

# NERACOOS Board of Directors February 24, 2011 Minutes

Approved May 10, 2011

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**In attendance: (Board members:)** Malcolm Spaulding (Rye), Peter Smith (Afternoon, Canada), Linda Mercer (Maine), Cheryl Zimmerman (Connecticut), Jon Pennock (Rye), Chris Nash (Rye), Pete Jumars (Rye), Christine Tilburg (Rye), Al Hanson (Afternoon, phone), Kevin O'Brien (Connecticut), James O'Donnell (Connecticut), Michael Szemerda (Maine), Betsy Nicholson (Afternoon, Rye); **(Non Board members:)** Ru Morrison (Rye), Tom Shyka (Phone), Cassie Durette (Rye), Dave Easter (Phone), Bob Beardsley (Rye), Ron Rozsa (Connecticut), Todd Fake (Connecticut),

Vote for the November 29, 2010 Board Meeting Minutes will take place when there is a quorum.

**NOAA IOOS Office Update-** Dave Easter provided an update from the IOOS Office over the phone.

- Status of the FY11 awards- NERACOOS should have received comment from NOPP that the application was received. IOOS is waiting on budget information. The current Continuing Resolution expires on March 4.
- President's FY12 budget- There has been an increase in the regional observations within IOOS mostly through reprogramming within NOAA (\$14.5 to \$31M). There are now sub-lines for Surface Current Mapping including HFR, and Marine Sensor Technology. The office expects that the HF Radar funds will be distributed within the RA framework.
- Certification- Part of the requirements of the ICOOS Act is certification. Draft criteria will be shared on March 1. Josie/NFRA is representing the RAs in this process.
- Other IOOS Activities include:
  - Biological observation project in Hawaii, working closely with national monument and coral reef folks in Hawaii.
  - IOOS animal telemetry workshop in California next week. The goal is to focus on how to establish a network of observations to support animal telemetry. All RAs will be represented.
  - IOOS DMAC Workshop in Silver Spring in April. Components will be DMAC assessment. Dave encouraged the board to make sure their DMAC representatives participate.

**NERACOOS Operations Update-** Ru Morrison, Executive Director, provided an update.

- Malcolm and Ru attended the NFRA board meeting on February 9 in DC. Afternoon session discussion was IOOS efforts to implement the ICOOS Act. The trip to DC also included meetings with staff on the hill (including OMB), staff for NH and RI delegation, and a reception for the Coastal Ocean Science Community. NERACOOS has a plan to reach out to the Maine delegation at the Maine Fishermen's Forum. There is also a plan to meet with MA delegation in March. Need a plan for CT.
- Ru accepted a request to serve on the IOOS DMAC Steering Committee.
- NERACOOS is hosting the Regional Coordination meeting in November this year. Staff will inform the board of developments.
- Grants Update- For the RA planning grant from WHOI, no re-budget is needed. There is discussion on a no cost extension. NERACOOS will slow down spending to support the office until the FY11 grant is awarded. Subawardees of the FY10 Implementation award are invoicing and reporting on progress. There are monthly calls and updates through an online group (Wiggio) of all the PIs. Waiting to finalize the cooperative agreement with BIO. The first progress report is due to NOAA at end of April.
- Ocean Energy- Ru has been targeting the ocean energy community to try and get data from them. CapeWind has agreed to share their data and are working how to do this. Data from DeepCWind buoy, close to Buoy E, is online. Tom met with Ocean Renewable Power Corporation and seems to be agreement to work together. Malcolm is leading efforts in RI with protocols for monitoring and Ru is on the external advisory board for this. Ru is also working to get other platforms in NERACOOS networks such as the Right Whale listening buoys in

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Boston Harbor. Satlantic Inc. has buoy in Halifax. They are interested in working with us to get online as well. Latest Seabird acquisition.

- GLOS- enterprise architecture- build out plan. Part of great lakes restoration initiative. Ru is on the external advisory.
- Meeting Spreadsheet- NERACOOS now has a spreadsheet to track NERACOOS meetings. Ru asked board members to tell staff of upcoming meetings.
- Regional Planning Initiative Update- Last meeting was held at the end of October. Draft reports coming out soon. Still working with Ron and David to help with the 12 partners to look at how to implement some of the projects that were outlined on the 27<sup>th</sup> to show success from that. Great example is ocean data portal working group.
- The board expressed concern for NERACOOS funding with the status of FY11 funds. Ru assured the board that he is making sure the office is supported. He will be filing for a no cost extension to WHOI on the RA Planning Grant to help this.
- NROC- NROC hosted a webinar on February 3 where the Data Portal Working Group presented their work and some capabilities of the beta viewer. There will be another meeting in April.

