

UNITED STATES ENVIRONMENTAL PROTECTION AGENCY CHARTER

Great Lakes Advisory Board

1. Advisory 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), as amended, 5 U.S.C 10 and was established June 15, 2012. The 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 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 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 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 Federal Officer Receiving the Advisory Committee's Advice/Recommendations:

The 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. EPA may pay travel and per diem expenses when determined necessary and appropriate.

7. Estimated Annual Operating Costs and Staff Years:

The estimated annual operating cost of the board is \$160,000, which includes 0.5 staff year of support.

8. Designated Federal Officer (DFO):

The Administrator shall designate a federal officer or employee who must be either full-time or permanent part-time, to be the designated federal officer for each advisory committee and its subcommittees, and the DFO must:

- A. Ensure their advisory committee activities comply with the Act, FACA Final Rule, their agency administrative procedures, and any other applicable laws and regulations;
- B. Approve or call all meetings of the advisory committee or subcommittee;
- C. Approve the agenda, except that this requirement does not apply to a Presidential advisory committee;
- D. Attend all advisory committee and subcommittee meetings for their duration;
- E. Fulfill the requirements under § 10(b) of the Act (codified at 5 U.S.C. 1009(b));
- F. Adjourn any meeting when the DFO determines it to be in the public interest;
- G. Chair any meeting when so directed by the agency head
- H. Maintain information on advisory committee activities and provide such information to the public, as applicable; and
- I. Ensure advisory committee members and subcommittee members, as applicable, receive the appropriate training (e.g., FACA overview, ethics training) for efficient operation and compliance with the Act and FACA Final Rule

Also, the DFO should ensure a public facing website is created and maintained for the advisory committee to which they are assigned according to 41 CFR § 102-3.120(b).

9. Estimated Number and Frequency of Meetings:

The 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. As required by FACA, the 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 board.

10. Duration:

The need for this committee is continuing, subject to the termination section below.

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 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. In accordance with Executive Order 14035 (June 25, 2021) and consistent with law, EPA values and welcomes opportunities to increase diversity, equity, inclusion, and accessibility on its federal advisory committees. EPA is committed to forming federal advisory committees that reflect the diversity of the American people.

13. Subcommittees:

EPA, or the 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 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 board, formally and informally established subcommittees, or other subgroups of the board, will be handled in accordance with National Archives Records Administration (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.

15. Filing:

September 5, 2024
Agency Approval Date

August 29, 2024

GSA Consultation Completion Date

November 18, 2024

Date Filed with Congress