

Handout #1: Governance Agreement as a Table

Structure	Role	Membership	Responsibilities
<p>Council on Ocean Resource Policy (Council)</p>	<p>Provide leadership/direction</p>	<p>Council Chair: Director of the Office of Planning + Council Members: Directors or designee from County Planning Departments, Office of Hawaiian Affairs, and the agencies in HRS §205A-62</p>	<p>Council Chair: Keeps an updated roll of members; Convenes Council meetings Council: Sets Partnership priorities; Provides leadership and direction to the WG on implementing the ORMP; Collectively establishes, dissolves, or modifies ACTs; Representatives must have the authority to obligate agency resources</p>
<p>Coordinating Working Group (WG)</p>	<p>Cooperatively plan and align implementation activities</p>	<p>WG Chair: CZM Manager + WG Members: Staff from County Planning Departments, Office of Hawaiian Affairs, the agencies in HRS §205A-62, MACZAC + ACT Chairs</p>	<p>WG Chair: Convenes WG meetings WG: Identifies resources and recommends ORMP implementation strategies to the Council; Reports the progress of ORMP implementation to the Council; Serves as the principle venue to communicate, coordinate, and integrate implementation activities across the ACTs; Evaluates ACT progress; Representatives serve as direct liaisons to their agencies and Council member</p>
<p>Action Teams (ACT)</p>	<p>Execute implementation activities</p>	<p>Each ACT Chair: Representative from lead agency + ACT Members: Staff of "Lead" and "Other State & County" agencies + Partners: Staff of "Partner" agencies</p>	<p>ACT Chair: Serves as liaison to the WG; Coordinates with the WG member of lead agency associated with ACT; Leads a process to develop a work plan for WG review and comment.; Convenes staff representatives agencies to participate ACT: Develops and executes work plans; Tracks metrics; Reports accomplishments to the WG ACT Partners: Bring technical expertise to ACTs to complement issues of mutual interest; Integrate ACT efforts into actions taken by their respective programs</p>

Handout #2: Conceptual Organizational Chart



Council on Ocean Resources
Chair: Director of the Office of Planning

Agency Members:
Office of Planning; Department of Agriculture; Department of Business, Economic Development, and Tourism; Department of Defense; Department of Education; Department of Health; Department of Land and Natural Resources; Department of Public Safety; Department of Transportation; University of Hawaii; Office of Hawaiian Affairs; City & County of Honolulu Department of Planning and Permitting; County of Maui Planning Department; County of Hawaii Planning Department; County of Kauai Planning Department



Coordinating Working Group
Chair: CZM Manager

Agency Members:
Office of Planning; Department of Agriculture; Department of Business, Economic Development, and Tourism; Department of Defense; Department of Education; Department of Health; Department of Land and Natural Resources; Department of Public Safety; Department of Transportation; University of Hawaii; Office of Hawaiian Affairs; City & County of Honolulu Department of Planning and Permitting; County of Maui Planning Department; County of Hawaii Planning Department; County of Kauai Planning Department; MACZAC

ACT Chairs: Coastal Development and Hazards Chair; Watershed Management Chair; Marine Resources Chair; Ocean Economy Goal A Chair; Ocean Economy Goal B/C Chair; Cultural Heritage of the Ocean Chair; Training, Education, and Awareness Chair



Coastal Development and Hazards Action Team
Chair: selected by OP-CZM

Agency Members: County Planning Depts; DLNR-OCCL; DOT (Harbors, Airports, Hwys); DOH; DOT; State Civil Defense	ORMP Partners: FEMA; UH Sea Grant College Program; PacIOOS; UH SOEST Coastal Geology Group; NOAA OCRM; NOAA PSC; PMNM
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Watershed Management Action Team
Chair: selected by DLNR-DOFAW

Agency Members: OP-CZM; DLNR CWRM; County Water Depts; County Planning Depts; DOH Polluted Runoff; DOH Wastewater Branch; DLNR-DAR	ORMP Partners: Watershed Partnerships; Invasive Species Committees; The Nature Conservancy; EPA; and NOAA.
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Marine Resources Goal A & E Action Team
Chair: selected by DLNR- DAR

