

MINUTES
INTERNATIONAL JOINT COMMISSION
EXECUTIVE MEETING
OTTAWA
December 6 and 9, 2013

The International Joint Commission met in Executive Session on December 6 and 9, 2013, with its Boards and Councils on December 10-11, 2013, and with the Governments on December 12, 2013, at the Commission's Canadian Section office in Ottawa, Ontario, with Gordon Walker in the chair.

COMMISSIONERS

Lana Pollack	Chair, U.S. Section
Benoit Bouchard	Commissioners, Canadian Section
Dereth Glance	Commissioner, U.S. Section
Richard Moy	Commissioner, U.S. Section
Gordon Walker	Commissioner, Canadian Section

SECTION STAFF

Chuck Lawson	Secretary, U.S. Section
Camille Mageau	Secretary, Canadian Section
Paul Allen	Manager, Policy and Communications, Canadian Section
Joe Babb	Senior Advisor, U.S. Section
Bernard Beckhoff	Public Affairs Advisor, Canadian Section
Glenn Benoy	Senior Advisor, Canadian Section
Frank Bevacqua	Public Information Officer, U.S. Section
Tara Buchanan	Environmental Officer, Canadian Section
Antionette Cade	Special Assistant, U.S. Section*
Jean-Francois Cantin	Senior Engineering Advisor, Canadian Section
Mark Colosimo	Engineering Advisor, U.S. Section
Susan Daniel	Legal Advisor, U.S. Section
Dave Dempsey	Policy Advisor, U.S. Section
David Fay	Senior Engineering Advisor, Canadian Section
Nick Heisler	Senior Advisor, Canadian Section
Jasmine Jarjour	Policy Advisor, Canadian Section
Mike Laitta	GIS Coordinator, U.S. Section
Sarah Lobrichon	Policy and Communications Officer, Canadian Section
Brian Maloney	Staff Assistant, U.S. Section*
Gavin Murphy	Legal Advisor, Canadian Section
Isabelle Reid	Executive Assistant, Canadian Section
Victor Serveiss	Environmental Advisor, U.S. Section*
Ted Yuzyk	Director, Sciences and Engineering, Canadian Section

GREAT LAKES REGIONAL OFFICE STAFF

Stephen Locke	Director
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Shahbaz Ahmed	Visiting Scientist*
Jennifer Boehme	Physical Scientist*
Mark Burrows	Physical Scientist*
Matthew Child	Physical Scientist
John Nevin	Public Affairs Officer*
Lizhu Wang	Physical Scientist*
John Wilson	Physical Scientist*

* Participated in the meeting via teleconference

Note: Items #2-8 and 10 below were discussed during the Commissioners' conference call of December 6, 2013. Other items were discussed during the December 9th Executive meeting.

APPROVAL OF THE AGENDA

1. Commissioners approved the agenda.

MINUTES

2. Commissioners approved, as amended, the Minutes of the November 13-14, 2013, Executive meeting.

APPOINTMENTS

3. **International Rainy-Lake of the Woods Watershed Board**
Commissioners approved the appointment of Mr. Allen Pemberton of the Red Lake Band of Chipewa to be a U.S. member of the Board, and Ms. Cody Charwood as the alternate member, each for a term of three year term effective December 5, 2013, through December 5, 2016; and Mr. Patrick Carey as the alternate U.S. member to the Board for the Minnesota Pollution Control Agency (MPCA), for a term of effective December 6, 2013 through March 31, 2016.

BRING-FORWARD SYSTEM

4. Commissioners received updates on the status of government responses to the Commission's International Upper Great Lakes Study, the Souris Basin Plan of Study, and the Lake Champlain-Richelieu River Plan of Study, noting that these items would be discussed during the December 12th with governments.

ACTION ITEMS LIST AND COMMUNICATIONS ACTIVITIES LIST

5. Commissioners reviewed the updated Action Items list and Communications Activities list and requested that an up-to-date copy of the coordinated calendar be henceforth included.

IJC POLICIES AND PRACTICES - GUIDELINES FOR ARTICLES

6. Commissioners reviewed draft guidelines for external publication of articles by Commissioners and approved the modified guidelines.

IJC COMMUNICATIONS COMMITTEE

7. Commissioners received an oral update from staff and discussed a proposed way forward for the development of a strategic communications strategy. They noted that there is a need to develop a broader, overarching IJC Strategic Plan and agreed that a 1-2 day Commissioner and key staff workshop should be held to develop such a plan. The overarching plan would inform the work of the Communications Committee.

GREAT LAKES REGIONAL OFFICE

8. Commissioners were briefed on the GLRO Director staffing process and provided comments on a draft GLRO Director position description. Commissioners requested a follow-up session in early January to specifically discuss the position description, the desired competencies and the selection process for the new GLRO Director. Commissioners further agreed to a one-day GLRO governance discussion prior to the February Executive in Windsor. Commissioners were provided with a summary of the costs associated with the workforce adjustment of the GLRO administrative staff.

9. **GREAT LAKES WATER QUALITY AGREEMENT - IJC ACTIVITIES UNDER ANNEX I (AREAS OF CONCERN)**

Commissioners received an update on the IJC work plan regarding Annex 1 on Areas of Concern, requested similar work plans and draft budgets for all other Annexes where IJC has direct responsibilities, and noted the need for continued IJC participation at GLEC meetings.

