

**Galveston Bay Plan Revision  
Workshop # 2**

January 12, 2017

**Purpose (desired outcome) of Workshop 2:**

Vet the prioritized framework and action plans with a focus on implementation feasibility.

**Audience for Workshop 2:**

Workshop #2 will be advertised to the Primary Audience (Galveston Bay Council members and subcommittee members).

There will not be a separate, public facing meeting at this juncture; however, Secondary Audience members previously identified or that attended Open House #1 (see corresponding Stakeholder List) will receive information on the status of the project and any discussion outcomes.

The Secondary Audience includes:

- Local / regional governmental entities
  - City Representatives
  - County Representatives
  - Texas Commission on Environmental Quality
  - Texas State Soil and Water Conservation Board
  
- Adjacent professional services partners / non-profits
  - Artist Boat
  - Bayou Preservation Association
  - Galveston Bay Foundation
  - Houston Advanced Research Center
  - Texas A&M AgriLife Extension
  - Texas Parks & Wildlife
  - Texas Forest Service
  - Houston Audubon
  - Houston Wilderness
  
- Various H-GAC Program Committees
  - Clean Waters Initiative
  - Flood Awareness Success in Texas
  - Natural Resources Advisory Committee
  - Parks and Natural Areas Subcommittee
  - Regional Flood Management Council
  - Various TMDL/I-Plan and WPP Stakeholder Group Meetings
  - CRP Steering Committee

**Format for Workshop 2:**

DRAFT Agenda	
2:00 – 2:10 PM	<p><b>Workshop Welcome</b></p> <ul style="list-style-type: none"> <li>▪ Welcome – Jeff Taebel</li> <li>▪ Plan Revision Update – Sarah Bernhardt, GBEP</li> </ul>
2:10 – 2:15 PM	<p><b>Workshop Goals &amp; Activities Overview</b> – Meredith Dang, H-GAC</p> <p>There are three primary area of focus for Workshop #2, each of which will be accomplished through individual and / or group exercises.</p> <ol style="list-style-type: none"> <li>1. Group Feedback</li> <li>2. Targeted Outputs</li> <li>3. Implementation Feasibility</li> </ol>
2:15 – 2:40 PM	<p><b>Group Feedback (Exercise 1)</b></p> <p>This exercise will take place in the structured group setting. Participants will vote on and rank pre-screened / approved outputs with Electronic Voting Clickers.</p> <p>Participants will see how the group votes in real time. After completion of this exercise, participants will be released to the Open House portion of the meeting.</p> <p>There are different possibilities for what can be covered during this exercise:</p> <ul style="list-style-type: none"> <li>• Roles/responsibilities of council and subcommittees (and how to increase collaboration among subcommittees and between council and subcommittees)</li> <li>• What would like Galv Bay to be like in 5 years, 10 years, 20 years (achievements)</li> <li>• Other?</li> </ul>
2:40 – 3:00 PM	<p><b>Update on Subcommittee Meetings (5 min. Highlights) (Chairs/Vice Chairs or Subcommittee Staff Leads)</b></p> <ul style="list-style-type: none"> <li>▪ M&amp;R – George Guillen</li> <li>▪ NRU – Cherie O’Brien</li> <li>▪ PPE – Amanda Brown</li> <li>▪ WSQ – Brian Koch</li> </ul>
3:00 – 4:00 PM	<p><b>At-Your-Own-Pace Format – Exercises 2 &amp; 3</b></p> <p>Targeted Outputs (Exercise 2) and Implementation Feasibility (Exercise 3), which will be completed by individual attendees in an Open House-style format.</p>

	<p>Participants can spend as much or as little time at each of the four Focus Area stations to participate in the exercises. Specific details on the activities will follow separately.</p> <ul style="list-style-type: none"><li>• Targeted Outputs exercise will focus on if the outputs identified meet the SMART criteria</li><li>• Implementation Feasibility will focus on level of resources (range) as well as challenges and opportunities</li></ul> <p>No formal close-out will be conducted. Participants will leave after completing Exercises 2 &amp; 3.</p>
--	---

Prior to the workshop, Primary Audiences will receive:

- Primer email providing
  - Copies of Final Frameworks (M&R, NRU, PPE & WSQ)
    - Incorporating Subcommittee Feedback / Discussion
    - Reference Only, All Content Requiring Discussion or Alteration Will Be Covered in Workshop #2
  - Workshop #1 Summary
  - Workshop #2 Date / Time
  - Workshop #2 Agenda
  - Pertinent Project Links

Secondary Audiences will receive:

- Informational email providing
  - Project Status Update
    - Workshop #1 Summary
    - Current Activities
    - Plan Release Date (est.) & Next Steps
  - Pertinent Project Links

An opportunity for providing feedback digitally will be provided to Secondary Audiences after Workshop #2.

**Deliverables needed for Workshop 2:**

- Updated master e-blast list / critical contacts database
- Digital Workshop Questionnaire
- Press Release
- Media kit
- Workshop Sign-in sheets, way-finding signage, graphic displays/activity boards for each exercise, PowerPoint presentation, handouts
- Post-workshop results

**Timeline for Workshop #2:**

END DATE	DESCRIPTION	RESPONSIBLE PARTY	Complete?
12-Jan-17	Workshop #2 Kickoff Meeting / FEP Submission (GBEP Staff & H-GAC Staff)	ALL	Yes
19-Jan-17	Review & Approval Full Execution Plan - Workshop #2	GBEP	Yes
24-Jan-17	Call w/Technical Advisory Group RE: Workshop #2 (GBEP Staff, H-GAC Staff, TAC Members)	ALL	Yes
20-Jan-17	Approve Workshop #2 Venue	GBEP	Yes
23-Jan-17	Submit <i>Draft</i> Workshop #2 Eblasts	H-GAC	Yes
25-Jan-17	Review & Approval of Workshop #2 Eblasts	GBEP	Yes
27-Jan-17	Eblast Invitation (Primary Audiences Only - Registration Preferred)	H-GAC	Yes
7-Feb-17	Reminder Eblast Send Out (Primary Audiences Only - Registration Preferred)	H-GAC	
21-Feb-17	Reminder Eblast Send Out (Primary Audiences Only - Registration Preferred)	H-GAC	
22-Feb-17	Workshop #2 Registration Closes / Send Out Workshop Materials to Registrants	H-GAC	
7-Feb-17	Submit <i>Draft</i> Workshop Materials – All completed/updated frameworks due by this date	H-GAC	
14-Feb-17	Review & Approval of Workshop Materials – No changes to frameworks after this date	GBEP	
21-Feb-17	Training w/Workshop #2 Team (GBEP, SC Chairs, H-GAC Staff)	ALL	
1-Mar-17	Workshop #2	ALL	
17-Feb-17	Submit <i>Draft</i> Digital Workshop #2	H-GAC	
22-Feb-17	Review & Approval - Digital Workshop #2	GBEP	
1-Mar-17	Release Digital Workshop #2	H-GAC	
14-Mar-17	Close Digital Workshop #2	H-GAC	
28-Mar-17	Workshop #2 Meeting Summary to GBEP (Data Report)	H-GAC	
4-Apr-17	Review & Approval of Workshop #2 Meeting Summary	GBEP	