

United States Coral Reef Task Force (USCRTF)

Resolution XX.1

1. **Title:** USCRTF Framework for Fiscal Years (FY) 2022-FY 2026 Priority Action
2. **Responsible Party:** Implementation of this resolution will take full United States Coral Reef Task Force (USCRTF) Steering Committee staff engagement with support from Principal members. The USCRTF Secretariat will serve as lead for coordination. Individual USCRTF member contributions are noted in the specific action items listed below.
3. **Background:** The USCRTF, established in 1998 by Presidential Executive Order 13089, works as an effective intergovernmental body promoting a holistic, ecosystem-based approach to preserve and protect coral reefs and facilitating coordination and integration across the federal government to support federal, state, territorial, commonwealth, tribal, local, and regional management of coral reef ecosystems, now and into the future.
4. **Issue Statement:** Coral reefs in the U.S. and worldwide are in jeopardy. Healthy coral reef ecosystems are among the most biologically diverse and economically valuable ecosystems on Earth, containing more than 25% of all marine species¹ and the total economic value of coral reef services for the U.S. was conservatively valued at just over \$3.4 billion/year² in a 2013 NOAA Coral Reef Conservation Program publication. A 2019 study from the U.S. Geological Survey values annual flood protection benefits from U.S. coral reefs as protecting more than 18,100 people and saving \$1.8 billion in averted damages to property and economic activity³. However, coral reef ecosystems are facing significant imminent threats to their integrity and survival. The resulting loss of coral reef services, such as nutrition and protein sources from small-scale fisheries (food security), and coastal protection from increasingly intense storms, compounds the vulnerabilities of frontline coastal and island communities in the U.S. that may have limited options to adapt. The USCRTF recognizes the urgent need for support and action to improve coral reef management and science and to reduce threats to coral reef ecosystems and the human communities that rely on them, including restoration of these ecosystems and their important functions. The USCRTF continues to foster efforts to reduce or eliminate stressors to make reef ecosystems more resilient in the face of climate change, ocean acidification, disease, and impacts from natural disasters and unmanaged human activity.

Multiple studies have demonstrated that reef communities protected from local stressors are healthier, provide more services (fisheries, tourism, protection from storm damage), and are

¹ Reaka-Kudla, M. L. 1997. The global biodiversity of coral reefs: A comparison with rainforests. In: Reaka-Kudla, M. L., D. E. Wilson, and E. O. Wilson (eds.), *Biodiversity II: Understanding and Protecting Our Natural Resources*, pp. 88-108. Joseph Henry/Nat. Acad. Press, Washington, D.C.

² Brander, L., and P. van Beukering. 2013. *The Total Economic Value of U.S. Coral Reefs: A Review of the Literature*, p. 20. NOAA Coral Reef Conservation Program, Silver Spring, MD: NOAA.

³ Storlazzi, C.D., Reguero, B.G., Cole, A.D., Lowe, E., Shope, J.B., Gibbs, A.E., Nickel, B.A., McCall, R.T., van Dongeren, A.R., Beck, M.W., 2019, Rigorously valuing the role of U.S. coral reefs in coastal hazard risk reduction: U.S. Geological Survey Open-File Report 2019-1027, doi: 10.3133/ofr20191027

more likely to recover after disturbance events. Climate change and ocean acidification are already damaging coral reefs around the world and in the U.S., and coral reefs may not survive to the end of this century at projected levels of carbon dioxide (CO₂) emissions. As atmospheric CO₂ increases, conservation, adaptation, and restoration options for coral reefs and related ecosystems become fewer and less effective. This reinforces the urgent need to act boldly to secure precious time for coral reef ecosystems to adapt to changing conditions. This can be done, in part, through increased protection from land and marine pollution, disease, unsustainable fishing practices, coastal development, and other stressors known to reduce the health and sustainability of coral reef ecosystems across the U.S.