10. **2016 GREAT LAKES WATER QUALITY AGREEMENT MEETINGS**

Commissioners received an update on planning for the 2016 Great Lakes Public Forum and Triennial Meeting, initiated discussion concerning a potential stand-alone IJC public and scientific meeting in 2015, and requested that staff prepare a proposal concerning options for targeted public engagement for the next three years including further exploring details around a 2015 IJC meeting.

11. **GREAT LAKES WATER QUALITY IMPLEMENTATION - WATER QUALITY BOARD AND SCIENCE ADVISORY BOARD MEMBERSHIP**

A. Great Lakes Water Quality Board

Commissioners approved the nominations for the Water Quality Board noting the absence of nominations from Environment Canada and the U.S. Environmental

Protection Agency. Co-chairs for the Board were also approved.

B. Great Lakes Science Advisory Board

Commissioners approved the nominations for the Science Advisory Board, including the two coordinating committees and noted the absence of nominations from Environment Canada and the U.S. Environmental Protection Agency. Co-chairs of the SAB as well as those of the Science Priority Committee and the Research Coordinating Committee were also approved.

Commissioners reiterated their desire to wait until the full Board is populated before making an announcement about the new Board but approved the letter of appreciation to past board members for both the SAB and the WQB.

Commissioners approved the immediate transmittal of a letter to the Parties that includes the WQB and SAB membership lists. The letter also notes the pending nominations of three staff from Environment Canada and two staff from the U.S. Environmental Protection Agency to the Boards.

12. LAKE ERIE ECOSYSTEM PRIORITY

A. Update on proposed revisions to LEEP Draft Report

Commissioners agreed to continue to target a March 2014 release of the report for Great Lakes Days in Washington, noting the need for additional changes to the draft document including a 'vision' statement and an initial discussion regarding drinking water issues. It was recognized that the subsequent reports on LEEP would be done during the three-year priority cycle.

B. Communications Plan for LEEP Final Report

Commissioners approved staff's suggested pre briefs prior to the targeted release dates for the LEEP report.

13. INFORMATION MANAGEMENT-INFORMATION TECHNOLOGY STRATEGY

Commissioners considered an initial draft of the IM-IT strategy and suggested a number of specific topics for the inter-office drafting team to address. These included better distinguishing between internal and external IM-IT management issues and the potential future use by the IJC of its IM-IT potential to meet its public engagement and education mandate. Commissioners stressed the need to thoroughly assess the needs of both internal and external users.

14. INTERNATIONAL WATERSHEDS INITIATIVE (IWI) Workshop

Commissioners received an update for the IWI workshop to be held on December 10th.

15. **OTHER BUSINESS**

- A) **Upcoming speaking events or publications**
None were registered.

Decisions made during discussion/appearances of Boards/Council reporting on Tuesday, December 10 and Wednesday, December 11. *see attached Board Appearance Agenda

NOTE: Commissioners agreed that, subject to any final edits by staff and Boards, all submitted Board Reports could be released to the public and posted on the IJC website. Those Boards submitting reports included: the International Red River Board, the International Souris River Board, the International Lake Superior Board of Control, the International Niagara Board of Control, and the International St. Lawrence River Board of Control.

INTERNATIONAL RED RIVER BOARD

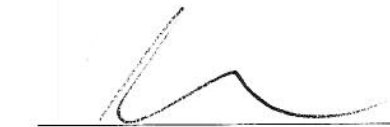
16. Commissioners informed the Board that: 1) the Commission would recommend to governments that the Board be formally designated as a watershed board; and 2) the Commission would consider the Board's suggestion that responsibility for monitoring the Poplar River be given to the Accredited Officers of the St. Mary- Milk Rivers.

INTERNATIONAL KOOTENAY LAKE BOARD OF CONTROL

20. Commissioners approved having IJC staff work with the Board to develop a directive for the Board.



Charles A. Lawson
Secretary
U.S. Section



Camille Mageau
Secretary
Canadian Section

BOARD APPEARANCES AGENDA

INTERNATIONAL JOINT COMMISSION FALL SEMI-ANNUAL MEETING

234 Laurier Avenue West, 22nd floor
Ottawa, Ontario K1P 6K6
Phone: (613) 995-2984 Fax: (613) 993-5583
December 10-11, 2013

Tuesday, December 10

- 8:30-9:30 am*** *International Red River Board*
- 9:30-10:30 am*** *International Souris River Board*
- 10:30-10:45 am*** *Health Break*
- 10:45-11:45 pm*** *International Rainy-Lake of the Woods Watershed Board*
- 11:45-12:45 pm*** *Lunch*
- 12:45-1:30 pm*** *International Osoyoos Lake Board of Control*
- 1:30-2:15 pm*** *International Kootenay Board of Control*
- 2:15-2:30 pm*** *Health Break*
- 2:30-4:30 pm*** *International Watersheds Initiative Workshop*
- 4:30 pm*** *Adjourn*

Wednesday, December 11

- 8:30-10:15 am*** *International St. Lawrence River Board of Control,
International Niagara Board of Control, and International Lake
Superior Board of Control*
- 10:15-10:30 am*** *Health Break*
- 10:30-11:15 am*** *Health Professionals Advisory Board*
- 11:15-12:00 noon*** *Council of Great Lakes Research Managers*
- 12:00-1:00 pm*** *Lunch*
- 1:00-2:00 pm*** *Great Lakes Water Quality Board*
- 2:00-3:00 pm*** *Great Lakes Science Advisory Board*
- 3:00-3:15 pm*** *Health Break*
- 3:15-4:00 pm*** *Accredited Officers of the St. Mary and Milk Rivers*
- 4:00 pm*** *Adjourn*