

Spring Meeting
and
International
Didymo Conference

March 12-14, 2013



NEANS

**NORTHEAST AQUATIC
NUISANCE SPECIES PANEL**





NEANS Meeting Agenda

March 14, 2013

Held in conjunction with the
International Didymo Conference
March 12-13, 2013
Providence Biltmore
Providence, Rhode Island

Tuesday, March 12, 2013

8:00 AM – International Didymo Conference

5:00 PM *Hosted by the Aquatic Nuisance Species Action Network and the
Northeast Aquatic Nuisance Species Panel*

Wednesday, March 13, 2013

8:00 AM – International Didymo Conference

5:00 PM *Hosted by the Aquatic Nuisance Species Action Network and the
Northeast Aquatic Nuisance Species Panel*

6:00 PM **Meet in lobby for NEANS Panel “AIS Laws” group supper meeting**
Location to be determined

Wednesday, March 13, 2013

6:00 PM **Meet in lobby for NEANS Panel “AIS Laws” group supper meeting**
Location to be determined

Thursday, March 14, 2013

8:00 – 8:30 **NEANS Panel continental breakfast and networking**

AM Light breakfast provided

8:45 AM **Full Panel meeting: welcome, introductions, review of meeting
agenda, and updates by co-chairs**

*Ann Bove, VT Department of Environmental Conservation and Mark
Malchoff, Lake Champlain Sea Grant*

ANS updates and Panel business:

- November 2012 meeting summary and February 2012 call summary acceptance – northeastans.org/meetings.htm
- November meeting in Vermont – Michele L. Tremblay
- Schedule mid-term Panel conference call in August 2013 – Ann, Mark, and Michele
- ANS Task Force May meeting update – Ann, Mark, and Michele
- Invasive Species Advisory Council and National Invasive Species Council – updates from members present

9:00 AM **Highlights from Rhode Island**

Facilitated by Kevin Cute, RI Coastal Marine Resources Council

- 9:15 AM Northeast ANS Roundtable¹** - *very* fast-paced, one-minute updates from each province, state, and industry, academic, and NGO member. The Panel will discuss possible themes or roundtable formats for the March 2013 meeting.
- 10:00 AM NEANS Panel draft recommendations for Aquatic Nuisance Species Task Force for May 2013**
Ann Bove and Mark Malchoff, discussion leaders
- 10:30 AM Rapid Assessment Survey**
Niels Hobbs
- 11:00 AM NEANS Panel Chinese Mitten Crab Management Plan**
Kevin Cute
- 11:30 AM Rapid Response Fund**
Meg Modley, Lake Champlain Basin Program
- 11:45 AM Luncheon for NEANS Panelists**
- 1:00 PM Work Group meetings**
- 2:30 PM Northeast Aquatic Nuisance Species Council fiscal agent policy**
Nancy Balcom, UConn Sea Grant
- 3:00 PM Proposed NEANS Panel bylaws revision**
Nancy Balcom, Ann Bove, and Mark Malchoff
- 4:00 PM Work Group reports**
- 4:45 PM Public comment period**
- 5:00 PM Panel meeting adjourns**

¹ Please post your member organization updates on the Panel forum at www.NortheastANS.org/forum/ or visit www.NortheastANS.org and look for the March 2013 meeting roundtable updates link.

NEANS Panel • March 2013 meeting participants

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NEANS Panel Meeting Draft Summary

Portsmouth Harbor Events & Conference Center, 100 Deer Street, Portsmouth, NH
November 27 - 28th 2012

Full Panel meeting: welcome, introductions, review of meeting agenda, and updates by Co-chairs

Panelists participating: Nancy Balcom, Ann Bove, Bill Harman, Larry Harris, Jason LeBlanc, Mark Malchoff, John McPhedran, Meg Modley, Nancy Murray, Judy Pederson, Isabelle Simard, Amy Smagula, and Jan Smith,.

Others participating: Emily Bird, Cynthia Boettner, Karen Hahnel, Peter Lowell, Kevin Lucey, Don MacLean, and Adrienne Pappal.

Welcome from Nancy and Ann. Nancy's last meeting as co-chair. There has been a change in the agenda. Rob will not be able to deliver the hydrilla literature search presentation due to a loss in the family. Michele is not able to participate due to illness. She wanted to join via phone but we want her to rest and recover.

ANS updates and Panel business:

- May 2012 meeting summary and August 2012 call summary acceptance – northeastans.org/meetings.htm

Nancy reviewed the meeting summary. A NEANS Panel call was held in August 2012 and no recommendations were made to the ANSTF at the November 2012 meeting. The hydrilla watch card and literature search were approved. Rob Richardson has been hired to conduct the hydrilla literature search and gave an update at the Hydrilla Summit in September. Kevin will lead a group to update the legislative piece of our website. The Panel formed a climate change workgroup and it requires further discussion. Please review the provincial and state pages that Michele provided a word

Decision item: NEANS Panel accepted the May 2012 meeting summary and August 2012 call summary. Unanimous approval, no abstentions.

- March 14, 2013 meeting in Providence, Rhode Island co-located with the International Didymo conference (March 12-13)

The NEANS Panel will co-host the International Didymo Conference with the Invasive Species Action Network. NEANS Panel has contributed \$1,000 deposit on hotel and \$5,000 in Michele's services to arrange meeting logistics. The registration website is set up, more people may register now. Leah Elwell has received a number of abstracts and is pleased with the response.



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Please contact Meg, Nancy, or Ann if you have any interest in setting up a didymo workshop topic for the conference. There is still room and time to add a special session. The NEANS Panel will be held on March 14 after the conference at the same location.

- Schedule mid-term Panel conference call in February 2013 – Nancy, Ann
Action Item: Michele will circulate a Doodle for the first week of February, 2013 (4th-8th)

- Bylaws review and discussion – Ann and Nancy
Nancy asked Michele to send the bylaws out to the Panel again because some have commented that they are unclear. Please note any questions that you might have and there will be an opportunity to discuss questions on the all Panel call in February 2013. Jan has requested a review of the bylaws so we are all clear on proxy protocol, etc. There is still some vagueness about the workgroups and the project teams. Both approaches have value and we may want to revisit them.

Action Item: Ann will send request for questions and comments before the February 2013 call. The by-laws were circulated electronically and in hard copy at the meeting. Send questions or comments to Ann.

- 2012-2013 NEANS Panel budget – Meg Modley, Treasurer
FY2013 funds from USFWS to the NEANS Panel are not delivered yet but are in transit. Meg reviewed existing projects and resources obligated to those projects. Roughly, \$15k is available for new project proposals.

Decision Item: NEANS Panel accepts the Treasurers report. Unanimous, no abstentions.

- ANS Task Force May and November meetings update – Nancy, Ann, and Don provided an update on the ANSTF November 14th and 15th meeting where the Task Force covered topics such as Japanese tsunami debris, approved OH state management plan, recreational guidelines approved as well as water garden guidelines, strategic reporting and timeline approved, approved adding the USFS to the Great Lakes Panel membership, committed to the Prevention Committee working on pathways guidelines, scheduled an eDNA session, link to NOAA lionfish management plan on ANSTF website. Please provide Laura Norcutt, USFWS comments on the Snakehead Plan by December 21, 2012. The ANSTF requested regular reporting to the strategic plan process, the outreach committee has been asked to address incorporating measures to evaluate effectiveness of the recently approved recreational guidelines, and panels have been asked to review and rank the top 40 recommendations of the Asian carp management plan, the classroom guidelines



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remain under review, and ANSTF members requested a report to Congress in 2013 on the activities of the ANSTF and Panel work.

Nancy and Ann met with all the Panels on the day before the ANSTF meeting. The Western Regional Panel has been involved in the tsunami debris and dreissenid mussel management. They talked with John Nevardo and Erika Jenson from the Great Lakes Panel about the joint NEANS Panel and Great Lakes Panel meeting. Neither panel has moved forward with the summaries of the workgroups. Nancy emailed the four workgroup summaries from the joint meeting as well as a culmination of the four group priorities to NEANS Panel members for review. The Great Lakes Panel will share the documents with their members as well and if a project emerges then the panels may collaborate and move forward. The Gulf and South Atlantic Panel has also had joint panel meetings and their recommendation to the ANSTF was to find a way to evaluate the effectiveness of the new recreational guidelines. The NEANS Panel will continue to consider joint meetings and recommendations.

Action Item: NEANS Panel members review the Organisms in Trade summary and share ideas about project partnerships with the Great Lakes Panel.

Other updates from the ANSTF Meeting:

The Great Lakes Commission is developing a web-crawler to identify sources of species of concern. The National Invasive Species Council recently published a white paper on eCommerce. Mike Hoff from USFWS discussed a rapid screening tool under development and how it could address organisms in trade. The tool called RAST (Rapid Assessment Species Tool) is based on the history of species' invasiveness, is adapted from an Australian program (Climatch) to address climate adaptation, and evaluates species survival in other regions. Don has been working on the rapid screening process and has more info if anyone is interested. The tool allows assessments to occur in hours instead of weeks. There was also a Zequanox presentation that will be available on-line from the ANS-TF eventually. Craig Martin gave a great update on water hyacinth which is the most invasive plant in the world. In the U.S., pressure from growers in FL to sell the plant to other states and countries where water hyacinth is permitted has been raised. Review determined federal law on books since 1950s banning transport of water hyacinth may help address this new pressure from FL. The APHIS listing process is slow and would be the federal agency to list this plant. A reminder was shared that USFWS only lists animals, not plants.

Discussion:

Judy mentioned that she, Nancy, and Kevin have been involved in working on the national Lionfish Management Plan. However, it has been too much extra work for Nancy and Judy. Kevin's involvement is unknown. Judy also asked if the ANSTF



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recreational guidelines considered marine water activities. Don also reported that there are 41 approved state management plans. The amount of funding this year should not change much from last year's awards. USFWS budget is operating on a continuing resolution so the state funding will remain the same as FY12.

- Invasive Species Advisory Council and National Invasive Species Council – updates from members present

Bill Hyatt from CT sent an update that was circulated to the NEANS Panel in his absence. Highlights include that ISAC approved a white paper on the validation of PCR based assays for the environmental detection of AIS, a white paper on eCommerce, and also is preparing a paper on utilizing harvest incentives to control invasive species. AFWA's invasive species committee voted to approve a draft MOU on non-regulatory approaches for introducing potentially harmful AIS through trade which was supported by USFWS, PJAC, and AFWA.

Send comments to Bill directly.

- Call for nominations and election of Panel co-chair
- Nancy is completing her co-chair term at this meeting.

Decision: Meg moves to nominate Mark Malchoff as the NEANS Panel co-chair, seconded by Judy, unanimous approval. No abstentions. Congratulations to Mark and thank you Nancy very, very much. (You're welcome!)

