

Subcommittee Guidance

General Guidance

Subcommittees will focus their efforts on addressing issues identified in the problem statements. Goals will be refined and coordinated with other subcommittees then brought to the SC for final language approval.

Subcommittee meetings should be focused to provide an outcome for each meeting. Subcommittee members should be prepared to report back to the SC monthly and present any actions needed for the SC to take. Written update reports should be submitted to the SC at a minimum of 3 working days prior to the SC meeting. Final goals, objectives and strategies will be voted on and approved by the SC. The final outcome will be to have all draft goals, objectives and strategies developed and ready for approval by the SC at their May 5th meeting. Meeting dates and locations should be determined in advance to afford time to arrange for meeting space, advertise and post the agenda or discussion topics at least one week prior to the meeting. Conference calls are acceptable means of meeting and free conference calling can be arranged. Call information must be posted as well. Web posting to the <http://www.dnr.state.md.us/deepcreekwatershedplan/> must be provided to Catherine Shanks at a minimum of 2 days before the desired posting date.

Where to begin?

- Look at the make up of the subcommittee and see if there is anyone else who can provide professional support, information or insight to assist with the work of the subcommittee. Members of the subcommittee may have ideas and these resource experts may only need to attend one meeting or provide data on request.
- Begin with focusing the discussion on the problem statements. Review the draft goals and determine if the goals adequately express the direction or desired outcomes. Revise as necessary. It will be helpful for all committee members to have a good grasp of the available data and information on that topic before revising the goals. Coordination with other subcommittees will also be needed where goals overlap problem statements.
- Consider how to take steps to meet the goals when developing the objectives. Objectives should have clear actionable strategies to address them. Objectives should also consider the data and what is realistic to accomplish. For example, reducing the current intensity of development around the lake is not reasonable; however, identifying areas where preservation actions could be employed, or assessing where additional stormwater controls could be implemented may be achievable.
- Consider what additional information is needed to develop good strategies. Actions such as more detailed sub-watershed assessments, stream walks, etc could help identify specific locations for implementing specific practices or with prioritizing future land management efforts.
- Assess and identify when each strategy would reasonably need to be implemented or begun. Consider start-up time, funding needs, etc. Actions such as public information campaigns could be developed and implemented in the near term where restoration projects or assessments may take longer to secure funding, permits, landowner permission and access, etc. Work can also be ongoing to develop the platform and strategy for implementation down the road.
- Recommend who would implement each strategy to include State and local agencies, private organization or individual property owners.

Final Product

The final product of the subcommittee will be a report that lists the problem statements that subcommittee addresses in addition to the subcommittees recommended draft goals, objectives and strategies. This product will also prioritize the goals/objectives/strategies and recommend a responsible entity for implementing each strategy.