It is clear that the USCRTF, with partners, must significantly increase our collective efforts to address threats to coral reefs. The USCRTF recommit to its call for immediate action to respond to threats and meet the challenges confronting our coral reef ecosystems and the communities that depend upon them. The USCRTF will act as a leading intergovernmental body continuing to facilitate the implementation of both national scale efforts, and local, on-the-ground efforts in the US Pacific, Gulf, and Atlantic/Caribbean regions and Freely Associated States. To enhance our effectiveness within the context of national and local actions, the USCRTF will identify strategic and targeted priorities for FY22-FY26 and remain committed to conducting results-oriented actions that preserve and protect coral reefs, now and into the future. It is essential that USCRTF members provide strong leadership and actively engage in a vision and collective voice for coral reef conservation and protection. The USCRTF must also continue to maintain a comprehensive and collaborative framework to carry out America's stewardship responsibilities for coral reefs. This framework will provide strong leadership, a common vision, and a unified voice for exemplary coral reef stewardship.

5. Statement Decision: To fulfill the intent of this resolution, the USCRTF will:

Strategic USCRTF Priorities FY22-26

1. Ensure alignment with each member's (federal, state, commonwealth, and territorial) administration policies regarding oceans and coastal science:
 - a. Identify interagency and intergovernmental priority actions and projects related to conserving and protecting coral reef ecosystems in the Pacific, Gulf, and Atlantic/Caribbean regions.
 - b. Collaborate with jurisdictions to implement results-oriented scientific and management actions to revitalize coral reef ecosystems and promote resilience.
 - i. Protect coral reef ecosystems from global and local threats, including increasing sea-surface temperatures, ocean acidification, effects of increasingly intense storms, land-based sources of pollution, disease, unsustainable fishing practices, and coastal development.
 - ii. Mitigate localized sources of stress and restore coral reef ecosystems to aid in resilience-based recovery from the effects of these stressors.
 - iii. Work with FEMA, Army Corp of Engineers, other federal agencies, as well as state, territorial, commonwealth, and local agencies, to protect and

- restore coral reef ecosystems as part of mitigation planning as well as for pre-disaster mitigation and post-disaster restoration.
 - c. Support U.S. All Islands Coral Reef Committee (AIC) jurisdictional engagement to ensure efforts implemented are complementary and well-integrated with existing state and territory laws, regulations, and policies.
- 2. Advance information sharing and promote joint action on topics involving trans-jurisdictional issues.
 - a. Develop working groups around trans-jurisdictional issues. Use existing Working Groups to increase states/territories focus on trans-jurisdictional issues.
 - b. Convene discussions at state, territory, and commonwealth-focused meetings on one or two key issues within that host jurisdiction, and include lessons learned from other jurisdictions on key issues.
 - c. Increase effective communication and information sharing between federal and jurisdictional members of the USCRTF on trans-jurisdictional topics.
- 3. Build the capacity of members and partners to better utilize science to address key threats and support priority management decision-making, actions, and resource-focused outcomes.
 - a. Continue to actively share methods, findings, and information to help align coral reef research activities with management needs and priorities. Improve resource-focused outcomes, enhance coordination, avoid duplication, identify gaps, and promote joint research activities related to coral reef ecosystems.
 - b. Identify effective and available leaders for specific action items that will deliver measurable results and outcomes.
 - c. Increase effective communication among USCRTF members to better share information and resources for capacity-building in key areas of science and management decision-making.
- 4. Use new and existing partnerships including but not limited to the International Coral Reef Initiative, Coral Restoration Consortium, National Fish and Wildlife Foundation, Reef Resilience Network, the Resilient Reefs Initiative, and Australia's Reef Restoration and Adaptation Program, to meet the goals of the USCRTF and enhance the understanding and consideration of the issues facing coral reef ecosystems.
- 5. FY22-FY26 activities include:
 - a. Continue to host scientific discussions on targeted science-to-management gaps and needs.
 - b. Ensure activities undertaken are related to place-based partnerships, and trans-jurisdictional issues are informed by science.
 - c. As priorities are identified, bring together scientific activities to address important coral reef management needs across respective USCRTF agencies and jurisdictions.
 - d. Develop a strategic plan to increase effective communications and engagement, particularly information sharing across USCRTF member agencies, jurisdictions, stakeholder communities and key public audiences (e.g., academia, NGOs, Foundations, industry, and others).