- Recognition of Nancy Balcom's service

In recognition of Nancy's service to the NEANS Panel as co-chair, Ann presented a plaque to Nancy. (Thank you very much!)

Possible recommendation to the ANSTF: Sea Grant will not have any Congressionally-designated money for AIS research funds next year. That has been ~\$2M in past years. The Panel feels that ANSTF members need to keep the need for research and outreach dollars addressing AIS on the front burner.

Highlights from New Hampshire

Facilitated by Amy Smagula, NH Department of Environmental Services

Amy introduced Kevin Lucey who covers terrestrial plants, Larry who covers marine plants and animals, and herself who covers freshwater AIS. NH invasive species management is segmented with responsibilities ranging across many departments.

FRESHWATER:

Amy reported close to 60,000 boat inspections in 2012 and 138 saves. Early detection is on the rise and volunteers are out looking in their lakes. NH trained 25 groups cover



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275 water bodies with the Weedwatcher Program which extends the state's ability to look at water bodies. Amy and one intern have to cover all the freshwater lakes in the state. In water bodies where there are prevention programs and Weedwatcher programs there have been no new infestations found in 2012. This is a good testament to the value of these programs.

NH had two new VLM infestations, neither of which were early detection, in locations that did not have prevention or Weedwatcher programs. No rapid response control was possible due to the timing of discovery. One challenge is that infestations found in June or July are not manageable because it takes 90 days to get a permit and no treatments are allowed after September 1. NH is working on emergency protocols to address this situation. Amy is tracking other infestations in the state and out of 950 lakes and ponds, 7-8% (79 waterbodies) are infested. VLM is in 68 water bodies and some water bodies have 5-6 invasive species, but most are single species infestations. Didymo was not that prevalent in NH in the 2012 field season, which may have something to do with the temperature. It was present but there were not huge blooms. Dr. Brad Taylor at Dartmouth will start a research project on the CT River looking at didymo impacts to aquatic organisms.

There were 30 control and management projects using chemical and non-chemical methods in 2012. Most of our lakes have long-term management plans that go out five years. These plans help to get other agencies on board with management, summarizes the problem, lays out the plan, and it helps with the permitting process as well as local buy in. Funding to support NH AIS control and spread prevention is derived from boat registration fees (\$7.50 per boat) and is used for staff time, control and management, education, and control and prevention grants. Every year NH has a shortfall of money to contribute to control programs. NH is considering a sticker bill for out of state boaters (motor and non-motorized) to help support programs, but it will be a hard sell. The NH grants program has between \$250-300K in grants for prevention and research in addition to \$150K in control grants. The New Hampshire Rivers Council is getting the work done in river outreach and survey work. Every year NH tries to evaluate some control method, mostly for control of VLM. In one case a canal choked with six invasive species was treated with Clipper™ in a canal. It worked really well on fanwort, naiad, and curly leaved pondweed, but not the VLM. There were not many natives in the treatment area, but those that were there did not survive. Hydrilla is still not in NH though it is spreading in MA and NY, with some false alarms. With Asian clam the more you look the more you find. The NH Fish and Game Department is the lead on mussels so NH DES is partnering on the issue. Merrimack River has a warm water effluent and AC are found there anywhere from 55-95% cover. AC is now much more a species of concern.



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NH does not have ZMs yet.

TERRESTRIAL

Department of Coastal Zone Management conducts some terrestrial species management. An invasive plant management partnership made up of twelve agencies is working together on the coastal watershed. The partnership has been dedicated to a watershed based Japanese knotweed inventory and management program using chemical control starting in headwaters and moving downstream. Another EDRR program is focused on perennial pepperweed which is widespread in NH. In 2008 an inventory process and found four populations of pepperweed in the coastal area and successful control with hand pulling in upland side of salt marshes was conducted. Recently another population was found in Franconia in a very strange location right off of Interstate 93. Fish and Game is also building a GIS model to track high risk invasion areas, id species of concern, and generate watch lists for certain towns.

Pesticide permits are stringent so trying to work with them on process to be more effective and change the licensing process for applicants. This is the 5th year of partnership and it might be time to address other terrestrial AIS.

The NH Invasive Species Council does provide a forum for discussion about partnerships.

MARINE:

Larry Harris reported on the newest invasive players on the block which are bubble algae (*Colpomenia*), brown algae that occurs from intertidal to shallow tidal areas and looks like brown bubbles, and a macroalgae (*Heterosiphonia*) which is becoming common and is reported as far north as Casco Bay. The mild winter was good for *Didemnum* unfortunately, which shows no sign of slowing down or stabilizing yet. Populations of these invasive species are watched and documented, but there is nothing to be done in the way of control.

Announcement: Nancy announced that there are spaces on the NEANS Council and if anyone is interested please stay after the meeting on the 28th.

Northeast ANS Roundtable¹ - *very* fast-paced, one-minute updates from each province, state, and industry, academic, and NGO member. The Panel will discuss possible themes or roundtable formats for the March 2013 meeting.



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Isabelle Simard – Asian clam work continues in the St. Lawrence River close to a power plant which will close in a few years. It is unknown what the impacts will be to the population. The water chestnut population in the Monterigie area is getting closer to the St. Lawrence River. Wetland areas are being monitored. The process of developing a RR Plan for aquatic invasive plants is trying to ID gaps in survey work. Didymo was not prevalent in QC in 2012 with low water levels. Research shows that didymo has spread to 37 new rivers and this is considered a conservative estimate of spread throughout the province. Another big project is a web kit for AIS on YouTube. A new regulation in the province includes 18 species that are prohibited and the use of live bait is now prohibited. Ice fishing will be able to use live or dead bait until 2017.

Jason Leblanc – Nova Scotia has new legislation which prohibits the use of live fish including eggs and crustaceans. It provides enforcement staff with a new tool that they have never had before. We are trying to get at the bait vector prior to the act. The results of a recreational survey for anglers which just came out and occurs every five years showed the AIS are believed to be the #1 cause for declines in fishing. Five years ago AIS were rated #5. It is unclear what caused angler's responses to change and this result will be researched. Sometimes the public thinks that the government is not taking AIS seriously. Government investigations into a report from a 9 year old girl who reported a lobster (likely crayfish) in a river in a new watershed may change that perception. Surveys are underway that may confirm a second population of crayfish in the province.

Jan Smith – MIMMIC 2012 collaborated with ten partners and monitored fifty sites. The NEANS Council contract for non-native crustacean monitoring is nearing completion. To support this effort, two workshops were held to train the public on how to identify non-native crustaceans.. There is also continued non-native bryozoan monitoring. Plans are being developed for another RAS project in 2013. MA has had significant issues with seaweed washing up on the beaches. This may have been a function of the warm winter and then suddenly heavy rainfall delivered mats to beaches. Composting is challenging because of high sulfur content.

Nancy Murray – CT hired a part-time ANS Coordinator using SMP funds. Also working on a cooperative agreement with Mora Robie to develop a RR plan and educational displays on vectors. Final reports on ZM veliger surveys from Western Conn University and on the Housatonic River will be available soon. Boating education assistants, just like stewards, are doing a great job. CT has seen a big jump in populations of water chestnut, many of which are in private ponds with no public



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access. One new population is Mansfield Hollow on USACOE property and is under management.

John McPhedran – There is 1 new VLM infestation in Ossipee River just over the NH border which flows into Maine. The river flows into the Saco River which already has VLM. This might be a new site for management. More details are on the NEANS Panel update blog. After nine years of Flouridone treatment on Pickerel Pond for hydrilla and two consecutive years of surveying and not finding any plants, 1 plant was found in 2012. All plants found are and will be removed. Two ME lakes have quarantine restrictions that are temporary. The Sportsmen Alliance of Maine is interested in the nuisance fish issue and addressing illegal stocking. For the first time a boater has been issued a fine for transporting an aquatic plant over a private way (\$250 fine). Many reports of native plant growth, cotton candy algae - attributed to early June rain. Trying to pull together a guidance document for lake associations to develop management plans like NH.

Emily Bird – Present to represent NEIWPC on behalf of Teresa, who is on maternity leave and just had a beautiful baby girl.

Meg Modley – The Lake Champlain Basin Program is in the budget planning process right now. Top AIS project priorities include water chestnut control in Lake Champlain, boat launch steward program, AIS ED additions to long term monitoring program, and research to study the impacts of spiny water flea, Asian clam, didymo, and aquatic plant communities. The RR Task Force had a very active summer, responding to two new infestations of spiny water flea in the Champlain and Glens Falls Feeder Canal and Lake George. A draft scope of studies is under development with the USACOE for the Champlain Canal barrier feasibility study. GLRI has supported the expansion of the Paul Smiths College watershed stewardship program in the Great Lakes drainage portion of the Adirondacks. Four new sites of Asian clam were discovered in Lake George which are under management. The Lake George Park Commission is considering a mandatory boat inspection and decontamination program. Alewife populations continue to increase and displace native smelt. Round goby and hydrilla are moving closer to the basin. The ICAIS meeting will be held in Niagara Falls, ON in April 2013. Interested in creating a field trip to the Trent Severn Canal to look at the implementation of a canal barrier to prevent species movement.

Nancy Balcom – SERC confirmed the discovery of a sub-adult Chinese Mitten Crab in CT. A cooperative agreement is in place to gather data on the light bulb tunicate that showed up in eastern CT two years ago. An eradication effort may involve the wrapping of pilings. Wrapping up a 2 year educational program focusing on AIS



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spread prevention messages using key chains, guides, dispose of bait and keep boat hulls clean signage. The USCG Auxiliary has been really helpful with this effort. Open ended surveys were conducted by interns about AIS knowledge and prevention. There were significant differences in the 1st year and 2nd year data collection results showing an increase in awareness and understanding. Results will be presented at ICAIS.

Ann Bove – See details on the NEANS Panel update blog. One didymo bloom noted that was very short, lots of native plant growth, EWM growth was early and dense. Only 2 new finds in 2012: WC was found in Northern Lake Champlain where VT and partners are already actively managing; the big surprise was a population of brittle niaid in the Waterbury Reservoir that was well distributed through the entire littoral zone. Brittle niaid is enhanced with drawdowns, which occur regularly at this reservoir. No rapid response will be taken and little control will occur. Spread prevention and education and outreach for niaid will move forward with interest of stationing a greeter on the reservoir. The VT prohibited plant law was recently updated. 5 terrestrial species and 2 aquatic species (brittle niaid and yellow flag iris) were added. This is the first update of the rule overseen by Ag and Markets. There is a multi-state AIS management initiative in the CT River and we hope to get more of an update from Cynthia B.