## **NERACOOS in Action** –Coastal Hazards Resiliency

- Ron Rozsa updated the board with a PowerPoint on Coastal Hazards Resiliency efforts.
- Todd Fake updated the board on LIS storm surge modeling and inundation visualization efforts.
- Bob Beardsley updated the board with a PowerPoint on Coastal Inundation Forecasting and discussed these efforts: 1. Gulf of Maine Surface Wave Forecasts, 2. Gulf of Maine Surface Wave and Wind Forecasts, 3. Northeast Coastal Ocean Forecast System (NECOFS), 4. Scituate Inundation Forecast System, 5. SURA Super-Regional Modeling Testbed, 6. December 26-27 2010 Storm, 7. Related Modeling Activities.
- The board discussed insurance companies and if they would be interested in this information. Malcolm suggested that the money is in wind, not water level or waves. Most damage is due to high winds. We should discuss our expertise in predicting small scale wind events.

A quorum was established and minutes from November 29, 2011 were adopted. Motion by Pete Jumars, second by Christine Tilburg. None opposed.

## **Afternoon session:**

**Ocean Observatory Initiative (OOI) Update-** Ru provided an update on the OOI Pioneer Array. Ru and Jim attended OOI pioneer array workshop at WHOI the past two days. Ru was there to represent NERACOOS and foster collaboration between the Pioneer Array and NERACOOS. Ru gave a presentation on NERACOOS and our interests. The Pioneer Array is still in development. They are interested in best practices for deploying instruments. Also there is an interest in the NERACOOS supported modeling effort because the OOI program funds no modeling. There is also a strong interest in collaborating on education and outreach.

**CMSP efforts** - Ru provided an update on CMSP efforts. Recently, Ru participated in a CMSP session at the ASLO Ocean Science meeting in Puerto Rico. Ru was invited to speak on NERACOOS' role in regional CMSP by Zdenka Willis. Ru was there representing the ad hoc Northeast Regional Data Portal Working Group, which includes MOP, NERACOOS, TNC, NOAA CSC, GMRI. The working group is a volunteer effort. The work group is focused on supporting NROC and regional CMSP data needs and is building off states and other efforts. To date there has been an initial investment of at least \$500K of cash and in kind support.

- The primary outcomes of the work group to date include:
  - Working with stakeholders to identify regional data priorities
  - Production of data profiles, which describe cost and next steps needed for high priority regional data products
  - Initiate regional data product development

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- Implement prototype web site for data access, viewing and collaboration
- The next steps for the work group include:
  - High priority data product development
  - Data standards development
  - Website and viewer review and feedback
- This work may be slowed because of budget uncertainty.
- Additionally Ru and the workgroup were invited to talk to NOC data group. We are the only region that has been invited. Work group members are collaborating with the Mid Atlantic (MARCO) portal group.
- Betsy N. mentioned the work between TNC, CSC, MARCO and NROC to identify common priorities. This will be going to the NOC, so this effort has a hotline right up to NOC.
- Ru described the map viewer its functionality and challenges.
- Betsy asked about the funding and work plan - what are the plans, where issues and shortfalls? Ru indicated that the current federal budget situation may require NERACOOS to slow down spending to maintain buffer for budget uncertainty. MOP is spending funds, MOP grant coming to close, but they are looking for more funding.
- A question was asked regarding the presentation to NOC – is there going to be funding for CMSP? It's unlikely we'll see the \$20M that has been discussed but NOAA may fund parts of proposals. Betsy indicates that it is a high level administration priority. Additionally, NROC is about to hire a CMSP director with private money.

**Strategic Plan Update-** Ron presented a PowerPoint presentation on the progress of the Strategic Plan. To date the recommendations received have been incorporated into the plan, including comments from the SPI Team. The plan focuses on major initiatives. The primary audience is NERACOOS board, SPI and workgroups. We will develop another shorter document for decision makers, educators, political leaders, etc. IOOS has recently elevated 2 categories, regional management and education and outreach in their IOOS documents. They recognize 6 sub systems, 3 cross cutting, our planning should recognize changes because IOOS recognize them as significant. The strategic plan outline was modified. Ron removed region description, and the goals and objectives was replaced with a vision statement. The last section on strategic priorities is simplified and organized by sector area. There is an IOOS Blueprint that has many elements that we should consider in future planning. The deadline for submitting comments has passed and these comments are being integrated into the final draft document that will be delivered in three weeks.