Targeted USCRTF Priorities FY22-FY26

1. Working Group Objectives

a. **Watershed Working Group**

- i. Purpose of Working Group: The Watershed Working Group (WWG) was established to spearhead the USCRTF's Watershed Partnership Initiative (WPI). The goal of the WPI is to address land-based sources of pollution (LBSP) in watersheds located upstream of priority coral reef areas and ensure that the resources contributed are being applied effectively and are having the intended impact on watershed management, water quality issues impacting coral reef ecosystems, and building an informed and engaged community.
- ii. Typical Activities: The WWG focuses its efforts with the jurisdictions on watershed/reef characterization, identification of land-based stressors impacting the adjacent coral reefs, watershed management plan development and implementation, monitoring/evaluation to demonstrate results, and capacity building to ensure long-term local governance for ongoing watershed management activities.
- iii. Addressing WPI sites' science needs
 1. WWG will work to identify gaps in scientific understanding, technology needs, and site-specific assessments that will be necessary to protect and preserve corals from the threats posed by LBSP; especially in light of increased impacts due to climate change e.g., (coastal erosion due to sea level rise, increased runoff due to more intense storm events, etc.). To this end, the WWG will actively promote relevant science within the USCRTF membership and committees. Additionally, members will conduct strategic in-reach and look for alignments within their agencies to identify appropriate programs and personnel who have the expertise to address the science needs in the priority sites of the WPI and provide that information directly to jurisdictions or on WWG calls.
- iv. Evaluating the success of the WPI and selecting new WPI sites
 1. Assist coastal managers, coral reef managers, and watershed coordinators with developing a comprehensive monitoring/evaluation plan.
 2. Assess the success of implemented interventions within the WPI Sites by utilizing the Priority Ecosystem Indicators, Programmatic Checklist, and the Social Metrics worksheets developed by the WWG Metrics Subcommittee.
 3. Work with coral managers to graduate the three current WPI sites in Guánica, Puerto Rico; West Maui, Hawai'i; and Faga'alu, American Samoa.
 4. In collaboration with the AIC, refine a site selection process for the jurisdictions to nominate candidate sites for the WPI. Facilitate the

Steering Committee and the Principals in selecting new WPI sites using this process.

- v. Capacity building, outreach, and collaboration
 1. Assist coastal managers, coral reef managers, and watershed coordinators with applying the Sustainability Plan Template to determine how ongoing operational expenses will be sustained long-term to accomplish the goals and objectives outlined in the watershed management plan.
 2. Build capacity within other jurisdictional watershed sites by providing educational and training opportunities, hosting workshops, and sharing lessons learned.
 3. Continue to engage the WWG through monthly calls, biannual meetings, and workshops at jurisdictional meetings.
 4. Report to the USCRTF Steering Committee and collaborate across the USCRTF's Working Groups to foster local partnerships and strategies for on-the-ground action to conserve coral reefs.

b. Climate Change Working Group:

- i. Purpose of Working Group: The purpose of the Climate Change Working Group (CCWG) is to assist USCRTF federal, state, territory federal, territory, commonwealth, and local federal agencies, working groups, and partners in assessing vulnerabilities and developing adaptations to address the direct and interactive effects of climate change on coral reef ecosystems. Climate change and ocean acidification continue to intensify as global threats to coral reefs, with ongoing and accelerating declines in coral reef ecosystems driving a rising urgency to design and implement climate change adaptation measures that will enable successful management in light of these changes. This requires accounting for, and adjusting to, the effects of climate change and changing ocean chemistry across all coral reef conservation, mitigation, and restoration efforts. Only by understanding and adapting to the effects of these ecological stressors will it be possible to meet the USCRTF mandate to protect and enhance the condition of coral reef ecosystems and safeguard their sustainability for future generations. And while these efforts remain urgent and important, slowing the pace and severity of climate change is critical to achieving our collective goals.
- ii. Typical Activities: CCWG members work within and across federal and local government agencies and local communities to support awareness of the effects of climate change on coral reef ecosystems, and implications for effective management. Members collaborate with partners to implement climate-smart adaptation in coral reef management and restoration, monitor coral bleaching events and trends, and provide sound science to inform policy changes to address climate change.
- iii. Adaptation Planning: Engage in follow-on efforts of the Corals & Climate Adaptation Planning Project to assist managers in using climate-smart

tools such as the Adaptation Design Tool to adapt to climate change, including direct effects from bleaching and sea level rise, as well as exacerbating effects from interactions with local stressors such as nutrient and sediment runoff.

