

# UNITED STATES ENVIRONMENTAL PROTECTION AGENCY CHARTER

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## Great Lakes Advisory Board

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**1. Committee's Official Designation (Title):**

Great Lakes Advisory Board

**2. Authority:**

The Great Lakes Advisory Board 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 U.S. Environmental Protection Agency (EPA) in performing its duties and responsibilities.

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

The Advisory Board will provide advice and recommendations on matters related to:

- a. the Great Lakes Restoration Initiative; and
- b. the domestic implementation of the Great Lakes Water Quality Agreement between the U.S. and Canada.

**4. Description of Duties:**

The duties of the Advisory Board are solely to provide advice and recommendations to the EPA Administrator through the Great Lakes National Program Manager.

In response to specific requests (i.e., charge questions) from the Agency, the Advisory Board will provide advice and recommendations on:

- a. Great Lakes protection and restoration activities.
- b. Long term goals, objectives and priorities for Great Lakes protection and restoration.
- c. Other issues identified by the Great Lakes Interagency Task Force/Regional Working Group.

**5. Agency or Official to Whom the Committee Reports:**

The Advisory Board will provide advice and recommendations, and report to the EPA Administrator through the Region 5 Administrator in their capacity as the Great Lakes National Program Manager.

**6. 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 Staff Years:**

The estimated annual operating cost of the Advisory Board is \$140,000, which includes 1 staff-year 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 Board and any subcommittees of the Advisory Board that may be created. 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 two (2) times per 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:**

Continuing.

**11. Termination:**

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 the FACA.

**12. Membership and Designation:**

The Advisory Board will be composed of approximately 15 members who will generally serve as representative members of non-federal interests. Representative members are selected to represent the points of view held by organizations, associations, or classes of

individuals. If needed, members may be appointed to serve as 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, state, tribal, and local governments, environmental groups, industry, business groups, agricultural groups, environmental justice groups, foundations, and academia.

**13. Subcommittees:**

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.

**14. 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.

December 1, 2020

Agency Approval Date

November 17, 2020

GSA Consultation Date

December 15, 2020

Date Filed with Congress