Bill Harman – Very concerned about hydrilla in upstate NY. NY did a good job with RR in the inlet to Cayuga Lake. Control is expensive and challenging with new populations in the western part of the state. Corbicula, starry stonewort, and spiny water flea continue to show up in new locations. The Catskill region the local PRISM funded the development of a boat launch steward training. NY city DEP will conduct AIS surveys in Catskills to the east of the Hudson. The survey may incorporate eDNA testing to do rapid surveys which may be more complicated than they think. In Otsego Lake in the 80s alewife came in and decimated the fishery. Walleye were introduced to control the alewife population and it has finally crashed. We are back to catching whitefish that were absent for over a decade.

Mark Malchoff – Working on a survey of bass tournament anglers and have visited 14 Lake Champlain bass fishing tournaments and collected info from 300 people to get some idea about AIS attitude and behaviors for spread prevention. Took a trip to FLW headquarters in Kentucky to learn about attitude of those folks. (FLW is probably the largest bass tournament organizer in the US and operates tournaments in almost every state, including several each year on L. Champlain). Some FLW staff feel that all macrophytes are good for bass – native or not. This is opinion is more easily understood with a little context. In the southeast where the bass tournament industry



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is centered, there are few natural lakes. Most reservoirs are devoid of macrophytes. Trophy bass fishing in these systems is limited by the limited amount of vegetation. Some (but not all) FLW staff understand the problems with t invasive macrophytes in Northeast. Challenge is to improve understanding of invasives in natural lakes, especially in areas outside of southeastern US. Smelt/alewife interaction workshop on January 11th, 2013 in Plattsburgh, NY.

Judy Pederson– Chinese Mitten Crab intern hired part-time to develop a plan based off of work from Kevin in RI.

Peter Lowell, Lakes Environmental – Present to collaborate on steward programs. Also co-hosting the NEC NALMS conference the weekend of June 7th at St. Josephs College on Sebago Lake to look at plant surveys and management.

Cynthia Boettner – Involved in cooperative invasive species management areas of the CT river basin. There are 6 different smaller CISMAS within the watershed focusing on localized IS management. Fish and Wildlife Foundation provided seed money to get the programs started which is largely focused on terrestrial plant work. Hope to incorporate aquatics. There is a watershed wide initiative for ED and RR that will have to address all these various state boundaries. Water chestnut control continues in the watershed using the help of volunteers and youth conservation corps members.

NEANS Panel draft recommendations for Aquatic Nuisance Species Task Force for November 2012

Nancy and Ann, discussion leaders

Discussion will occur on the 28th.

Meeting recesses for the day to carpool to University of New Hampshire Coastal Marine Laboratory

Hosted by Dr. Larry Harris

Meet in lobby for group supper at nearby restaurant

Wednesday, November 28, 2012

Attendance: Judy Pederson, Isabelle Simard, Jason Leblanc, Jan Smith, Larry Harris, Nancy Murray, John McPhedran, Karen Hahnel, Emily Bird, Meg Modley, Nancy Balcom, Ann Bove, Don Maclean, Mark Malchoff, Adrienne Pappal, Cynthia Boettner, Katie DeGoosh, Jason ? – RI



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Work groups meeting time with continental breakfast provided for all participants

Hydrilla literature search

Rob Richardson, State University of North Carolina

Cancelled

General session meeting re-convenes for work group reports and votes on further project funding approvals

Lake Greeter Group

The Lake Greeter/Steward Workgroup reviewed past workplan goals and objectives and mostly discussed an emerging collaborative effort to support shared messaging and materials across all programs in the NEANS Panel region. The group discussed what messages and data are collected, and educational messages were most supported (Stop Aquatic Hitchhikers, new ANS TF recreational guidelines, Check- Clean- Drain-Dry, etc.) There was renewed interest for a key chain with a QR code that all steward programs might use. The group also discussed how they might propose to evaluate the effect of providing a key chain with a 3-4 question survey that could pop up if someone used the QR code link. Karen offered to submit a NEANS Panel project template at the next Panel meeting.

Climate Change

The work group discussed the impact of temperature on AIS. They discussed the maximum temperature and the duration at those time frames. Work group members will pull together info and come up with resources (Isabelle, Larry, Adrienne) looking at freshwater and marine organisms. The goal might be to identify sentinel organisms that are at their northern range and those at the southern range that might be retracting or coming north in the NEANS Panel region. It would be possible to choose a number of species that we would like to follow. The interrelationship between native and non-native species might be a longer term partnership effort. Jan talked about a floristic quality assessment index for salt water marshes. Introduced species would be given a zero and other native plants and animals are given higher numbers/values. The species ratings exist for all plants in NE and NY. Another area to investigate is a two day workshop on this issue with guest speakers.

Rapid Response Funds

The group reviewed the rapid response fund application process/eligibility guidance document developed in 2010 and 2011 that has not been approved or posted yet. The workgroup will request approval of the guidelines at February Panel call and may submit a second recommendation for \$5k to increase the fund to \$10k. November



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2010 Panel voted to set aside \$5k for a rapid response fund available to NEANS Panel states, members, and provinces for rapid response control and eradication efforts that benefit the NEANS Panel region. The application process and criteria were reviewed. The Panel discussed circulating the rapid response fund application guidance and use language for approval at the February 2013 Panel call meeting. At that time a consideration of additional \$5k to the fund may be considered. Another idea of creating a rapid response fund would be to review how the Panel might receive private funds if they were available.

Action Item: Circulate the guidance document to the Panel for comment and discuss at next Panel call meeting.

Organisms in Trade

The work group reviewed the summary document from the joint NEANS and Great Lakes Panel meeting and the NISC eCommerce paper and eight recommendations to the NISC partner agencies. The Great Lakes Commission received ~\$400k from GLRI to develop a web crawler for species of concern to the Great Lakes area and intercept the businesses that are trading or selling these species. The NEANS Panel hopes to be able to commit some of the lessons learned to the Northeast.

Action Item: Remind Kevin that new imports are included in the ad hoc group to update the legislation and policy page on the NEANS Panel website.

Action Item: Judy has the info on releasing live seafood that will be circulated so panel members can update it.

Hydrilla watch card group

Redrafted the card and hope to provide the Panel with the draft in the next couple of months. The final version will include a French version for print. Looking for Panel approval in March 2013 so they could be available for the 2013 season.

Time for additional State Management Plan updates, opportunities for collaboration, and Panel meeting agendas development to align with Plan actions

Nancy and Ann

No additional discussion, but time for other partners updates.

John McPhedran –ME marine update came in from Beth Bisson. ME has questions and concerns about *Heterosiphonia* smells and impacts to marine species. A new seaweed specialist, Sarah Redmond, is now at Sea Grant. New fact sheets and sea shore updates are priorities.

Katie DeGoosh - RI still does not have a lakes or invasive species programs. She covers all related questions about these issues. RI did reach 48 lakes this summer with an



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intern to survey for AIS. Less than 6-7 lakes were found to have invasives, there was one new find of water chestnut and elodea, but no new species were found in 2012. New money is available for grants through the boater bond issue for environmental restoration in Narragansett Bay. The \$ will be available in July to be used as match for lake associations interested in AIS control projects. RI has to write regulations and guidelines for how to apply for that money. RI is looking at VT and NH programs and hopes not to reinvent the wheel. There is a new Lake Boater Host Program in RI which is volunteer-run and hope to learn more from them soon. Some boater reports of AIS came via sent intern in field to conduct littoral plant surveys. Theoretically there is an aquatic transport law for invasive plants and animals but law is not enforceable.

Spotlight on Species: Spiny water flea

Mark Malchoff, Lake Champlain Sea Grant Program, moderator and presenter
Meg Modley, Lake Champlain Basin Program

There is fairly rich literature from Ontario on *Bythotrephes longimanus*, which is new to the Adirondack and Lake Champlain region. The small crustacean is only a centimeter long zooplankton. It has a red spine and blue legs. They avoid predation by small fish with their spine. The Glens Falls Feeder Canal SWF find in July sparked our interest. Mark showed photos of young instars and larger mature females. The current distribution includes the Great Lakes and southern Ontario. In 2009 they showed up in the Great Sacandaga Reservoir and it is not clear how they arrived, but suspect angler downrigger gear. They live several days to a few weeks, and were first introduced to the Great Lakes in 1984 and spread to over 34 Canadian Shield Lakes.

Parthenogenic reproduction occurs during the summer and gametogenic reproduction occurs later in the year to produce resting eggs stages that are viable for a few years. They feed or compete with important zooplankton like daphnia and leptodora. Unfortunately, there is lots of good habitat in the ADKs. Human behaviors might suggest where we will find SWF next. There is a likelihood of invasion where there are motorboats, public boat launches, unprotected waterbodies – no park regulations, stewards, etc., and more shoreline development (Weisz and Yan 2010).

In 2012 there were 140 lakes invaded in Ontario. Some systems that reach 32 degrees Celsius for 24 hours can result in 100% mortality.

Possible impacts of SWF in the Lake Champlain system include further decline in Mysis population. Declined populations started in 2003 likely due to alewife predation. This pattern might get worse because SWF would prefer Mysis for



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consumption. Lake Champlain may also expect a decline in cladophoran richness (richness of Harp Lake, Ontario post SWF introduction decline significant).

Research by Dr. Jan conducted research on the loss of species richness due to spiny water flea invasions. He suggests that spiny water flea impacts to lake zooplankton biodiversity is comparable to the impacts of acid rain to lake quality; you are losing biodiversity on a scale that is similar or exceeds the impact of acid rain.

There are no known SWF impacts to water quality and research is lacking in relating the species biology to spread prevention techniques. Resting egg stages are resistant to drying and freezing, but there may be a link between the species chemical cue to feed and a chemical treatment.

Meg reviewed the Lake Champlain Basin AIS Rapid Response Task Force response process and recommendations for the discovery of spiny water flea in the Champlain and Glens Falls Feeder Canals and in Lake George (all in NY).

Public comment period

No public comments received.

Panel meeting adjourns

Meeting summary graciously prepared by Meg Modley



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Conference Call Summary Draft • February 4, 2013

Panelists participating in conference call: Nancy Balcom, University of Connecticut Sea Grant; Beth Bisson, University of Maine Sea Grant; Ann Bove, VT Department of Environmental Conservation; Kevin Cute, RI Coastal Resources Management Council; Mark Malchoff, Lake Champlain Sea Grant; John McPhedran, ME Department of Environmental Protection; Meg Modley, Lake Champlain Basin Program; Nancy Murray, CT Department of Energy and Environment; Theresa Portante-Lyle, New England Interstate Water Pollution Control Commission; and Jan Smith, MA Office of Coastal Zone Management.

Others participating in conference call: Karen Hahnel, ME Department of Environmental Protection; Risa Shimoda, River Management Society; and Michele L. Tremblay, naturesource communications.