- iv. Changing Ocean Chemistry: Support awareness, scientific discussions, partnerships, and methods to account for the effects of “ocean acidification” and other chemical changes in the marine environment as an additional interacting stressor with implications for climate change adaptation.
- v. Restoration: Work with the Restoration Working group to integrate adaptation design into ongoing restoration planning and training activities, including through promulgation of *A Manager’s Guide to Coral Reef Restoration Planning and Design*⁴.
- vi. Communication: Engage in communication and information-sharing with USCRTF Steering Committee, Working Group, jurisdictional members, and the public through topical webinar presentations, task force meeting panels and other venues for discussions linking climate change adaptation to key issues of USCRTF concern.
- vii. Integration: Engage and work with all Working Groups to support consideration of climate change and integration of climate-smart adaptation in all efforts and products of the USCRTF.

c. Restoration Working Group:

- i. Purpose of Working Group: The Restoration Working Group will work within and across federal and local government agencies to take economical and effective actions to aid coral restoration and recovery in US Coral Reef Jurisdictions.
- ii. Typical Activities: Members of the Restoration Working Group, through the study of resilience of coral reefs and the application of proven coral interventions, work to rapidly restore coral reef ecosystems at scale, even as environmental conditions deteriorate. In addition, the group looks to carefully streamline regulatory hurdles where possible to help achieve restoration targets and goals.
- iii. Support jurisdictional restoration planning and implementation:
 - 1. Establish coral reef restoration teams responsible for developing and implementing coral reef restoration action plans.
 - 2. Support the development of a restoration action plan for each jurisdiction by the end of 2023.
 - 3. Further socialization and application of *A Manager’s Guide to Coral Reef Restoration Planning and Design*.
 - 4. Coordinate with Coral Restoration Consortium Management Working Group to identify priority products and expand outreach

⁴ Shaver E C, Courtney C A, West J M, Maynard J, Hein M, Wagner C, Philibotte J, MacGowan P, McLeod I, Boström-Einarsson L, Bucchianeri K, Johnston L, Koss J. 2020. A Manager's Guide to Coral Reef Restoration Planning and Design. NOAA Coral Reef Conservation Program. NOAA Technical Memorandum CRCP 36, 120 pp. <https://doi.org/10.25923/vht9-tv39>

- efforts on best practices to specifically include management and mitigation practices that will support the sustainability of restoration activities.
5. Collaborate with the CCWG to integrate adaptation design into ongoing restoration planning and training activities.
 6. Continue and expand partnerships with academia, NGOs, and others to help fund and implement jurisdictions' restoration goals.
- iv. Identify, prioritize, and amplify/apply research and utilize data
1. Identification of analysis and research gaps that need to be addressed for coral work and restoration.
 2. Communicate prioritized R&D needs to G20 Coral R&D Platform, Coral Restoration Consortium and other entities conducting coral restoration research.
 3. Incorporate recommendations from the National Academy of Science's *Interventions to Increase the Resilience of Coral Reefs* into restoration plans and activities where appropriate.
- v. Identify and coordinate streamlined approaches tailored to accommodate the expected upscaling necessary for effective federal, state, and local regulatory permitting.
1. Work with jurisdictional coral reef restoration teams to identify current and future consultation and permitting needs. This effort should include review of requirements identified in the USCRF Mitigation Handbook and checks with identified regulatory agencies for any updates. Jurisdictional restoration planning groups are encouraged to ensure that local, state, and federal permitting expertise is built into their planning efforts.
 2. Identify permitting options for expected coral reef restoration activities with respective permitting agencies that establish programmatic consultations/permits issued using best management practices or umbrella agreements. The intent is to streamline current authorizations while establishing protocol that will cover future work or at a minimum significantly reduce the administrative requirements and timelines to obtain authorization while maintaining sound environmental standards.
 3. Identify desirable coral restoration practices that may require regulatory or policy changes and begin coordination with appropriate agencies to coordinate and implement a course of action.
- vi. Identify funding and partnership opportunities
1. Identify funding and partnership opportunities for various activities in blue sky/steady state conditions and post-natural disaster contexts.
 2. Identify programs that can fund coral reef restoration and/or rehabilitation and develop guidance and tools for accessing project

funding based on ecosystem services such as coastal hazard risk reduction (e.g., FEMA, USACE, NOAA, etc.).

d. Enforcement Working Group:

