE as a whole, and not any individual organization
- Recognize although there may be differences in opinion or interests, all on the management conference are dedicated to protecting the unique quality of life provided by Alabama's estuaries and coast, and as such, committee members and the management conference as a whole shall respect each member's views and strive to achieve consensus in decision making

Meetings:

- Prepare for and participate in committee meetings on at least a quarterly basis, as requested
- Provide input on issues of concern, strategy development, and implementation of activities
- Share knowledge of any resources available to further the strategies set forth by the committee
- Suggest agenda items periodically for board and committee meetings to ensure that significant policy-related matters are addressed

Relationship with Staff:

- Provide advice and input to the director or committee liaison staff as appropriate in furthering the endeavors of the MBNEP
- Avoid asking for special favors of the MBNEP staff, including special requests for extensive information, without at least prior consultation with the director

Avoiding Conflicts:

- Avoid even the appearance of a conflict of interest that might embarrass the MBNEP CONFERENCE and disclose any possible conflicts to the committee in a timely manner
- Maintain independence and objectivity and do what a sense of fairness, ethics, and personal integrity dictate even though not necessarily obliged to do so by law, regulation, or custom
- Never accept (or offer) favors or gifts from (or to) anyone who does business with the MBNEP

I hereby agree to meet the high standards of personal conduct set forth above on behalf of the Mobile Bay National Estuary Program Management Conference.

Signed this _____ day of _____, 2015.

Committee Member Name (Print)

Signature



Balanced Scorecard Strategy Map Workshop - Output

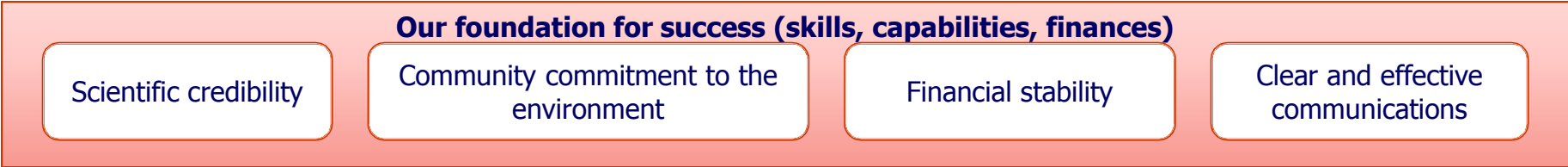
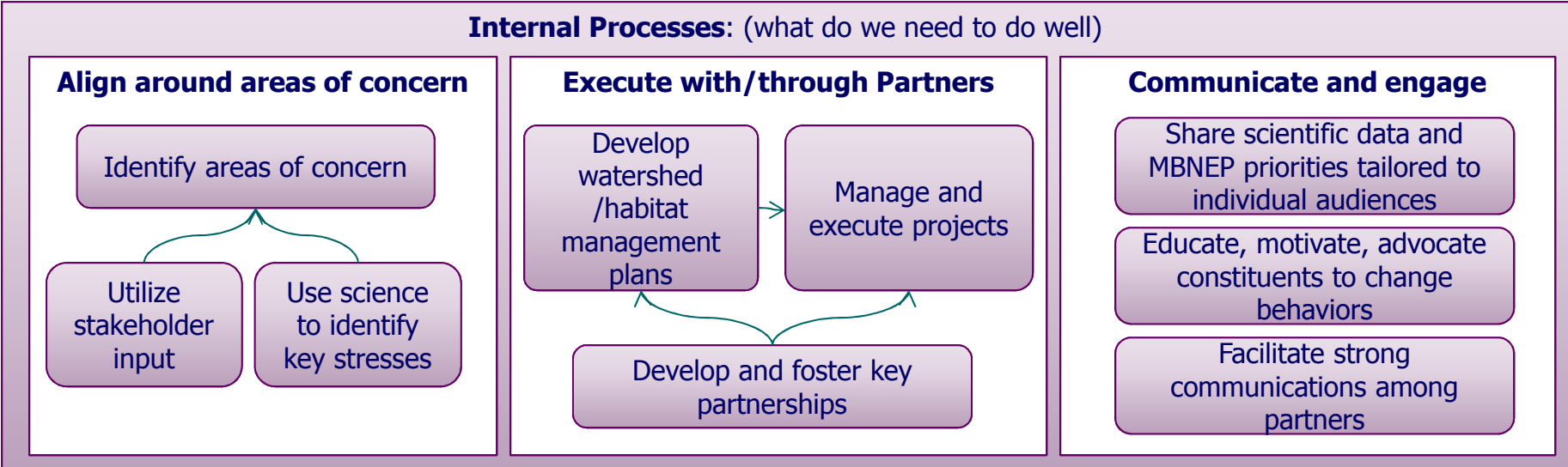
Mobile Bay National Estuary Program
January 31, 2012