Welcome and roll call – Co-chairs Ann Bove, VT Department of Environmental Conservation and Mark Malchoff, Lake Champlain Sea Grant welcomed everyone to the conference call and outlined the agenda.

Finalize March 14, 2013 Panel meeting agenda

Mark reviewed the current draft of the March 2013 Panel meeting agenda. Michele revised the agenda pursuant to the discussions.

Action: Michele will post to the Panel listserve and website the revised March 2013 NEANS Panel agenda.

ANS Task Force recommendations for May 2013 meeting in Duluth, MN – There was some discussion several months ago about the Champlain Canal but it may not be ready for a recommendation. It may be useful to bring the issue as a discussion item to the Aquatic Nuisance Species Task Force (ANSTF). Meg can also make a recommendation to the Task Force on behalf of the Lake Champlain Basin Program, as an ANSTF member.

Rapid response fund guidance document – Meg Modley is receiving comments and compiling them. She will provide a revised draft to the Panel at its March meeting.

Action: Meg Modley will prepare and submit a revised draft of the rapid response fund guidance document at the March 2013 NEANS Panel meeting.

Transboundary seaplanes initiative – Amy Smagula said that she hears from lake associations in New Hampshire that they are concerned about seaplanes as invasive species vectors. They are covered in the recreational guidelines and that there may be other federal guidelines, which the ANSTF may be aware. The Panel’s role maybe to provide awareness and social marketing for the public as well as its own membership, rather than the provinces and states each creating their own. Paul Gregory, ME DEP, has created a public service announcement and facilitated discussions on the topic.

Action: Amy Smagula will research regulations or guidelines cover seaplanes as invasive species vectors.

Action: Paul Gregory will provide an email summary of the MEDEP activities to date.

Eating invasive species – Judy Pederson provided comments for Michele to convey to the Panel.

Action: Michele will post t the 11.2005 paper to the Panel website and email to the listserve an announcement about it.

Action: Michele will add as an agenda place holder item “eating invasive species” as a possible panel or Spotlight on Species feature of the November 2013 Panel meeting.

Organisms in trade – Michele provided an update on the Great Lakes OIT webinar in which she participated.

Action: Michele will provide upon request her notes from the Great Lakes OIT webinar.

International Didymo Conference – Meg requested that the NEANS Panel provide the opening welcome and remarks at the IDC. Meg volunteered to fulfill that role. She said that travel approvals seem to be a barrier for several participants. Michele provided an update on registration and agenda development. To date there are fifty-one registrations (not all paid) vs. 200-300 that the Invasive Species Action Network had previously estimated.

Other business – Beth said that there is a lot of concern about the marine algae, *H. japonica*. She has been asked to organize a meeting in mid-March. She is asking for researcher and manager contacts whom have experience with the algae. The March meeting may be a place to begin the discussion.

Karen would like to produce 5,000 key chains at \$.95 each plus \$100 setup, which means \$4,850 for 5,000 units. Michele said that she and Amy have used Hoffman Sales. This would save shipping and sales tax costs for the Panel. Michele offered to contact Hoffman to obtain a quotation after Karen sends her camera ready and specifications. They have produced key chains for the Panel (plastic cans that open). Karen is considering foam key chains. Ann suggested that Karen submit a work plan proposal for approval at the March 2013 Panel meeting.

Michele introduced Risa Shimoda, River Management Society, whom has been following the Panel’s work via its listserve postings. Michele worked with Risa on an invasive species training webinar targeted to recreationists. She hopes to be able to participate in Panel meetings. Their website is River-Management.org.

Nancy Murray requested information to help her prepare a request for proposals on suction and weed harvesting.

Ann Bove distributed the compilation of the bylaws proposed revision. It contains

comments received to date. Changes are marked in strikes out in yellow, insertions are in red brackets, and comments are added in blue in the appropriate part of the document with his/her name noted for clarification. The primary comments are focused on membership and organization. The document will be reviewed and discussed at the March 2013 Panel meeting. Ann noted that this document is based on the current bylaws, which were voted on as approved at the November 2009 Panel meeting.

Action: Michele Tremblay will obtain a quotation on keychain production from Hoffman Sales, once Karen Hahnel provides her with the specifications.

Action: Ann Bove will distribute the current (editable) version of the bylaws proposed revisions for further suggested edits and comment with a due date for comments.

The Panel meeting closed and the Steering Committee members began an executive session at 10:58 AM.

Decision: The Steering Committee members agreed to accept the contract documents as provide between the NEANS Council and naturesource communications.

Meeting summary prepared by Michele L. Tremblay, naturesource communications



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Boat Inspection Work Group -Work Plan
 Education and Outreach Committee

October 1, 2012 through September 30, 2013

Work Plan Action

Produce regional key chains with a consistent spread prevention message to distribute to boaters during volunteer inspections.	Complete by May 2013
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Narrative

These key chains would be a step toward promoting a regionally consistent spread prevention message by using the Clean, Drain, Dry recommendation of the ANS Task Force’s recently adopted Recreational Guidelines.

In addition, the key chains will include the Stop Aquatic Hitchhikers logo and a QR code. The QR code would link to a dedicated page on the NEANS website with a brief Clean, Drain, and Dry message and a brief survey to assist the Panel in evaluating the message. Survey questions might include:

- Where are you from?
- Have you seen the Clean/Drain/Dry message (or something similar) before? (Y/N)
- Are you likely to take the actions above (Y/N)
- Commit to a pledge to clean/drain/dry? (Y/N)

Key chains are used by states with boat inspection programs to hand out to boaters on a limited basis to promote spread prevention and to show appreciation for taking the time to allow their boat to be inspected for invasive species.

The workgroup knows of 4 member states (ME, NH, MA, VT) and at least one other member (LCBP) with boat inspection programs. Most, if not all, have outreach where the key chains could be of use. Other states/provinces/members may be interested in the tool for other outreach initiatives as well.

Measure

Success will be measured by the use of the QR code. The QR code takes the user to a dedicated page on the NEANS website where they will be greeted with a 2 – 3 question survey along with a brief Clean, Drain, Dry message.

Funding or other support needed? Please detail budget below

In-kind services in the form of NEANS Panelists' staff time will support this project.

Line item	Cost
5,000 one color floating key chains; messages on two sides (.95 each + \$100 set-up) at \$4,850 or 10,000 one color floating key chains; messages on two sides for \$6,600; request is for 10,000	\$6,600
vendor shipping	\$120
shipping to member states/provinces	\$100
Total	\$6,820

Lead contacts: Karen Hahnel, Maine DEP, 207-215-9270, karen.a.hahnel@maine.gov and Ann Bove, VT DEC, (802) 490-6120, ann.bove@state.vt.us

Hydrilla WATCH



1-877-STOP-ANS (1-877-786-7267)

Hydrilla (*Hydrilla verticillata*) is a non-native aquatic plant invading Northeast region water bodies. Hydrilla is a densely growing plant that may grow in water depths of up to 25 feet. This plant can choke out native plants, impede water flow, affect water quality, and prevent recreational activities such as boating, swimming and fishing. Hydrilla is a federally listed noxious weed.

One of the world's worst invasive aquatic plants.

Hydrilla tolerates many types of habitats, spreads aggressively and resists control once a population is established. Hydrilla is found in CT, MA, ME and NY. **It is critical to prevent new hydrilla introductions into other northeastern water bodies. Your help in detecting and reporting new infestations is vital to preventing the spread of hydrilla.**

What You Can Do

INSPECT and **REMOVE** aquatic plants from boat, motor and trailer, and other recreational equipment like fishing gear.

DRAIN water from livewell and bilge before leaving boat access.

REPORT new or suspicious sightings. Use identification tips inside this card; note date and exact location; if possible, take a close-up photo of the plant and call: **1-877-STOP-ANS (1-877-786-7267)**

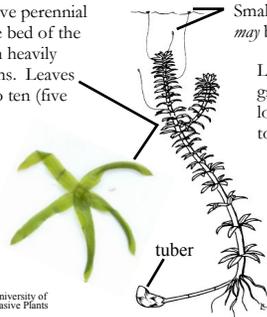
KNOW THE RULES. Specimens are needed to confirm sightings but some jurisdictions prohibit possession of invasive aquatic plants and animals. Contact your local natural resource management agency for instructions. Unauthorized introduction of plants, crayfish or fish into the wild is illegal. Protect our property values, lakes and rivers.

This publication was produced and paid for by the Northeast Aquatic Nuisance Species Panel with funds authorized under section 1203 of the Nonindigenous Aquatic Nuisance Species and Control Act of 1990 (16 USC 4701-4741).



How to Identify Hydrilla

A submersed, invasive perennial usually rooted in the bed of the water body and with heavily branching erect stems. Leaves in whorls of three to ten (five being most common) join along the stem. Plants produce peanut-sized tubers attached to underground stems.



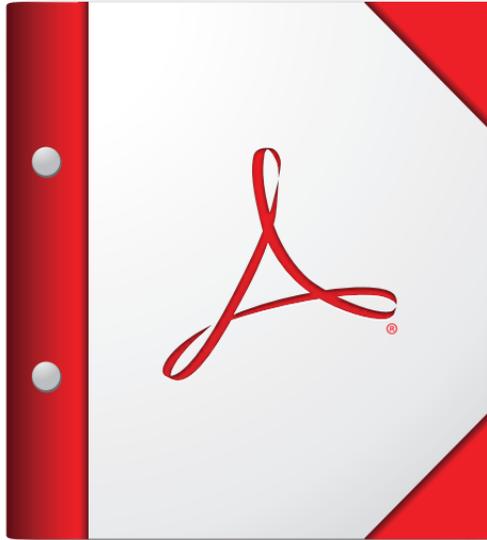
Small, inconspicuous white flowers *may* be present.

Leaves are small, pointed, bright green, and about 5/8 inches long. Leaf margins *usually* have toothed edges.

Line drawings © property of the University of Florida Center for Aquatic and Invasive Plants (Gainesville).

Learn more at northeastANS.org





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**For NEANS Panel DISCUSSION/CONSIDERATION, March 14, 2013:
Proposed Revisions to the November 10, 2009 Bylaws**

~~strikethrough~~ = deletion

Red = insert

Bylaws of the Northeast Aquatic Nuisance Species Panel

ARTICLE 1

ENABLING LEGISLATION

The Northeast Aquatic Nuisance Species Panel (hereafter NEANS Panel) was recognized in July 2001 under the provisions of the National Aquatic Nuisance Prevention and Control Act (NANPCA) of 1990 [reauthorized as the National Invasive Species Act (NISA) of 1996] by the approval of the Federal Aquatic Nuisance Species Task Force.

