

UNITED STATES ENVIRONMENTAL PROTECTION AGENCY CHARTER

Great Lakes Advisory Board

1. **Committee's Official Designation:**

Great Lakes Advisory Board

2. **Authority:**

The Great Lakes Advisory Board charter is renewed in accordance with the provisions of the Federal Advisory Committee Act (FACA), 5 U.S.C. App. 2. The Advisory Board is in the public interest and supports the Administrator of the U.S. Environmental Protection Agency (EPA) in performing her duties and responsibilities as Chair of the Great Lakes Interagency Task Force.

3. **Objectives and Scope of Activities:**

The Advisory Board will provide advice and recommendations on matters related to the Great Lakes Restoration Initiative. The Advisory Board will also advise on domestic matters related to implementation of the U.S.–Canada Great Lakes Water Quality Agreement.

The major objectives will be to provide advice and recommendations on:

- a. Great Lakes protection and restoration policy.
- b. Long term goals and objectives for Great Lakes protection and restoration.
- c. Annual priorities to protect and restore the Great Lakes that may be used to help inform budget decisions.
- d. Issues addressed by the Great Lakes Interagency Task Force.

4. **Description of Committee's Duties:**

The duties of the Advisory Board are solely to provide advice and recommendations to the EPA Administrator.

5. **Official(s) to Whom the Committee Reports:**

The Advisory Board will report its advice and recommendations to the EPA Administrator in her capacity as Chair of the Great Lakes Interagency Task Force (established by Executive Order 13340 (May 18, 2004)).

6. Agency Responsible for Providing the Necessary Support:

EPA will be responsible for financial and administrative support. Within EPA, this support will be provided by the Great Lakes National Program Office.

7. Estimated Annual Operating Costs and Person-Years:

The estimated annual operating cost of the Advisory Board and its Science and Information Subcommittee is \$250,000, which includes 1.7 person-years of support.

8. Designated Federal Officer:

A full-time or permanent part-time employee of EPA will be appointed as the Designated Federal Officer (DFO). The DFO or a designee will be present at all meetings of the advisory committee and subcommittees. Each meeting will be conducted in accordance with an agenda approved in advance by the DFO. The DFO is authorized to adjourn any meeting when he or she determines it is in the public interest to do so and will chair meetings when directed to do so by the official to whom the committee reports.

9. Estimated Number and Frequency of Meetings:

The Advisory Board expects to meet in person or by electronic means (e.g., telephone, videoconference, webcast, etc.) approximately four (4) times a year and its subcommittee expects to meet approximately four (4) times a year or as needed and approved by the DFO. EPA may pay travel and per diem expenses when determined necessary and appropriate.

As required by FACA, the Advisory Board will hold open meetings unless the EPA Administrator determines that a meeting or a portion of a meeting may be closed to the public in accordance with 5 U.S.C. 552b(c). Interested persons may attend meetings, appear before the committee as time permits, and file comments with the Advisory Board.

10. Duration and Termination:

The Advisory Board will be examined annually and will exist until the EPA determines the committee is no longer needed. This charter will be in effect for two years from the date it is filed with Congress. After this period, the charter may be renewed as authorized in accordance with Section 14 of FACA.

11. Member Composition:

The Advisory Board will be composed of approximately 15 members who will serve as representative members, Regular Government Employees (RGEs), or Special Government Employees (SGEs). In selecting members, EPA will consider candidates from a broad range of interests relating to the Great Lakes, including but not limited to, environmental groups, business, agricultural groups, environmental justice groups, foundations, academia, and state, local and tribal governments.

12. Subgroups:

EPA, or the Advisory Board with EPA's approval, may form subcommittees or workgroups for any purpose consistent with this charter. Such subcommittees or workgroups may not work independently of the chartered committee and must report their recommendations and advice to the chartered Advisory Board for full deliberation and discussion. Subcommittees or workgroups have no authority to make decisions on behalf of the chartered committee nor can they report directly to the EPA.

13. Recordkeeping:

The records of the Advisory Board, formally and informally established subcommittees, or other subgroups of the Advisory Board, will be handled in accordance with NARA General Records Schedule 6.2 and EPA Records Schedule 1024 or other approved agency records disposition schedule. Subject to the Freedom of Information Act, 5 U.S.C. 552, these records will be available for public inspection and copying, in accordance with the Federal Advisory Committee Act.

May 12, 2016

Agency Approval Date

May 19, 2016

GSA Consultation Date

June 13, 2016

Date Filed with Congress