Ted Jackson
www.ascendantsmg.com

Mobile Bay NEP Strategy Map



Mission: The mission of the MBNEP is to promote wise stewardship of the water quality and living resources of the Mobile Bay estuarine system.



Constituents

Objective	Statement/Talking Point
Improve Quality of Life	We believe that protecting and improving the estuary and watershed will allow for an increased quality of life for the citizens who interact with the watershed for economic, health, recreation, and social needs.
Promote water quality and habitat restoration	One of our primary responsibilities is to promote the watershed management that leads to the improvement of water quality and the restoration of key habitats that feed into the estuary.
Ensure ecological and economic sustainability	Key to the long-term sustainability of the estuary is the protection of its water quality and its key habitats, while ensuring economic opportunities and community progress.

Align around areas of concern

Objective	Statement/Talking Point
Utilize stakeholder input	We need to ensure that we are hearing all stakeholders, including citizens, businesses, nonprofits and governments.
Use science to identify key stresses	Our credibility is based on our ability to access and share scientific knowledge and trends helpful in identifying key stresses and in improving watershed and estuary health.
Identify areas of concern	We will use stakeholder input and science to identify critical areas of concern. Neither the MBNEP nor its partner organizations have adequate resources to address all concerns at once, so we need to ensure we are aligned around the key areas of focus for the organization.

Execute with/through Partners

Objective	Statement/Talking Point
Develop and foster key partnerships	The MBNEP is a partnership of organizations (government, nonprofits, businesses), and we must remember to manage and rely on these partnerships to be successful. These partnerships require continuous work, and we strive to continuously expand the management conference with community partnerships.
Develop watershed /habitat management plans	One of the primary roles of the MBNEP is to facilitate the development of watershed and habitat management plans. The CCMP is the most prominent example, but we recognize the need to coordinate multi-jurisdictional partnerships to address environmental challenges at a watershed scale.
Manage and execute pilot projects	The focus of the MBNEP is on piloting projects that can improve the management of the estuary and watersheds. The knowledge gained from these projects is used to change policies and promote best practices in future applications. The follow through is a goal of the MBNEP, even if it is not a direct responsibility.

Communicate and engage

Objective	Statement/Talking Point
Share scientific data and MBNEP priorities tailored to individual audiences	Much of the MBNEP's credibility comes from science, and science can be very technical and complicated. The MBNEP should strive to share its scientific data with various audiences in ways that can be understood.
Educate, motivate, advocate constituents to change behaviors	Another goal of the NEP is to educate and motivate individuals, organizations, and governments to change behaviors and management actions to improve and sustain water quality and key habitats that support estuarine health.
Facilitate strong communications among our partners	We need to ensure that we communicate our activities, information, and priorities clearly with our partners. The MBNEP is by its very definition a partnership, and all partners need to feel included and engaged. We will be stronger and better aligned with improved communications.

Our foundation for success

Objective	Statement/Talking Point
Scientific credibility	The MBNEP is committed to basing decisions and activities on sound science.
Community commitment to the environment	To be successful, the MBNEP needs to build community commitment to the environment. This means that despite difficult economic conditions, the community as a whole needs to recognize the economic value of protecting the environment.
Financial stability	A financially stable base is necessary for the MBNEP to successfully accomplish its mission.
Clear and effective communications	Clear and effective communications are important to success in any organization, and even more critical in a diverse partnership such as the MBNEP.

Next Steps

- ▶ Align activities and measures of success to the strategy map
- ▶ Align management committees to the strategy map
- ▶ Structure Executive Committee meetings around the strategy map