ARTICLE 2

MISSION, GOALS, AND OBJECTIVES

Mission: Protect the marine and freshwater resources of the Northeast from aquatic nuisance ~~nuisance~~ **invasive** species (hereafter ~~ANS-AIS~~) through commitment and coordinated action.

Goals:

- A. Prevent the introduction, establishment, and dispersal of invasive ~~ANS-AIS~~ in the Northeast.
- B. Control the spread of invasive ~~ANS-AIS~~ already introduced into the Northeast.
- C. Mitigate the harmful ecological, economic, social, and public health impacts associated with the introduction, establishment, or spread of invasive ANS in the Northeast.

Objectives: (see Appendix A)

ARTICLE 3

FISCAL MANAGEMENT

All funding for the NEANS Panel will be housed and managed by the Northeast Aquatic Nuisance Species Council, a 501(c)(3) not-for-profit organization. The NEANS Panel will operate on the same fiscal year as the Federal Government, from October 1 to September 30.

ARTICLE 4

MEMBERSHIP

~~The NEANS Panel shall be comprised of Panel members and observers.~~ **Members with formal USFWS appointments shall comprise the NEANS Panel. Observers can participate in all Panel meetings and activities.**

- A. **Panel members:** Panel members are **nominated and formally appointed by the USFWS. They represent** ~~representatives from Northeastern~~ **northeastern** state

governments, U.S. federal government agencies, ~~Eastern Canadian~~ **eastern Canada** provincial governments, Canadian federal ~~government~~ agencies, trade, scientific, or professional associations/societies, non-government organizations, and academic ~~institutes~~ institutions that have a significant interest or role in the prevention, control, or mitigation, **or impacts** of ~~ANS AIS or their impacts~~. Members representing ~~any~~ Canadian organizations or government agencies ~~may not vote on issues regarding funding~~ **are prohibited from voting on funding related issues only**. Members from U.S. organizations and government agencies have full voting rights **on all issues**. In the event that a member is unable to participate in a meeting or conference call of the full NEANS Panel, he or she may designate a proxy from the entity he or she represents to take his or her place. The member **or the member's supervisor** must submit a written statement (e-mail is acceptable) to the ~~ANS AIS~~ program manager that states the proxy is designated to take the place of the absent member during a specified meeting or conference call. ~~In the event that the member is not available to submit the written statement, a written statement may be submitted by the member's superior. This policy only applies to meetings or conference calls of the full NEANS Panel and not to the Steering Committee.~~ **Terms: Panel members serve on the NEANS Panel at the pleasure of the State, Province, agency, NGO, or other organization that they represent, which will determine the length of service for its representative(s).**

1. **Northeastern** ~~States~~ **states** and ~~Provinces~~ **provinces**. Each of the following states from the ~~Northeastern~~ **northeastern** region of the United States and ~~Eastern Canadian Provinces~~ **provinces from eastern Canada** may identify two representatives **plus one alternate** for NEANS Panel membership. The process for selecting representatives is to be determined by each state or province. **The alternate does not have full voting rights during panel meetings or calls unless one or both of the two representatives is/are absent, whereby the alternate would be accepted as proxy.**
 - a. Maine
 - b. Massachusetts
 - c. New Hampshire
 - d. Vermont
 - e. Rhode Island
 - f. Connecticut
 - g. New York
 - h. Quebec
 - i. New Brunswick
 - j. Nova Scotia
 - k. Prince Edward Island
 - l. Newfoundland and Labrador
2. **U.S. and** ~~Canadian Federal Government~~ **Canada federal government agencies**. Each of the following agencies may designate a representative for

NEANS Panel membership:

- a. Agriculture Canada
- b. U.S. Army Corps of Engineers (~~USACE~~)
- c. Atlantic States Marine Fisheries Commission (~~ASMFC~~)
- d. U.S. Coast Guard (~~USCG~~)
- e. U.S. Department of Agriculture (~~USDA~~)
- f. Canadian Department of Fisheries and Oceans
- g. Environment Canada
- h. U.S. Environmental Protection Agency (~~EPA~~)
- i. U.S. Fish & Wildlife Service (~~USFWS~~)
- j. U.S. National Oceanic and Atmospheric Administration (~~NOAA~~)
- k. U.S. National Park Service (~~NPS~~)
- l. Transport Canada

3. **Trade, scientific, or professional associations and societies, non-government organizations (NGOs), and academic institutions.** The Panel will identify and recommend organizations in this category to the USFWS for membership.
4. ~~Terms. Panel members serve on the NEANS Panel at the pleasure of the State, Province, agency, NGO, or other organization that they represent. That represented agency will determine the length of the term of service for its representative.~~

- B. **Observers.** An observer is ~~an individual who is not affiliated with~~ **someone who is not formally appointed to the** NEANS Panel ~~in any other manner,~~ but is interested in attending meetings or other NEANS Panel functions, **or has been invited to attend.** Observers are ~~invited to participate in and~~ **welcome to** contribute to Panel discussions and participate in Panel Committees and Workgroups, but ~~do not vote~~ **have no voting rights** on any matters before the Panel.

ARTICLE 5 OFFICERS

The Officers shall consist of two Panel Co-chairs and an Immediate Past Co-chair.

- A. **Panel Co-chairs.** The Panel Co-chairs jointly preside over the operations of the NEANS Panel and the Steering Committee. Panel Co-chairs must be NEANS Panel members. They are responsible for calling meetings/conference calls of the Steering Committee, presiding over **Steering Committee** meetings, preparing the annual budget **with the Steering Committee**, preparing contracts for paid NEANS Panel staff, and insuring that the NEANS Panel is working to accomplish its goals and objectives. Panel Co-chairs are chosen by the Panel members and serve for two-years as an active Co-chair and one year as an Immediate Past Co-chair. The terms of the two Co-chairs are offset, so that both Co-chair positions do not come up for election in the same year. ~~Any~~ **All** official NEANS Panel documents ~~must be signed by the~~ **one or both** Panel Co-chairs. The signature of both Panel Co-chairs is not

required if the action represented by the document was discussed and approved by the Steering Committee at a meeting or conference call in which both Panel Co-chairs were present, the approval is documented in the meeting minutes, and the Co-chairs concur that only one of them needs to sign. Co-chairs may also delegate the signing of official NEANS Panel documents to the ~~ANS~~ AIS Program Manager.

- B. **Immediate Past Co-chair:** The role of the Immediate Past Co-chair is to aid in the transition of Co-chairs and to follow through on initiatives ~~that began~~ **begun** during his or her term. The Immediate Past Co-chair will participate on Steering Committee calls and assist the current Co-chairs as needed.
- ~~B. Treasurer. The role of the Northeast Aquatic Nuisance Species Panel Treasurer will be filled by the Treasurer of the Northeast Aquatic Nuisance Species Council.~~

ARTICLE 6 ORGANIZATION

The NEANS Panel is organized into a Steering Committee, ~~Standing Committees~~, and project-specific Workgroups.

- A. **Steering Committee.** The Steering Committee is responsible for the governance of the NEANS Panel, including preparation and approval of the annual budget. The Steering Committee consists of the two Panel Co-chairs **who preside as co-chairs**, the Immediate Past Co-chair, one member from each state, one member from each Canadian province, two federal or non-governmental representatives, and one representative of the USFWS. If a Panel Co-chair or Immediate Past Co-chair is a representative of a state, he ~~or~~ / she will also serve as the Steering Committee member for his ~~or~~ / her state. If a Panel Co-chair is a representative of a federal government agency or non-governmental organization, he ~~or~~ / she will also serve as one of the two federal or non-governmental representatives on the Steering Committee. Canadian **Steering Committee** members may not vote on funding-related ~~decisions~~ **issues**. ~~The Co-chairs of the Steering Committee will be the Panel Co-chairs.~~
 1. Steering Committee meetings (or conference calls) should be scheduled periodically, usually every one to two months. Either Panel Co-chair can convene a Steering Committee meeting.
 2. As the governing body of the NEANS Panel, official business will be decided by ~~consensus~~ **simple majority vote (see Article 9)**. All decisions will be duly recorded in the meeting minutes.
 3. A Quorum for the Steering Committee will consist of at least one Panel Co-chair and at least four other Steering Committee members who have full voting rights.
 4. **Proxy: In the event that a Steering Committee member is unable to participate in a meeting or conference call of the Steering Committee, he or she may designate an alternate proxy from the entity he or she represents to take his or her place. For the northeastern states or provinces, either the other state-designated member or the alternate can serve as proxy. For all others, the member or the member's supervisor must submit a written**

statement (e-mail is acceptable) to the AIS program manager that states the proxy is designated to take the place of the absent member during a specified meeting or conference call.

~~B. Standing Committees. Standing Committees are groups that are organized around a particular topic that is of interest to the NEANS Panel. Current Standing Committees are: Communication, Education, and Outreach; Policy and Legislation; Science and Technology; and Shipping. The role of the Standing Committees is to advise the Panel on issues related to the Standing Committee's area of expertise by suggesting a particular direction or project for the Panel. Standing Committees will brainstorm project ideas to be presented to the Panel. NEANS Panel Standing Committees may recruit their own members without regard for professional affiliation. The only requirements for Standing Committee membership are an interest in ANS management and a willingness to commit time to the Panel. Standing Committee members do not need to be official Panel members. Standing Committee members do not serve any specified term. The Standing Committee Co-chairs are authorized to approve requests for Standing Committee membership, and are responsible for keeping the ANS Program Manager advised of Standing Committee membership status. The ANS Program Manager will maintain a list of Standing Committee members in each Standing Committee and an email listserv for each Standing Committee. Each Standing Committee shall have two Co-Chairs. Standing Committee Co-chairs do not need to be NEANS Panel members. The Standing Committee Co-chairs are responsible for providing counsel for Panel initiatives. Standing Committee Co-chairs are chosen by the Standing Committee members and serve for two-year terms with no term limits. The terms for the two Co-Chairs are offset so that the Co-Chair positions do not come up for election at the same time. A Standing Committee Co-chair must advise the Steering Committee and the Standing Committee membership of their intention to step down from the position two months prior to the end of his or her term to give the Standing Committee the opportunity to identify new candidates.~~

B. **Workgroups.** A Workgroup is a ~~group organized~~ **created by the Panel** to accomplish specific tasks or projects of the NEANS Panel **in areas such as education, outreach, policy, legislation, science and technology.** ~~It will be created by the Panel to accomplish a specific objective or objectives. Its coordination will be performed by the Steering Committee. Workgroups are in existence~~ **exist** only during the time that **as long as** a particular project is being carried out. ~~A workgroup is formed when a project idea is approved by the Panel and it is dissolved when the project is complete.~~