Agency Members: DOH; DOT-Harbors; KIRC; DLNR-DOCARE; DLNR-DOBOR; County	ORMP Partners: USCG; USFWS; EPA; NOAA; Bishop Museum; The Nature Conservancy; UH; PacIOOS; HIHWNMS; PMNM; WPRFMC; MACZAC; Agency members of the Marine Debris Working Group; Community Work Day Program
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Cultural Heritage of the Ocean Action Team
Chair: selected by DLNR-OCCL

Agency Members: OP; DOA; DOH-Aqua Dev; DLNR; OHA	ORMP Partners: USACE; NOAA; HIHWNMS; PMNM; Community Groups
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Ocean Economy Goal A (Aquaculture)
Co-Chair: selected by DOA; DOH

Agency Members: DOA-Aqua Dev; DOH; OP; DLNR; OHA	Partners: NOAA NMFS; HIHWNMS; WPRFMC; Coral Reef Alliance; Hawai'i Ecotourism Association; HTA
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Ocean Economy Goal B and C Action Team
Rotating Chair: selected by DOA; DOH; OP-CZM; DOT-Harbors; DBEDT-Energy

Agency Members: Office of Planning; DLNR; OHA	ORMP Partners: NELHA; NOAA NMFS; HIHWNMS; WPRFMC; Coral Reef Alliance; Hawai'i Ecotourism Association; HTA
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Training, Education, and Awareness
Co-Chair: selected by OP-CZM

Agency Members: DLNR; DOH	ORMP Partners: MACZAC; PacIOOS; UH Sea Grant; HIHWNMS; PMNM; HTA; Coral Reef Alliance; The Nature Conservancy
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Handout #3:

Hawaii Ocean Partnership Agreement

The purpose of the Hawaii Ocean Partnership (Partnership) is to implement and further develop the Hawaii Ocean Resources Management Plan (ORMP).

Partnership member agencies are committed, to the extent practicable and consistent with their underlying authorities, to participate in the collaborative planning process for ocean resources in Hawaii as described in Hawaii Revised Statutes (HRS) Chapter 205A and the Coastal Zone Management Act of 1972. This Hawaii Ocean Partnership Agreement (Agreement) provides a framework to support accomplishing ORMP goals and actions.

The Partnership representatives commit in good faith to work toward the implementation of the ORMP; to actively participate in Partnership meetings; to diligently represent their agencies and departments; to ensure that the ORMP goals and actions are incorporated in the implementation process as well as their decision-making processes consistent with existing statutory, regulatory and other authorities; and to identify and pursue additional support to ensure that the functions of the Partnership can be fulfilled.

The Partnership structure implements HRS §§205A- 61 through 64, regarding coordination and implementation of the ORMP. The Partnership shall cooperatively plan and take collective action to implement the ORMP.

Council on Ocean Resources (Council): The Council is responsible for 1) setting Partnership priorities and 2) providing leadership and direction to the Coordinating Working Group on implementing the ORMP. The Council shall have the authority to collectively establish, dissolve, or modify Action Teams.

Members of the Council are Directors or their designees from the respective County Planning Departments, Office of Hawaiian Affairs, Office of Planning, and agencies identified in HRS §205A-62. The Director of the Office of Planning shall serve as the Chair. In order to serve on the Council, designees must have their agency's authority, in writing, to obligate agency resources.

Coordinating Working Group (WG): The WG is responsible for identifying resources and recommending ORMP implementation strategies to the Council; reporting the progress of ORMP implementation to the Council; and serving as the principal venue to communicate, coordinate, and integrate implementation activities across the Action Teams. The WG shall evaluate Action Team progress and recommend Action Team termination to the Council based on criteria under Termination of an Action Team.

WG members include 1) Action Team Chairs, 2) staff from agencies appointed by their respective Council member, in writing, to coordinate their respective agency's implementation efforts, and 3) the Marine and Coastal Zone Advocacy Council (MACZAC). MACZAC, created under HRS §205A- 3.5 to provide support to Office of Planning on Coastal Zone Management issues, shall appoint one of its members to serve on the WG. Individual WG members serve as direct liaisons to their respective agencies and Council member. The Manager of the Coastal Zone Management Program, Office of Planning, shall serve as the WG Chair and liaison to the Council.

Action Teams (ACTs): ACTs serve as multi-agency groups to implement specific priorities, goals, or actions in the ORMP. An ACT is responsible for developing and executing work plans, tracking metrics, and reporting accomplishments to the WG.

