

Advisory Committee

Offshore Wind Roadmap: Charting a Course for Maine

DETAILED DESCRIPTION AND APPROACH

Overall Scope

The Governor's Energy Office (GEO) believes that offshore wind will play a key role in meeting Maine's renewable energy targets and addressing climate change. Maine's position near New England's population centers with high energy demands, an enterprising citizenry with maritime experience, an innovative research environment with more than a decade of experience with floating offshore wind, and a high quality wind resource make our state an ideal place to responsibly develop an offshore wind industry. Maine needs to identify how to support an offshore wind economy in a way that embraces the opportunity, while ensuring the sustainability of our Maine coastal heritage, existing ocean users, and environment. With this, the state is developing the Offshore Wind Roadmap: Charting a Course for Maine, funded by a grant from the U.S. Economic Development Administration.

The Advisory Committee (AC) for the Maine Offshore Wind Roadmap: Charting a Course for Maine is co-chaired by Dan Burgess (GEO) and a private sector co-chair, Admiral Gregory Johnson (retired). Comprised of public, private and civil society sector representatives with a breadth of perspectives from across Maine, the AC is a high-level strategic body that will provide guidance to GEO on the vision and development of the roadmap. In this capacity, the AC will assist GEO to ensure that the supporting Working Groups and broader stakeholder input is fulfilling the objectives of the comprehensive OSW Roadmap for Maine. For more information on the Roadmap, please visit www.maineoffshorewind.org.

As a strategic body, the AC will assist GEO to look across the different Working Groups to:

- Ensure that key issues are being addressed by the four groups, which will be helping GEO to develop strategies around:
 - Supply chains, ports, workforce development, marine transportation
 - Energy markets and strategies
 - Fisheries interactions
 - Environmental and wildlife interactions
- Elevate items that warrant action in advance of roadmap finalization
- Promote coherence across the different groups and advance cross-cutting principles
- Guide public and stakeholder engagement efforts

The AC has roughly 20 members, including the co-chairs of the four Working Groups. This integration with Working Group leadership is designed to help the Advisory Committee be effective in its strategic and oversight role. Advisory Committee members who aren't Working Group co-chairs are encouraged to observe or participate actively in Working Group meetings.



Specific Tasks

During 2021, the committee will provide specific input to refine:

- An initial outline of the Roadmap content
- The charges of the Working Groups to create this content
- Stakeholder and public engagement strategies
- Strategies for addressing overarching issues, such as equity

In 2022, the committee will provide guidance on the Roadmap's content, in particular, assisting GEO to consolidate the inputs of the Working Groups. While the committee will help to refine drafts of the Roadmap, it is not charged with writing it.

The process to develop the Roadmap is based around principles designed to bring the best information into the discussions, offer multiple ways for people to participate and enhance broad-based support for the result. The principles are:

- Co-creation: Build the roadmap together with stakeholders in a process that is inclusive and transparent.
- Open process: Solicit input from a variety of interests, promote information-sharing and feedback, and maintain an open door. Partner with organizations to increase reach and participation.
- Data-driven: Collect and display data from sources that are well vetted; continue efforts to enhance available data, especially through collaborative research.

These principles will help support the Roadmap's goal of charting a course forward for the state and its people in offshore wind, identifying the opportunities for Maine to lead, our way, in the development of this important new sector.

The committee will meet quarterly for roughly 3 hours, with some in-person meetings extending to a full day if needed, once in-person gatherings are possible. The committee will also hold 1-hour monthly check-in calls in between meetings. The committee's work will begin in spring of 2021 and run through December 2022, when a final Roadmap is expected to be completed. The timing of quarterly meetings will be adjusted as needed.

Expected Meeting Schedule

This schedule doesn't include check-in calls between meetings, held monthly or bi-monthly.