1. During Panel meetings, ideas for Panel projects ~~will~~ **can** be proposed by ~~Standing Committees and individual~~ Panel members **or Observers.** **The Panel will decide by simple majority vote which projects should be pursued.** ~~Project proposals should include a draft workplan and budget. The Panel will decide by consensus which projects will be funded.~~ Immediately following approval of projects, Panel members will be asked to volunteer to join workgroups

- ~~that will~~ **to** undertake these projects.
2. Once a Workgroup is formed, it ~~will be~~ **is** responsible for finalizing the proposed budget and workplan to accomplish the task ~~it has been assigned~~. The workplan and budget ~~must be approved by~~ **will be submitted to** the Steering Committee **for approval** before proceeding with the project. ~~The workplan and budget will also be shared with the Standing Committee Co-Chairs for their input prior to Steering Committee approval.~~
 3. Workgroups are responsible for conducting their own meetings/conference calls. Workgroups will usually meet during NEANS Panel meetings.
 4. Workgroups can recruit their own membership. ~~There;~~ **there** is no limit ~~to~~ **on** the number of members a workgroup can recruit. Workgroup membership roles ~~must be submitted to~~ **will be shared with the** ANS AIS Program Manager ~~every time a change occurs~~. Individuals can serve on more than one Workgroup.
 5. Each Workgroup will ~~have a Chair or two Co-Chairs. Chairs/Co-chairs~~ **elect a lead or co-leaders**. ~~are selected by the body of the Workgroup.~~
 6. **Workgroup lead or co-leaders** will provide progress reports to the Panel at Panel meetings and ~~provide interim reports in between Panel meetings to the Steering Committee~~ on monthly Steering Committee conference calls. ~~All Workgroup reports will be shared with Standing Committee Co-Chairs.~~

ARTICLE 7 QUORUM

A quorum for conducting business at a NEANS Panel meeting will consist of at least: one Panel Co-chair; four state representatives (from four different states) and one representative of a U.S. federal agency, none of whom are serving in any other position that is needed to form a quorum. For example, a designated state representative who is also a Panel Co-chair cannot fill both positions when determining if a quorum is present.

ARTICLE 8 MEETINGS

Meetings are to be held twice a year. ~~Meeting at~~ locations ~~will rotate~~ **rotating** through the ~~various member~~ states/~~provinces~~ in the Northeast Region **and twice a year by conference call**. **Upon occasion, Panel meetings may be hosted by a member Canadian province or agency.** Locations for subsequent meetings can be selected by the Panel as a whole at the preceding meeting. ~~If the Panel is unable to select a location for a subsequent meeting, the Steering Committee will select future meeting locations by a majority vote.~~ If a quorum is not present, a meeting can still proceed, but no official business (e.g. election of officers) can take place. Any ~~business that is~~ **deferred Panel business due to** ~~because of~~ a lack of a quorum must be addressed by the Steering Committee **during its next call or meeting**.

ARTICLE 9 DECISION MAKING

A. **Voting.** ~~With the exception of funding related issues and elections, the NEANS Panel will make decisions with a defined consensus approach. Consensus refers to a decision making process by which an agreement is made by all members of a group, rather than a majority or a select group of representatives. To reach this agreement, the Panel will go through a non-hierarchical consensus process with assumptions, methods, and results that differ from traditional parliamentary or majority voting procedures. Essential elements include having a degree of trust among members, a common purpose, time to understand the question, problem or proposal carefully, a belief that each person has the right to be heard, and attention to the process used for arriving at decisions. A consensus decision represents a reasonable decision that all members of the group can accept. It is not necessarily the optimal decision for every individual. If a Panel member is not in agreement with a decision, he or she will have two options. The first option is for he or she to “stand aside” and let the minutes record the action. People choose to stand aside if they feel they need to do so for personal reasons. Standing aside does not stop the group from moving forward and implementing a decision. The other option is for he or she to “stand in the way” or “block” a decision. Blocking occurs when one or more individuals believe that the decision being reached will be detrimental to the group or organization. Whoever feels this way is obligated to stop the action from moving forward and to explain why. This individual is also required to propose an alternative to the decision they are blocking.~~

~~When the decision to be made regards funding, the consensus process will be used to come to a decision and then a formal vote will be taken.~~ **All Panel decisions will be determined by a simple majority vote by all members present who have voting rights; Canadian members can vote on any issue except those that involve funding.**

B. **Elections.**

1. ~~Panel Co-chairs are elected by the NEANS Panel. The first item of new business conducted by the Panel during the first meeting after the beginning of the fiscal year is the election of Panel Co-chairs.~~ **A new Co-chair is elected during the first meeting held after 1 October each year.** ~~The Senior-senior (non-retiring) Panel co-chair will call for nominations. Any NEANS Panel member can nominate or be nominated. After all nominations are in, each nominee will be given an opportunity to address the Panel. Following the nominees’ addresses, the Panel will vote on each nominee. The nominee receiving the most votes will be selected as the Panel Co-chair. If there is more than one nominee, each will be given an opportunity to address the Panel. Panel members will then designate their vote on paper and the nominee receiving the most votes will be selected as Panel Co-chair. If there is only one nominee, the acceptance of the nominee as Co-chair will be undertaken by simple majority vote.~~
2. ~~The new Panel Co-chair will assume~~ **the leadership** ~~position immediately following the election~~ **end of the Panel meeting.**
 3. ~~Standing Committee and Workgroup Chairs and Co-chairs~~ **leaders/co-leaders** ~~are elected by the Standing Committees and Workgroups. They will hold~~

~~elections at the first Standing Committee and Workgroup meetings during the first NEANS Panel meeting of the new fiscal year.~~ **their respective membership by a simple majority vote during their first meeting.**

ARTICLE 10 AMENDMENTS

These bylaws can be amended by a majority vote of the Panel.

ARTICLE 11 PAID CONTRACT STAFF

The NEANS Panel may contract with an ~~ANS~~ **AIS** Program Manager and other contractors ~~that they deem as deemed~~ **are required to fulfill the goals and objectives of the Panel.** The Panel Co-chairs will determine the duties and responsibilities, and compensation for paid staff will be detailed in an annual contract. **On behalf of the Panel, the NEANS Council will review and vote to approve all paid contracts.**

Appendix A. Objectives of the Northeast ANS Regional Panel

- 1) Provide regional coordination and leadership to federal, state, provincial, and tribal governments and commercial, private, and public organizations conducting invasive ANS programs or activities.**
 - A) Advise the ANS Task Force regarding national and regional priorities and projects. Respond to specific requests from the ANS Task Force providing regional perspectives and recommendations.
 - B) Encourage partnership among agencies and organizations to enhance efforts limited by financial or staff resources. Stimulate and strengthen partnership with stakeholders.

- 2) Provide regional support for and encourage commitment to state, provincial, and regional ~~ANS~~ Aquatic Invasive Species (AIS) policies.**
 - A) Secure the commitment of states and provinces within the geographic scope of the Panel to recognize the significance of ~~invasive ANS~~ AIS, elevate awareness, and advance efforts to develop and implement ~~ANS~~ AIS policies and management.
 - B) Develop and establish regional policy guidance to encourage consistency among the states and provinces within the geographic scope of the Panel.
 - C) Encourage states and provinces within the geographic scope of the Panel to develop and adopt ~~ANS~~ AIS policies.

- 3) Provide regional support for the use of regulatory and legislative authorities, when necessary, to prevent and control invasive ~~ANS~~ AIS.**
 - A) Encourage states and interstate organizations within the geographic scope of the Panel to develop and implement comprehensive ANS management plans. Encourage Canadian provinces to develop and implement similar management plans and to participate in developing and implementing plans for bi-national waters.
 - B) Develop guidance to assist states and provinces in evaluating existing legislative authorities and law enforcement practices.
 - C) Encourage states, provinces, and tribal authorities to develop and establish consistent legislation and enforcement to address invasive ~~ANS~~ AIS.

- 4) Increase ~~ANS~~ AIS awareness among all sectors of the public emphasizing the need for and importance of prevention.**
 - A) Stimulate legislative and resource manager awareness to promote the importance of ~~ANS~~ AIS and the implementation of prevention and eradication techniques.
 - B) Increase awareness among stakeholders emphasizing the critical role they can play in ~~ANS~~ AIS prevention.
 - C) Increase awareness among state, federal, and provincial law enforcement agencies with importation inspection responsibilities.
 - D) Increase awareness among the general public to advance general understanding of the harmful impacts associated with invasive species, to promote support from the public for increased funding to address invasive species issues, to foster proper use of prevention techniques, and to advance early detection and surveillance efforts through volunteer monitoring efforts.

- 5) Support and foster research initiatives that advance control, eradication, base line monitoring, and prevention of invasive ANS AIS. Support and foster research that contributes to the understanding of the biology, ecology, and potential impacts of invasive ANS AIS and the vectors by which they are dispersed.**
- A) Support ANS AIS inventory and assessment research initiatives in freshwater and marine ecosystems.
 - B) Support research studying species-specific biology, ecology, and control vulnerability to advance control and management of ANS AIS.
 - C) Support research exploring new prevention alternatives that could be easily conducted by the general public.
 - D) Support research investigating alternative control technologies.
 - E) Encourage funding agencies to support invasive € research.
- 6) Serve as a regional resource or clearinghouse to coordinate and promote information sharing among all the states and provinces within the geographic scope of the Panel.**
- A) Ensure that state, provincial, and regional information and data is available to resource agencies, stakeholders, and the public.
 - B) Provide a mechanism for researchers to share technical and scientific information with Panel member agencies and organizations for efficient dissemination to stakeholders and the public.
 - C) Ensure that information and data is shared with existing invasive ANS AIS clearinghouses or data centers (e.g. National Aquatic Nuisance Species Clearinghouse maintained by New York Sea Grant, National Nonindigenous Species Database maintained by US Geological Survey, Gainesville, FL).
- 7) Evaluate Panel progress and effectiveness to ensure the work of the Panel meets the needs of its members, is consistent with the Panel's Mission and Goals, add value to existing efforts, and contributes to the successful prevention, control, and management of invasive ANS AIS.**
- A) Prepare and submit an annual report summarizing the progress and accomplishments of the Panel to the ANS Task Force.
 - B) Prepare annual work plans outlining priority activities that the Panel and its committees will undertake.
 - C) Evaluate Panel membership as needed to ensure appropriate agencies, organizations, and stakeholders are represented.
 - D) Evaluate the Operational Framework of the Panel including the Mission, Goals, and Objectives as needed.