ACTs are established by the Council, as needed, to implement goals and actions under ORMP Management Priorities. In considering whether to establish an ACT, the Council shall evaluate the following criteria: 1) degree of connection to ORMP

Management Priorities; 2) feasibility of suggested actions and impact to resource availability to other ACTs; and 3) ability of the Partnership to manage and oversee ACT activities.

Upon the creation of an ACT by the Council, the Council member of the lead agency for the related Management Priority shall select the ACT Chair. An ACT Chair shall 1) serve as liaison to the WG; 2) coordinate with the WG member of the lead agency associated with the ACT; and 3) lead a process to develop a work plan for WG review and comment. An ACT Chair may convene staff representatives from the "Other State and County Agencies" listed under the associated ORMP Management Priority. These representatives may serve as members of the ACT.

The ACT may invite "Partners" listed under the associated ORMP Management Priority, at their discretion. ACT partners may bring technical expertise to the ACT to complement issues of mutual interest, while integrating ACT efforts into actions taken by their respective programs. Additional representatives from agencies and organizations may be invited to participate, upon recommendation of an ACT Chair and invitation of the WG. The number of participants on an ACT shall be manageable to ensure productivity.

Termination of an ACT: ACTs are created to address goals and actions under ORMP Management Priorities, and are not intended to exist in perpetuity. ACTs may be terminated by the Council after considering the following criteria: 1) the ACT has achieved the majority of the tasks in its work plan; 2) other key priorities emerge as more important over time, decreasing the relevance of a particular ACT; and/ or 3) resources are not available for an extended period of time to implement ACT work plan actions.

Meetings: The Council shall convene at least twice annually or at any other time at the call of the Chair or at the request of two or more Council members. A majority of the Council Members shall constitute a quorum to do business and to validate any decision of the Council. The Chair of the Council shall keep an updated roll of members. The WG shall convene as determined by the WG Chair.

The Council operates on a consensus basis. Consensus is the absence of express disagreement by a Council member on a particular issue. Should a decision be required where consensus cannot be reached, the Council may participate in a facilitated discussion and/ or request information from the WG. The WG operates via consensus of enumerated WG members. Should an action be required where consensus cannot be reached, the WG may participate in a facilitated discussion and/ or request further direction from the PG.

Administrative Provisions: This Agreement shall take effect on the date of adoption by the Council.

The Council may review and propose changes to modify this Agreement by developing and agreeing to a written amendment. A change in member representative does not require execution of a new Agreement.

This Agreement does not obligate agency resources. Nothing in this Agreement authorizes nor is intended to obligate the members to expend, exchange, or reimburse funds, services, or supplies, or transfer or receive anything of value. This agreement does not supersede an agency's legal authority. Nothing in the above described processes constitutes a delegation of government decision-making authority to the Partnership or any other entities. Decision-making shall be carried out consistent with and under the authority of existing statutes and it is intended that this effort shall provide a better mechanism for application of existing laws and authorities related to coastal zone management.

The Council strives for consensus; for situations that warrant more formal parliamentary procedure, the Council may use Robert's Rules of Order.

Terms in this Agreement are as defined by statute or used in the most recently updated ORMP, unless otherwise defined herein.

Handout #4: Agency and ORMP matrix

	Agency	ORMP Management Priorities											How many MPs are my agency involved in?
		X= Lead Agency x= Other Agencies and Partners											
		1	2	3	4	5	6	7	8	9	10	11	
"Lead" and "Other State and County Agencies"	Dept of Agriculture						X	x		x	x		4
	DBEDT						x						1
	OP	X	X	x			X x	x	X	X	X	X	9
	Civil Defense		x							x	x		3
	DOH	x	x	x x	x	x	X	x	x	x	x		10
	DLNR	x	x	X x x	X x x	X x x	x	X x	x	x	x	X	10
	DOT	x	x		x	x	X				x	x	7
	County Planning Depts	x	x	x							x	x	5
	County Public Works and Env Services				x								1
	County Water Depts			x							x	x	3
	KIRC				x								1
	OHA							x	x		x	x	4
	"Partners"	Bishop Museum				x							
Community Groups								x					1
Community Work Day Program					x								1
Coral Reef Alliance						x	x		x				3
Coral Reef Working Group						x							1
FEMA		x	x										2
Hawaii Ecotourism Association							x						1
HTA						x	x		x				3
Invasive Species Committees				x									1
MACZAC					x				x	x			3
Makai Watch											x		1
Marine Debris Working Group					x								1
NELHA								x					1
NOAA		x x	x x	x	x	x	x	x	x		x	x	9
PacIOOS		x	x		x					x	x		5
PMNM			x		x	x			x	x	x	x	7
HIHWNMS					x	x		x	x	x	x	x	7
The Nature Conservancy				x	x	x				x	x	x	6
UH		x x	x x		x					x	x		5
US EPA				x	x						x		3
US Navy											x		1
USACE							x		x		x	x	4
USDA- NRCS							x						1
USFWS				x								1	
USCG				x						x		2	
Watershed Partnerships			x									1	
West Maui Ridge to Reef											x	1	
WPRFMC				x			x				x	3	
Total= 39	How many agencies are involved in each MP?	9	11	10	19	12	14	10	11	20	17	1	