- i. Purpose of Working Group: The Enforcement Working Group seeks to enhance local and regional emergency response capabilities, strengthen and standardize enforcement and damage assessment actions, and, where needed, develop additional legal authorities and improve domestic law enforcement of illegal coral reef species trade.
- ii. Develop a small task team to identify actionable steps that can be taken by the USCRTF to address issues related to enforcement.
- iii. Utilize the recently compiled jurisdictional Capacity Assessments to identify impediments to achieving compliance in the jurisdictions.
- iv. Determine if additional analyses and threats assessments could yield a clearer statement of needs and allow agencies and organizations to better align support to address those needs.
- v. Support legal fellows and improve regulatory frameworks, capacity building, and training.

e. Mitigation and Damage Prevention Working Group:

- i. Purpose of Working Group: This working group was formed in response to a USCRTF resolution to improve the performance of resource agencies and share mitigation and restoration tools, techniques, and lessons learned.
- ii. As needed, update with best practices on large-scale construction and disease prevention and other mitigation tools. Incentivize use of nurseries.

f. Coral Disease Working Group:

- i. Purpose of Working Group: The Coral Disease Working Group will provide support for local response, mitigation, and prevention efforts, and enhance coordination among activities occurring at the national level. Complementing the role of the Coral Disease and Health Consortium, which facilitates collaboration among the scientific community, the group will support coordination on national level policy and management action to support coral disease prevention, detection and response among federal agencies and jurisdictions. The Coral Disease Working Group will build upon existing stony coral tissue loss disease (SCTLD) response partnerships to facilitate communication across agencies and jurisdictions, including prevention of the spread of SCTLD to Pacific coral reefs.
 1. Disease is one of the most significant and growing threats to tropical coral reefs around the globe. In particular, a multi-year outbreak of SCTLD has caused unprecedented damage to Atlantic-Puerto Rico Caribbean coral reef ecosystems and poses a looming risk to as-yet unaffected reefs in the Indo-Pacific. Coordinated, strategic action is needed to address the grave and

mounting threat posed by the continued spread of SCTLD and other coral diseases.

- ii. Facilitate Effective Collaboration and Communication on Coral Disease Status and Response Efforts Among Federal Agencies and Jurisdictions:
 - 1. Keep USCRTF and Steering Committee members informed of SCTLD status, response efforts, and resources needed. Promote strategies to enhance engagement on SCTLD.
 - 2. Standardize messaging, develop joint communication strategies, and distribute educational materials regarding coral disease response, preparedness, and preventing transmission.
 - 3. Serve as a venue for communication, coordination, and sharing of information, resources, and experience regarding SCTLD among jurisdictional and federal management entities across the U.S. coral jurisdictions.
- iii. Build Capacity for Coral Disease Prevention, Preparedness, and Response:
 - 1. Work with USCRTF agencies to align agency resources (technical and financial) with on-the-ground needs and promote interagency collaboration. Identify and share additional funding and resourcing opportunities.
 - 2. Share lessons learned from across jurisdictions to inform response and prevention efforts.
 - 3. Support surveillance, identification, and rapid response efforts in as-yet-unaffected regions.
- iv. Prevent the Transmission of Stony Coral Tissue Loss Disease
 - 1. Coordinate with efforts being led by the Environmental Protection Agency, US Coast Guard, NOAA and other agencies and partners to better understand and mitigate potential SCTLD vectors.
 - 2. Identify and advance initiatives that prevent the transmission of SCTLD.
 - 3. Consider various policy and regulatory options that could help prevent the further spread of SCTLD both within affected and to vulnerable jurisdictions.
- g. **Fisheries / Ecosystem Management:**
 - i. Purpose of Working Group: In 2000, the USCRTF adopted a Coral Reef Conservation Act that identified 13 threats, and the National Coral Reef Action Plan of 2002 narrowed focus to three National coral reef management target threats: Land Based Sources of Pollution, Climate Change, and Unsustainable Fishing Practices. More recently, Coral Reef Restoration has been added as a fourth management target. Over the years, it has been difficult to find success in the area of sustainable fisheries, as this is the only priority threat that is a consumptive resource, making it a much more challenging issue when needing to include social, cultural, and extraction considerations into management. In addition, the concept of fisheries management for coral reefs has evolved considerably during this