July 14, 2021 – Meeting #1

- Review foundational information
 - How we understand the opportunity of offshore wind for Maine
- Review and refine:
 - Initial content outline of the Roadmap
 - Overall Roadmap development process, including Working Group deliverables
 - Expected consultant and technical support
 - Overall public and stakeholder engagement strategy
 - Process for including an equity lens in the Roadmap development
- Committee governance
 - How the group will function and the expectations members have of each other



October 6, 2021 – Meeting #2 (est. 2-3 hours)

- Review and feedback on Working Group progress to date – guidance to co-chairs
- Adjust public engagement strategies as needed

December 14, 2021 – Meeting #3 (est. 3-4 hours)

- Presentations by Working Groups of draft strategies with outline of overall direction and the types of recommendations being considered
- Review proactive public and stakeholder engagement plan

January 28, 2022 – Meeting #4 (est.. 3-4 hours)

- Presentations by Working Groups of draft strategies with outline of overall direction and the types of recommendations being considered

March 30 2022 – Meeting #5 (est. 2-3 hours)

- Review of public and stakeholder engagement

June 7, 2022 – Meeting #6 (est. full day)

- Review and refinement of initial consolidation of draft strategies into the Roadmap
- Review public input plan on consolidated Roadmap recommendations

September 21, 2022 – Meeting #6 (est. 3-4 hours)

- Refining draft Roadmap based on public and stakeholder feedback

November 16, 2022 – Meeting #7 (est. 3-4 hours)

- Final refinements of Roadmap document

How the Advisory Committee and Working Groups Will Work Together

The Advisory Committee is a high-level strategic body that will provide guidance on the Roadmap development, including orientation to the four Working Groups.

The Working Groups will use the substantive expertise of its members, together with technical consultant support, to develop the core content of the Roadmap.



Advisory Committee	Working Groups
Initial Months	
Review and refine: <ul style="list-style-type: none"> • Overall Roadmap development process • Initial outline of Roadmap content and Working Group deliverables to create that content • Overview of planned consultant and technical support • Overall public and stakeholder engagement strategy • Equity framework for the Working Groups to use 	<ul style="list-style-type: none"> • Confirm specific deliverables and work plan • Request additional background information needed • Provide input as needed on consultant work • Begin workplan steps to develop draft strategies • Refine and guide specific targeted stakeholder engagement and outreach
Middle Months	
<ul style="list-style-type: none"> • Receive updates from Working Groups • Provide guidance and problem-solve as needed 	<ul style="list-style-type: none"> • Co-chairs brief the Advisory Committee and bring questions • Prepare draft strategies • Integrate stakeholder feedback
Final Months	
<ul style="list-style-type: none"> • Assist GEO to review and consolidate Working Group strategies into a draft Roadmap document • Review public input and assist GEO to finalize Roadmap 	<ul style="list-style-type: none"> • Offer a revised package of final draft strategies to the Advisory Committee

Role of the Co-Chairs – Advisory Committee and Working Groups

Advisory Committee co-chairs

- Provide a leadership voice for the Roadmap effort
- Promote clear objectives and principles
- Work with staff and facilitators to prepare meetings and key documents
- Oversee follow up with AC members if they miss meetings
- Work with members and other stakeholders to address challenges that might arise

Working Group Co-Chairs

- Provide a leadership voice for the Working Group, promoting clear objectives and principles
- Work with staff and facilitators to prepare meetings and key documents, as well as approve all meeting summaries
- Oversee follow up with WG members if they miss meetings
- Brief the Advisory Committee (of which they are members) periodically on Working Group progress and challenges. Attend Advisory Committee meetings.
- Work with WG members and other stakeholders to address challenges that might arise



Governance and Decision-Making by the Advisory Committee and Working Groups

The Advisory Committee and Working Groups are advisory bodies set up to assist GEO in the development of a robust Offshore Wind Roadmap for Maine. As such, they are not decision-making entities for the Roadmap itself.

The committee and groups will strive to reach consensus in their recommendations to GEO. Consensus is defined by broad agreement among members: all or nearly all members can live with the proposed recommendation. Consensus is also defined by the process as well as the outcome of group deliberation. Thus, the groups will seek to articulate and explore members' interests and concerns, creatively develop ideas and options, seek to meet the needs and concerns of members to the greatest extent possible, and problem-solve in the face of disagreement. Consensus on the final slate of recommendations does not suggest all members will be equally satisfied with the outcomes nor prefer each and every recommendation. Rather, a consensus indicates that the slate of recommendations in total advances the public interest and well-being of the citizens of Maine to the greatest extent it can.

If the groups cannot reach consensus on specific issues, despite their best efforts, they will note the different viewpoints on these issues in their package of recommendations to GEO.