Handout #5: Survey Results

Management Priorities		Technical Assistance							Total
		Scientific, Program, or Policy Information	Technical or Risk Analysis	Workshop Trainings	Additional Planning	Facilitation and Coordination	BMP Demonstration or Site Visit	N/A	
MP #1	Appropriate Coastal Development	6	4	1	4	3	2		20
MP #2	Management of Coastal Hazards	4	4	2	2	3	2		17
MP #3	Watershed Management	2			3	3		1	9
MP #4	Marine Resources	3	1	1		2		2	9
MP #5	Coral Reef	3	1			2	1	2	9
MP #6	Ocean Economy	3	1		2	2		2	10
MP #7	Cultural Heritage of the Ocean	2		1	1	3		2	9
MP #8	Training, Education, and Awareness	1		1		3		2	7
MP #9	Collaboration and Conflict Resolution				1	4		2	7
MP #10	Community and Place-Based Ocean Management Projects	2				5	2	1	10
MP #11	National Ocean Policy and Pacific Regional Objectives	2			1	3		1	7
Total Responses		28	11	6	14	33	7	15	

Handout #6: ACT Formation

The lead agency (OP) requests that the Council form an Appropriate Coastal Development ACT to identify and implement actions to advance Goal A.

<h1>ACT Formation</h1>						
	1	2	3		4: Need ACT	
	Management Priority Goal(s)	Lead State Agency	Other State and County Agencies	Partners	Metrics	Example Actions to Accomplish the Appropriate Coastal Development Goals
1	<p>Appropriate Coastal Development</p> <p><i>Goal A: Adoption of county plans which specify guidance on coastal development.</i></p> <p><i>Goal B: Strengthen and integrate data management to ensure appropriate coastal development.</i></p> <p><i>Goal C: Expand options to protect existing developments from further coastal erosion.</i></p>	OP-CZM	<p>County planning departments, DLNR-OCCL, DOT (Harbors, Airports, and Highways), DOH</p>	<p>FEMA/NFIP, UH Sea Grant College Program, PacIOOS, UH SOEST Coastal Geology Group, NOAA OCRM, NOAA PSC</p>	<p>GOAL A:</p> <ul style="list-style-type: none"> • Increase in number of additional shoreline access (OP-CZM) • Increase in number of counties implementing planning practices that include adaptation strategies when planning for coastal areas (OP-CZM) • Increase in number of state agencies implementing capital improvement plan projects that include adaptation strategies for coastal areas (OP-CZM) <p>GOAL B:</p> <ul style="list-style-type: none"> • Layers added to the statewide GIS that address coastal measures (OP GIS) <p>GOAL C:</p> <ul style="list-style-type: none"> • Number of projects reviewed by OP during land use entitlement process that include coastal impact risk assessments(OP-CZM) • Number of projects reviewed by DOH during land use entitlement process that include coastal impact risk assessments (DOH) 	<ul style="list-style-type: none"> • OP continues to review projects during land use entitlement process to determine the sufficiency of proposed adaptation measures and infrastructure durability over the lifetime of the project, taking into account individual and public economic impacts. • OP to support additional shoreline access in its land use reviews. • ORMP Working Group collaborates on ways to work with state and county agencies and departments on appropriate coastal development. • County planning departments incorporate coastal impacts into their General Plans, Development Plans, Sustainable Community Plans, and land use regulations. • Department of Land and Natural Resources Office of Coastal and Conservation Lands (DLNR-OCCL) works on ways to support appropriate coastal development on public and private projects.