Adopted by the Northeast Aquatic Nuisance Species Panel on May 11, 2004

Amended by the Northeast Aquatic Nuisance Species panel on November 17, 2006

Amended by the Northeast Aquatic Nuisance Species Panel on November 10, 2009

Proposed changes

21 January 2013

Key:

Yellow = change

[Red] = insert

Blue = comment/question/suggestion and name of person making

Bylaws of the Northeast Aquatic Nuisance Species Panel

ARTICLE 1

ENABLING LEGISLATION

The Northeast Aquatic Nuisance Species Panel (hereafter NEANS Panel) was recognized in July 2001 under the provisions of the National Aquatic Nuisance Prevention and Control Act (NANPCA) of 1990 [reauthorized as the National Invasive Species Act (NISA) of 1996] by the approval of the Federal Aquatic Nuisance Species Task Force.

ARTICLE 2

MISSION, GOALS, AND OBJECTIVES

Mission: Protect the marine and freshwater resources of the Northeast from aquatic nuisance species (hereafter ANS) through commitment and coordinated action.

Goals:

- A. Prevent the introduction, establishment, and dispersal of invasive ANS in the Northeast.
- B. Control the spread of invasive ANS already introduced into the Northeast.
- C. Mitigate the harmful ecological, economic, social, and public health impacts associated with the introduction, establishment, or spread of invasive ANS in the Northeast.

Objectives: (see Appendix A)

ARTICLE 3

FISCAL MANAGEMENT

All funding for the NEANS Panel will be housed and managed by the Northeast Aquatic Nuisance Species Council, a 501(c)(3) not-for-profit organization. The NEANS Panel will operate on the same fiscal year as the Federal Government, from October 1 to September 30.

ARTICLE 4

MEMBERSHIP

The NEANS Panel shall be comprised [comprise] of Panel members and observers. *J. McPhedra/K. Hahnel*

Observers aren't true Panel members, are they? If they were, everyone at any meeting is a panelist.

J. McPhedran

- A. Panel members: Panel members are representatives from **Northeastern** [northeastern] state governments, U.S. federal government agencies, **Eastern Canadian** [eastern Canada] provincial governments, Canadian federal government agencies, trade, scientific, or professional associations/societies, non-government organizations, and academic institutes that have a significant interest or role in the prevention, control, or mitigation of ANS or their impacts. Members representing any Canadian organizations or government agencies may not vote on issues regarding funding. Members from U.S. organizations and government agencies have full voting rights. In the event that a member is unable to participate in a meeting or conference call of the full NEANS Panel, he or she may designate a proxy from the entity he or she represents to take his or her place. The member must submit a written statement (e-mail is acceptable) to the ANS program manager that states the proxy is designated to take the place of the absent member during a specified meeting or conference call. In the event that the member is not available to submit the written statement, a written statement may be submitted by the member's superior. This policy only applies to meetings or conference calls of the full NEANS Panel and not to the

Steering Committee. *J. McPhedran/K. Hahnel*

Why does a proxy not apply to a SC mtg or call? Decisions are made on the SC call and any rep of the SC on the call should have the ability to vote.

K. Hahnel

1. Northeastern States [states] and Provinces [provinces]. Each of the following states from the Northeastern [northeastern] region of the United States and Eastern Canadian Provinces [provinces from eastern Canada] may identify two representatives for NEANS Panel membership. The process for selecting representatives is to be determined by each state or province. *J. McPhedran/K. Hahnel*
 - a. Maine
 - b. Massachusetts
 - c. New Hampshire
 - d. Vermont
 - e. Rhode Island
 - f. Connecticut
 - g. New York
 - h. Quebec
 - i. New Brunswick
 - j. Nova Scotia
 - k. Prince Edward Island
 - l. Newfoundland and Labrador

Allow each state/province to have 3, not 2, reps unless there is an issue with USFWS. There have been questions about who is/isn't a true panelist. We want to encourage, not discourage Panel involvement. As evidenced by involvement at Panel meetings, we could benefit from having more people involved. Changing the reps from 2 to 3 could be a way to do.

J. McPhedran

Three reps might help membership but may lead to unintended consequences, e.g. if a small state/province only names two because of budget/staffing limitations, do they get chronologically short changed when voting? GLPanel has one member per state/province with alternate. Alternates can attend/be involved but no vote if the primary is at the mtg/on the call. Could we create extra alternates (more than one per jurisdiction) but allow only two votes?

M. Malchoff

Allow active participants to be members but without voting rights (unless voting member cedes in writing per current bylaws). This is more like the previous structure when co-chairs were members.

K. Hahnel

2. U.S. and Canadian Federal Government [Canada federal government] agencies. Each of the following agencies may designate a representative for NEANS Panel membership:
 - a. Agriculture Canada
 - b. U.S. Army Corps of Engineers (USACE)
 - c. Atlantic States Marine Fisheries Commission (ASMFC)
 - d. U.S. Coast Guard (USCG)
 - e. U.S. Department of Agriculture (USDA)
 - f. Canadian Department of Fisheries and Oceans

- g. Environment Canada
- h. U.S. Environmental Protection Agency (~~USEPA~~)
- i. U.S. Fish & Wildlife Service (~~USFWS~~)
- j. U.S. National Oceanic and Atmospheric Administration (NOAA)
- k. U.S. National Park Service (NPS)
- l. Transport Canada

J. McPhedran

- 3. Trade, scientific, or professional associations and societies, non-government organizations (NGOs), and academic institutes. The Panel will identify and recommend organizations in this category to the USFWS for membership.
 - 4. Terms. Panel members serve on the NEANS Panel at the pleasure of the State, Province, agency, NGO, or other organization that they represent. That represented agency will determine the length of the term of service for its representative.
- B. Observers. An observer is an individual who is not affiliated with NEANS Panel in any other manner, but is interested in attending meetings or other NEANS Panel functions. Observers are invited to participate in and contribute to discussions and participate in Committees and Workgroups, but do not vote on any matters before the Panel.

However “observers” are handled in the bylaws, they should be included because we encourage and recognize participation from non-Panelists.

J. McPhedran

All of article 4 makes no sense since it appears to serve no purpose. The organizational functions are defined for the Steering Committee in Article 6, and there is nothing that relates back to Panel membership and no role defined for members. Article 4 on members should be deleted. *J. Smith*

What is the role of the Panel members relative to the Steering Committee? Panel membership should not be limited in any way for anyone who wants to regularly participate in Panel meetings. We should always welcome observers but observers should not be allowed to vote. It is not clear what “members” vote on now, since it seems to be the Steering Committee that votes to decide Panel operations and members just rubberstamp the SC votes. *J. Smith*

ARTICLE 5 OFFICERS

The Officers shall consist of two Panel Co-chairs and an Immediate Past Co-chair.

- A. Panel Co-chairs. The Panel Co-chairs jointly preside over the operations of the NEANS Panel and the Steering Committee. Panel Co-chairs must be NEANS Panel members. They are responsible for calling meetings/conference calls of the Steering Committee, presiding over meetings, preparing the annual budget [**with the Steering Committee**], preparing contracts for paid NEANS Panel staff, and insuring that the NEANS Panel is working to accomplish its goals and objectives. Panel Co-chairs are chosen by the Panel members and serve for two-years as an active Co-Chair and one year as an Immediate Past Co-Chair. The terms of the two Co-Chairs are offset, so that both Co-chair positions do not come up for election in the same year. Any official NEANS Panel document must be signed by the Panel Co-chairs. The signature of both Panel Co-chairs is not required if the action represented by the document was discussed and approved by the Steering Committee at a meeting or conference call in which both Panel Co-chairs were present, the approval is documented in the meeting minutes, and the Co-chairs concur that only one of them needs to sign. Co-chairs may also delegate the signing of official NEANS Panel documents to the ANS Program Manager. The role of the Immediate Past Co-Chair is to aid in the transition of Co-Chairs and to follow through on initiatives that began during his or her term. The Immediate Past Co-Chair will participate on Steering Committee calls and assist the current Co-Chairs as needed.

J. McPhedran/K. Hahnel

- B. Treasurer. The role of the Northeast Aquatic Nuisance Species Panel Treasurer will be filled by the Treasurer of the Northeast Aquatic Nuisance Species Council.

It seems to make no sense that a Treasurer is mentioned since Article 2 states that funding will be managed by the Council. Mention of the Treasurer in the Panel by-laws should be deleted. J. Smith

ARTICLE 6 ORGANIZATION

The NEANS Panel is organized into a Steering Committee, Standing Committees, and project-specific Workgroups.

- A. Steering Committee. The Steering Committee is responsible for the governance of the NEANS Panel, including preparation and approval of the annual budget. The Steering Committee consists of the two Panel Co-chairs, the Immediate Past Co-Chair, one member from each state, one member from each Canadian province, two federal or non-governmental representatives, and one representative of the USFWS. If a Panel Co-Chair or Immediate Past Co-Chair is a representative of a state, he or she will also serve as the Steering Committee member for his or her state. If a Panel Co-Chair is a representative of a federal government agency or non-governmental organization, he or she will also serve as one of the two federal or non-governmental representatives on the Steering Committee. Canadian members may not vote on funding-related decisions. The Co-chairs of the Steering Committee will be the Panel Co-chairs.
1. Steering Committee meetings (or conference calls) should be scheduled periodically, usually every one to two months. Either Panel Co-chair can convene a Steering Committee meeting.
 2. As the governing body of the NEANS Panel, official business will be decided by consensus [(see Article 9)]. All decisions will be duly recorded in the meeting minutes. *J. McPhedran/K. Hahnel*
 3. A Quorum for the Steering Committee will consist of at least one Panel Co-chair and at least four other Steering Committee members who have full voting rights.

Assume there is no need to have proxy provision for a SC mtg.

