

Coastal Resilience TAC Subcommittee Meeting – Federal Installation Partnerships Virtual Meeting

Agenda

February 19, 2021 9:00am – 10:00am

Platform: WebEx (Secretary of Natural Resources' account)

Meeting Link:

<https://covaconf.webex.com/covaconf/onstage/g.php?MTID=e9b96e2882828631c036ed88a38e0846e>

Event number (access code): 185 508 7006

Registration ID: This event does not require a registration ID

Event password: 7R6HnRmygc8

Meeting Materials: FOIA/COIA recording of training on February 12, 2021 for Subcommittee Chairs, Vice-Chairs, & Staff (<https://www.naturalresources.virginia.gov/initiatives/technical-advisory-committee-for-coastal-resilience/meeting-materials/>)

Subcommittee Chair: Capt. Tom Crabbs, Military Liaison - Commonwealth of Virginia's Office of Veterans & Defense Affairs (Thomas.crabbs@governor.virginia.gov)

Subcommittee Vice-Chair: Whitney Katchmark, Principal Water Resources Planner - HRPDC (wkatchmark@hrpdcva.gov)

Subcommittee Staff: Jeff Flood, Coastal Planner - VA Coastal Zone Management Program (Jefferson.flood@deq.virginia.gov)

Meeting Panelists:

- Ret. Rear Adm. Ann Phillips, Special Assistant to the Governor for Coastal Adaptation & Protection (ann.phillips@governor.virginia.gov)
- Sharon Baxter, DEQ Division of Environmental Enhancement Director (for DEQ Director David Paylor) (sharon.baxter@deq.virginia.gov)
- Capt. Sam Stevens, Commander - USCG Sector Virginia (samson.c.stevens@uscg.mil)
- Ret. Rear Adm. Craig Quigley, Executive Director - Hampton Roads Military & Federal Facilities Alliance (cquigley@hrmffa.org)
- Stephen Moret, President & CEO – VA Economic Development Partnership (moret@vedp.org)
- Emily Steinhilber, Research Assistant Professor - Old Dominion University's Commonwealth Center for Reoccurring Flooding Resiliency (esteinhi@odu.edu)
- Erin Sutton, Chief Deputy State Coordinator - VA Dept. of Emergency Management (erin.sutton@vdem.virginia.gov)
- Scott Spencer, Deputy Program Director of Military Installation Sustainability, DoD Dept. of Economic Adjustment (scott.j.spencer.civ@mail.mil)
- Col. Patrick Kinsman, Commander - USACE Norfolk District (patrick.v.kinsman@usace.army.mil)
- Kevin Du Bois, DoD Chesapeake Bay Program Coordinator - NAVFACSYSCOM MID-ATLANTIC, N45R (kevin.dubois@navy.mil)
- Tom Emerick, District Counsel - USACE Norfolk District (Thomas.M.Emerick@usace.army.mil)

Meeting Participants:

- Justin Bell, Assistant Attorney General - Office of the Attorney General (jbell@oag.state.va.us)
- Stephanie Hanes – Brown & Caldwell
- Madison Teeter – Wetlands Watch
- Joanne Chamberlain – Brown and Caldwell, no introduction provided

9:00am FOIA Preamble (Tom Crabbs, Subcommittee Chair)

The meeting started at 9:16am. Capt. Tom Crabbs indicated that all future meetings will be held on the WebEx platform to facilitate public involvement. He indicated his intention to use Robert's Rule of Order to conduct meetings and read and posted the COVID exception for public meetings. He asked for a motion to convene the virtual meeting, which was seconded and approved. Capt. Crabbs also noted that Kevin DuBois would be taking notes for the meeting.

9:05am Introductions (Jeff Flood, Subcommittee Staff)

- Name
- Organization
- Specialty
- The related networks you reach

Meeting Panelist introductions began at 9:20am, with Mr. Flood calling on each Panelist to introduce themselves. Members of the public (Participants) were also invited to introduce themselves.

9:25am Subcommittee overview/discussion (Capt. Tom Crabbs, Subcommittee Chair)

- Alignment
- Purpose
- Membership - Who are we missing?
- Time-line - None presented.

The discussion began at 9:32am. Capt. Crabbs provided an overview of Federal installations in Virginia, discussed the Coastal Resilience Master Plan, and reviewed its list of Subcommittees and the intended connection among Subcommittees.

Capt. Crabbs asked who among the Federal family might be missing from the committee roster. One of the participants responded that, while the DoD and its installations were a major stakeholder, the National Park Service, Hampton Medical Center, NASA Langley, and others should also be invited to participate. Capt. Crabbs asked existing participants to provide a list of additional Federal partners to be invited to join in the committees work following the meeting.

Col. Kinsman asked for clarification on the purpose of the Federal Installation Partnership Committee – whether its purpose as short term or long term. Capt. Crabbs responded that the nature of the work required sustained effort and suggested that a mission statement might help clarify the issue.

9:35am COIA/FOIA Training Overview (Justin Bell, OAG)

The discussion started at approximately 9:40am. Mr. Bell gave an overview of the Conflict of Interest Act (COIA) and Freedom of Interest Act (FOIA), offering that he was available for additional assistance. He discussed COIA and FOIA penalties, timelines for access to public records, public meeting definitions, and tips to avoid inadvertent violations of FOIA provisions. He also mentioned additional resources to address questions and concerns – please see the Virginia FOIA and COIA Councils: <https://foiacouncil.dls.virginia.gov>

9:45am COIA/FOIA Q&A:

No questions or discussion.

9:55am Closing remarks (Capt. Tom Crabbs, Subcommittee Chair)

Capt. Crabbs advised that a group mission and timeline would be established in future meetings. Mr. Flood invited the public to provide any comments. Ms. Hanses and Ms. Teeter responded that they had none. No other public comments were received.

10:00am Adjourn (Capt. Tom Crabbs, Subcommittee Chair)

Capt. Crabbs asked for a motion to adjourn the meeting and it was so moved and seconded. The meeting was ended at 10:04am. The meeting was recorded and posted to the Secretary of Natural Resources' webpage: <https://www.naturalresources.virginia.gov/initiatives/technical-advisory-committee-for-coastal-resilience/meeting-materials/>.