- time to focus on ecosystem approaches, recognizing that healthy fisheries are an important part of a complete and functioning coral reef ecosystem.
- ii. Typical activities: This working group seeks to improve federal partnerships in supporting jurisdictions in developing and implementing sustainable fisheries management plans. This working group is co-chaired by the Steering Committee Point of Contact or a representative they appoint from one of the seven jurisdictional areas and a representative from NOAA Fisheries.
 - iii. This working group develops and maintains a sustainable management framework focus. This will require building working group membership across the jurisdictions and included key federal partners.
 - iv. Work with partners to develop and support sustainable fisheries plans as part of a healthy habitat matrix.
2. Jurisdiction and All Islands Coral Reef Committee (AIC) Coral Reef Management Priorities and Emerging Issues:
 - a. Continue to help address jurisdictional coral reef management and AIC priorities, including strengthened federal-jurisdiction partnerships integration and communication, and a concentration on place-based and resource-focused outcomes.
 - b. Continue to help address coral reef-related emerging issues (e.g., crown-of-thorns starfish and other invasive species, coral disease outbreak such as SCTLD prevention and response).
 - c. Support research and evaluation of water quality parameters to better preserve the health of coral reefs.
 3. Support reauthorization of the Coral Reef Conservation Act (CRCA)
 - a. Provide appropriate modifications to reflect USCRTF members recommendations.
 - b. Identify agreed-upon priorities for a reauthorized CRCA and develop common messages to be used in communications materials.
 4. Support efforts to identify and resolve regulatory challenges with innovative coral interventions, as referenced in the *A Decision Framework for Interventions to Increase the Persistence and Resilience of Coral Reefs 2019*.

Internal Business

1. Results-oriented focus: Actions and efforts of the USCRTF, its committees and working groups, are results-focused and help achieve the goals of the USCRTF to preserve and protect coral reefs.
 - a. Develop results-focused and decision-oriented meeting agendas that encourage healthy discussions on important issues and priorities.
 - b. Ensure effective engagement of key partners and stakeholders as important components to a results-oriented meeting.

- c. Hold Executive Sessions with USCRTF members to discuss and come to consensus on specific actions/decisions related to important issues and priorities.
 - d. Host decision-making results-focused working sessions at the Steering Committee and Working Group level to accomplish work plan action items.
 - e. Ensure any actions of the USCRTF, Steering Committee, Working Groups, and subcommittees are aligned with the overall goals of the USCRTF.
 - f. Require working groups and committees to report out to the Steering Committee on work conducted since the last meeting, and to provide an update on pending work products.
 - g. Identify and agree upon topics for discussion at USCRTF meetings at least one meeting in advance to enhance USCRTF member engagement and potential action towards results.
2. Appropriate Member Engagement:
- a. Ensure USCRTF members (or representatives) at Business Meetings and Executive Sessions have the appropriate decision-making authority.
 - b. Ensure USCRTF members are briefed and kept apprised of main issue areas, priorities, and progress towards goals.
3. Strategic Planning:
- a. Engage in strategic planning to set the course for attainment of USCRTF tasks and goals articulated in Executive Order 13089 and tailored to the FY22-FY26 performance period by this resolution, to effectively preserve and protect coral reef ecosystems for future generations. Based on the outcome of this strategic planning process, the USCRTF will reevaluate Resolution 44.1 to determine if an amendment or separate superseding resolution is necessary.
 - b. Commitment to discuss the organizational structure of USCRTF at the next in-person USCRTF meeting to evaluate efficiency.
 - i. Steering Committee
 - ii. Working Groups
4. Communications, Education, and Outreach:
- a. Integrate Communications, Education and Outreach strategies to develop a strategic plan for communications. and integrate this plan with the Steering Committee and Working Groups

The strategic plan would: (i) identify/list the key messages the USCRTF and WGs wish to promote and communications and engagement activities to be conducted (e.g., training, events), (ii) identify the specific audiences to be targeted for the messages and activities, both internal and external, and (iii) draft a list of short, mid- and long- term (10 year+) activities for each audience. These audiences include the USCRTF Steering Committee, Working Groups and jurisdictional members. However, the plan would also include communication and engagement

with key audiences within the wider public (e.g., local communities, marine stakeholder groups, industry, academia, NGOs, Foundations).

- b. Integrate communications community/stakeholder engagement, capacity building, education, and/or outreach opportunities throughout working group activities.
5. Reporting:
- a. Track resolutions requiring ongoing action and formally acknowledge no additional action to be taken on all others.
 - b. Track and report out on Work Plan action items.