## **Strategic Planning and Implementation Team Update-**

- *SPI Team Annual Meeting-* The SPI team is working on organizing an annual meeting on April 6. A draft agenda has been developed. Some of the goals are to revisit the build out plan and review and discuss NERACOOS products. This will be lead by the newly formed Products team. This team will make sure product development is coordinated across partners and is leveraging what is happening nationally. Products team includes funded partners that have expertise in aspects of product development. Tom is coordinating the team.
- *Performance and Evaluation (Ru)-* The P&E team met to review status of P&E effort. The P&E group will be developing a full understanding of what the products are, who are using them and how they value them. They will also be mapping the products to the various infrastructure components.
- A question was asked about product development – to what extent has national colleagues shared products and product development? A little and the idea of a recent workshop was to enable sharing, done at NFRA level, all regions submitted product templates that described products. There is clearly a need for better coordination to avoid duplicate development. Needs to be coordination at national level, we need to benefit from each others' work. It was suggested that we could work with the program office on this. It could be required by the award that

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products are shared among regions. There are some challenges because some products are developed with other sources of funding. Overall better coordination among RA's in product development is needed.

**Communications and Outreach Planning** - Tom provided an update on communications and outreach efforts. NERACOOS is developing a communications and outreach plan to more effectively coordinate, prioritize and implement NERACOOS communications and outreach. Tom reviewed some of the communications challenges and opportunities, the major goals along with some of the strategies and tactics being considered. The plan development will continue in parallel with continued communications and outreach activities.

## Committee Reports

**Finance Committee** (Linda Mercer)- The Finance Committee met last week and the spreadsheets provided to the board shows the current financial status. The spreadsheet shows a negative balance of \$10K but does not show carry forward funds that are available. The 2<sup>nd</sup> and 3<sup>rd</sup> spreadsheets show spending details on contracts. The final statement shows grant sources including the FY10 and WHOI managed project funds. Overall we are in good financial shape.

- *Audit report*- The board was sent the auditors letter, which included Ru's responses. The most significant finding had to do with the lack of a retirement fund. Ru is working on resolving that issue. Jim Chase is doing great work tracking budget.
- Additionally, NERACOOS submitted an indirect cost rate proposal for 15% and the proposal is under review at the Department of Commerce. We'll be tracking indirect costs throughout the year.
- *Non federal funds*- As requested at the last board meeting, a sub set of the board met to discuss approaches to raising non-federal funds. NERACOOS needs non federal funds for NFRA dues and to cover staff time for things that cannot be charged to federal funds. The group is making a recommendation for some sort of dues. This approach would not be difficult and there are various dues structures to consider. It was recognized that given the current fiscal climate for States it may be difficult to get State contributions. The group looked at some other regional associations and how they collect dues. There was a concern that dues and membership might set up a system where various NERACOOS participants would not have equal say. The committee and staff would like the Boards' help in soliciting contributions. The Board was asked if their respected organizations would be able to make a contribution. Some states said yes others said it would be difficult. University representatives said that their university would likely be able to make a contribution. An industry representative indicated that they would make a contribution. Some organizations indicated that a contribution would be difficult. Some organizations suggested that they would need an invoice. We should start by asking those involved to contribute \$1000 but will accept other contributions. There was consensus on this approach. The NERACOOS office will help with the dues solicitation. A recommendation was made to develop a one page summary describing what NERACOOS is and what the value is, request a membership contribution, include the amount requested and include contact info. In some cases we may need to indicate that this is an invoice.

**Conflict of Interest** (Pete Jumars)- We are still missing half the conflict of interest forms. Board members need to update their profile annually and this includes a completed Conflict of Interest form each year. A request was made to Board members to fill it out and send it in. NERACOOS office will send out reminders.

**Nominating Committee**- In past meetings the Board discussed the idea of having a President elect position established. No members of the nominating committee were present. We will request an update at the next meeting.

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## **2011 Board Meeting Dates**

- The following dates were proposed for Board meeting dates in 2011:  
May 11, 2011  
August 16, 2011  
Nov 29, 2011
- NERACOOS staff should send this schedule out to the Board members.

The chairman thanked the staff for their ongoing efforts and the meeting was adjourned.

## **Summary of Action Items**

- NERACOOS staff to remind board members that they need to submit Conflict of Interest forms ASAP.
- NERACOOS office to help with the dues solicitation, see details above.
- NERACOOS staff to request that the nominations committee look at and report out on the suggestion of creating president elect position.