J. McPhedran

- B. Standing Committees. Standing Committees are groups that are organized around a particular topic that is of interest to the NEANS Panel. Current Standing Committees are: Communication, Education, and Outreach; Policy and Legislation; Science and Technology; and Shipping. The role of the Standing Committees is to advise the Panel on issues related to the Standing Committee's area of expertise by suggesting a particular direction or project for the Panel. Standing Committees will brainstorm project ideas to be presented to the Panel. NEANS Panel Standing Committees may recruit their own members without regard for professional affiliation. The only requirements for Standing Committee membership are an interest in ANS management and a willingness to commit time to the Panel. **Standing Committee members do not need to be official Panel members.** Standing Committee members do not serve any specified term. The Standing Committee Co-chairs are authorized to approve requests for Standing Committee membership, and are responsible for keeping the ANS Program Manager advised of Standing Committee membership status. The ANS Program Manager will maintain a list of Standing Committee members in each Standing Committee and an email listserv for each Standing Committee. **Each Standing Committee shall have two Co-Chairs. Standing Committee Co-chairs do not need to be NEANS Panel members.** The Standing Committee Co-chairs are responsible for providing counsel for Panel initiatives. Standing Committee Co-chairs are chosen by the Standing Committee members and serve for two-year terms with no term limits. The terms for the two Co-Chairs are offset so that the Co-Chair positions do not come up for election at the same time. A Standing Committee Co-chair must advise the Steering Committee and the Standing Committee

membership of their intention to step down from the position two months prior to the end of his or her term to give the Standing Committee the opportunity to identify new candidates. **These sentences are repeats.** *K. Hahnel*

There has been considerable discussion around retaining standing committees when workgroups were added. Our mtgs focus on the workgroup structure rather than standing committee structure...do we still need standing committees? If so, can we simplify the structure and shorten the section? *J. McPhedran*

If individuals are committing to a Committee co-chair, then co-chairs should be considered Panel members. Anyone who takes on the added responsibility should be recognized as a member with full voting rights. *K. Hahnel*

- C. Workgroups. A Workgroup is a group organized to accomplish specific tasks or projects of the NEANS Panel. It will be created by the Panel to accomplish a specific objective or objectives. Its coordination will be performed by the Steering Committee. Workgroups are in existence only during the time that a particular project is being carried out. A workgroup is formed when a project idea is approved by the Panel and it is dissolved when the project is complete.
1. During Panel meetings, ideas for Panel projects will be proposed by Standing Committees and individual Panel members. Project proposals should include a draft workplan and budget[, and identify which Standing Committee(s) the workgroup is associated with]. The Panel will decide by consensus which projects will be funded. Immediately following approval of projects, Panel members will be asked to volunteer to join workgroups that will undertake these projects. *A. Bove*
 2. Once a Workgroup is formed, it will be responsible for finalizing the proposed budget and workplan to accomplish the task it has been assigned. The workplan and budget must be approved by the Steering Committee before proceeding with the project. The workplan and budget will also be shared with the Standing Committee Co-Chairs for their input prior to Steering Committee approval.

Are workgroup leads sharing plan and budget with Standing Committee Co-chairs for input prior to SC approval? *J. McPhedran*

3. Workgroups are responsible for conducting their own meetings/conference calls. Workgroups will usually meet during NEANS Panel meetings.
4. Workgroups can recruit their own membership. There is no limit to the number of members a workgroup can recruit. Workgroup membership roles must be submitted to the ANS Program Manager every time a change occurs. Individuals can serve on more than one Workgroup.
5. Each Workgroup will have a **Chair or two Co-Chairs. Chairs/Co-chairs** [lead or co-leaders. **Lead/co-leaders**] are selected by the body of the Workgroup. *A. Bove*
6. Workgroups will provide progress reports to the Panel at Panel meetings and provide interim reports in between Panel meetings to the Steering Committee on monthly Steering Committee conference calls. All Workgroup reports will be shared with Standing Committee Co-Chairs.

There is confusion and lack of clarity over the relationship between the Standing Committees and the Workgroups. There should be a clear path for a Steering Committee member to delegate a substitute if the "official" Steering Committee member is unable to make a conference call, since this is where most of the decisions are made. There has been a lot of confusion about this in the past. It also might be necessary to meet the quorum requirements at times, so the process should be clear. There is no mention of it at present. We already know that Canadians can't vote on budget items so that can be covered here and makes more

sense since this is where budget items are discussed and voted on. Article 9 covers the decision making process by consensus, so it should be clear that this is how the Steering Committee operates. Article 9 states that funding decisions are not made by consensus but there is no explanation why or how things should be voted on instead, although I assume it is because the Canadians can't vote on the budget things? Again, another point of confusion. *J. Smith*

ARTICLE 7 QUORUM

A quorum for conducting business at a NEANS Panel meeting will consist of at least: one Panel Co-chair; four state representatives (from four different states) and one representative of a U.S. federal agency, none of whom are serving in any other position that is needed to form a quorum. For example, a designated state representative who is also a Panel Co-chair cannot fill both positions when determining if a quorum is present.

ARTICLE 8 MEETINGS

Meetings are to be held twice a year. Meeting locations will rotate through the various [member] states/provinces in the Northeast Region. Locations for subsequent meetings can be selected by the Panel as a whole at the preceding meeting. If the Panel is unable to select a location for a subsequent meeting, the Steering Committee will select future meeting locations by a majority vote. If a quorum is not present, a meeting can still proceed, but no official business (e.g. election of officers) can take place. Any business that is deferred because of a lack of a quorum must be addressed by the Steering Committee. *J. McPhedran/K. Hahnel*

ARTICLE 9 DECISION MAKING

I do not think we are following this process as described here. We should or change to another decision making process. *J. McPhedran*

- A. With the exception of funding-related issues and elections, the NEANS Panel will make decisions with a defined consensus approach. Consensus refers to a decision making process by which an agreement is made by all members of a group, rather than a majority or a select group of representatives. To reach this agreement, the Panel will go through a non-hierarchical consensus process with assumptions, methods, and results that differ from traditional parliamentary or majority voting procedures. Essential elements include having a degree of trust among members, a common purpose, time to understand the question, problem or proposal carefully, a belief that each person has the right to be heard, and attention to the process used for arriving at decisions. A consensus decision represents a reasonable decision that all members of the group can accept. It is not necessarily the optimal decision for every individual. If a Panel member is not in agreement with a decision, he or she will have two options. The first option is for he or she to "stand aside" and let the minutes record the action. People choose to stand aside if they feel they need to do so for personal reasons. Standing aside does not stop the group from moving forward and implementing a decision. The other option is for he or she to "stand in the way" or "block" a decision. Blocking occurs when one or more individuals believe that the decision being reached will be detrimental to the group or organization. Whoever feels this way is obligated to stop the action from moving forward and to explain why. This individual is also required to propose an alternative to the decision they are blocking.

When the decision to be made regards funding, the consensus process will be used to come to a decision and then a formal vote will be taken.

B. Elections

1. Panel Co-chairs are elected by the NEANS Panel. The first item of new business

conducted by the Panel during the first meeting after the beginning of the fiscal year is the election of ~~Panel Co-chairs~~ [one new co-chair] The ~~Senior~~ [senior] (non-retiring) Panel co-chair will call for nominations. Any NEANS Panel member can nominate or be nominated. After all nominations are in, each nominee will be given an opportunity to address the Panel. Following the nominees' addresses, the Panel will vote on each nominee. The nominee receiving the most votes will be selected as the Panel Co-chair. *J. McPhedran/K. Hahnel*

2. The new Panel Co-chair will assume the position immediately following the election. *Is this what happens in practice? The retiring (by that time retired) co-chair continues to run that mtg and new co-chair assumes the position immediately following the meeting. J. McPhedran/K. Hahnel*

3. Standing Committee and Workgroup Chairs and Co-chairs are elected by the Standing Committees and Workgroups. They will hold elections at the first Standing Committee and Workgroup meetings during the first NEANS Panel meeting of the new fiscal year.

ARTICLE 10 AMENDMENTS

These bylaws can be amended by a majority vote of the Panel.

ARTICLE 11 PAID CONTRACT STAFF

The NEANS Panel may contract with an ANS Program Manager and other contractors that they deem are required. The Panel Co-chairs will determine the duties and responsibilities, and compensation for paid staff will be detailed in an annual contract.

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 - B) Encourage partnership among agencies and organizations to enhance efforts limited by financial or staff resources. Stimulate and strengthen partnership with stakeholders.
- 2) **Provide regional support for and encourage commitment to state, provincial, and regional ANS policies.**
 - A) Secure the commitment of states and provinces within the geographic scope of the Panel to recognize the significance of invasive ANS, elevate awareness, and advance efforts to develop and implement ANS policies and management.
 - B) Develop and establish regional policy guidance to encourage consistency among the states and provinces within the geographic scope of the Panel.
 - C) Encourage states and provinces within the geographic scope of the Panel to develop and adopt ANS policies.
- 3) **Provide regional support for the use of regulatory and legislative authorities, when necessary, to prevent and control invasive ANS.**
 - A) Encourage states and interstate organizations within the geographic scope of the Panel to develop and implement comprehensive ANS management plans. Encourage Canadian provinces to develop and implement similar management plans and to participate in developing and implementing plans for bi-national waters.
 - B) Develop guidance to assist states and provinces in evaluating existing legislative authorities and law enforcement practices.
 - C) Encourage states, provinces, and tribal authorities to develop and establish consistent legislation and enforcement to address invasive ANS.
- 4) **Increase ANS awareness among all sectors of the public emphasizing the need for and importance of prevention.**
 - A) Stimulate legislative and resource manager awareness to promote the importance of ANS and the implementation of prevention and eradication techniques.
 - B) Increase awareness among stakeholders emphasizing the critical role they can play in ANS prevention.
 - C) Increase awareness among state, federal, and provincial law enforcement agencies with importation inspection responsibilities.
 - D) Increase awareness among the general public to advance general understanding of the harmful impacts associated with invasive species, to promote support from the public for increased funding to address invasive species issues, to foster proper use of prevention techniques, and to advance early detection and surveillance efforts through volunteer monitoring efforts.
- 5) **Support and foster research initiatives that advance control, eradication, base line monitoring, and prevention of invasive ANS. Support and foster research that contributes to the understanding of the biology, ecology, and potential impacts of invasive ANS and the vectors by which they are dispersed.**
 - A) Support ANS inventory and assessment research initiatives in freshwater and marine ecosystems.
 - B) Support research studying species-specific biology, ecology, and control vulnerability to advance control and management of ANS.
 - C) Support research exploring new prevention alternatives that could be easily conducted by the general public.
 - D) Support research investigating alternative control technologies.
 - E) Encourage funding agencies to support invasive ANS research.
- 6) **Serve as a regional resource or clearinghouse to coordinate and promote information sharing among all the states and provinces within the geographic scope of the Panel.**
 - A) Ensure that state, provincial, and regional information and data is available to resource agencies,

stakeholders, and the public.

- B) Provide a mechanism for researchers to share technical and scientific information with Panel member agencies and organizations for efficient dissemination to stakeholders and the public.
- C) Ensure that information and data is shared with existing invasive ANS clearinghouses or data centers (e.g. National Aquatic Nuisance Species Clearinghouse maintained by New York Sea Grant, National Nonindigenous Species Database maintained by US Geological Survey, Gainesville, FL).

7) Evaluate Panel progress and effectiveness to ensure the work of the Panel meets the needs of its members, is consistent with the Panel's Mission and Goals, add value to existing efforts, and contributes to the successful prevention, control, and management of invasive ANS.

- A) Prepare and submit an annual report summarizing the progress and accomplishments of the Panel to the ANS Task Force.
- B) Prepare annual work plans outlining priority activities that the Panel and its committees will undertake.
- C) Evaluate Panel membership as needed to ensure appropriate agencies, organizations, and stakeholders are represented.
- D) Evaluate the Operational Framework of the Panel including the Mission, Goals, and Objectives as needed.

Adopted by the Northeast Aquatic Nuisance Species Panel on May 11, 2004

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