

## **NERACOOS Board Meeting: May 25, 2016 Minutes**

*Approved Final: August 15, 2016*

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**Board Participants:** Matt Liebman, Andy Pershing, Paul Stacey, Steve Lohrenz, David Townsend, Todd Callaghan, Curtis Bohlen, Janet Freedman, Al Hanson, Matt Lyman, Dave Hebert, Nicole Bartlett, Mike Whitney, Aleck Wang, Tom Taylor; **Other Participants:** Gabrielle Canonico, Cassie Stymiest, Tom Shyka, Rob Cardeiro, Jackie Ball, and Ru Morrison.

### IOOS Program Office:

Gabrielle provided an update on the IOOS Program Office. The IOOS Regional budget has seen a proposed \$2 million increase in FY17 from both the House and Senate Appropriations Committees, thanks in large part to the Closing the Gaps Campaign and all other Hill efforts. The FY16 awards have been approved, as well as all no cost extensions for FY11. In accordance with the new National Environmental Policy Act (NEPA) requirements NOAA is working to establish a list of best practices for the field. Within the Program Office there has been several new hires that are joining the staff to assist with Data Management and Communications (DMAC), and the animal telemetry network. Lastly, NOAA leadership has announced that administration will transition after the new president is inaugurated.

### IOOS Association:

Ru presented the IOOS Association update on behalf of Josie Quintrell. The Closing the Gaps Campaign, which was focused around High Frequency Radar this year, was extremely successful. While other departments of NOAA are decreasing the IOOS budget increased by \$2 million dollars in both the House and Senate Appropriations Committees. There's an \$11 million decrease in the Office of Navigation, which contains four programs including the IOOS Program Office, not sure how this will be resolved. The Closing the Gaps Campaign, in collaboration with other NOAA offices, will rotate priorities over a five year time period. The IOOS Association has begun planning for the presidential transition, beginning at a recent meeting of the Honorary Directors. In April Senator Shaheen invited Ru to present on a panel at the Democratic Steering and Outreach Committee, which was attended by about fifteen Senators. A synopsis of Ru's presentation is available in the Z-gram, which the staff will forward.

Steve Lohrenz commenced the business portion of the meeting at 13:01.

### Meeting Minutes:

Steve Lohrenz motioned to approve the March 4, 2016 meeting minutes, and they were unanimously approved.

### NERACOOS Operations:

In collaboration with U.S.G.S. (United States Geological Survey), WHG (Woods Hole Group) and PORTS ®, NERACOOS deployed a CDIP buoy on May 20<sup>th</sup>, based on Harbor Pilot request, as part of the PORTS ® Cape Cod Canal system. U.S.G.S. lent NERACOOS the buoy and is paying for the initial deployment. All future buoy costs will be funded through the Massachusetts

Department of Environmental Protection. Tom has traveled to Cape Cod visiting each Port and Marina to distribute information flyers to mariners. The new Regional Resiliency Award, in collaboration with NROC, began May 1<sup>st</sup> and a kick-off meeting was hosted on May 17<sup>th</sup>. A proposal was submitted to the E.P.A. (Environmental Protection Agency) Exchange Network, but was not funded. Still awaiting a response on NSF ITEST and NOAA LNG proposals. Certification work continues and is a provision of the ICOOS Act (2009). We're making progress on this, and hoping to submit in September. Ru encouraged board members at universities to emphasize the importance and benefits of certification to the Principle Investigators (PI's). The NECAN implementation plan is being written, which will expand on the Oceanography article published last year. Will be published as a technical memo by NERACOOS or NECAN. ISMN, another collaboration with NROC, has finalized Edition 1 of the Science and Implementation Plan for the region. A six month extension has been approved for the NFWF award. Paul noted that it will be important to seek feedback from the Coastal Programs and work closely with them throughout the process of developing an inundation viewer. The mentoring program continues, this year NERACOOS will be hosting four interns. The NEOSEC Summit is in Portland this fall. Jackie and Cassie will be presenting at the National Marine Educators Association meeting. The 2015 Annual Impact report went out this spring, with postcards to provide feedback. The new website has been released, the staff requested board feedback. A more detailed NERACOOS operations update is available in the meeting PowerPoint.

#### Conflict of Interest Forms:

Jackie still needs fourteen forms, she will send out an additional reminder.

#### SPI Update:

Ru presented the SPI team update on behalf of Anthony Kirincich. The team has recently undergone a new transition, focusing primarily on implementation. Working groups meet as needed and then report back to the overall SPI team quarterly. This new model seems to be working fairly well

#### Executive Committee:

Steve presented the update on behalf of the executive committee. There was previous discussion in regard to board term limits. At this time term limits will remain, although it has been noted that there may be extenuating circumstances where a particular board member may need to serve for an additional amount of time. The nominating committee has been tasked with identification of any gaps in knowledge or skills on the board. Previously, the executive committee had also discussed the idea of NERACOOS owning equipment. Since there was little feedback on this NERACOOS will continue with the current policy, in which operators own the equipment. An Annual Meeting Planning Committee was established and the first call was held to discuss meeting location and speakers.

#### Finance Committee:

Matt Lyman presented the finance committee report on behalf of the committee, which was previously distributed to the board. NERACOOS has had their high risk designation removed. Organizational expenses are on track with the proposed budget, which includes the FY11 and FY16 IOOS awards. Ru and Rob will work through end year projections for each of the awards so we can measure progress. The budgeting needs to be revised with new funding and will be sent to the finance committee shortly. This revision will be sent to the finance committee shortly. There are currently very little contingency funds within NERACOOS. NERACOOS doesn't track depreciation costs, although it was noted this may bring a level of assurance with replacing breaking equipment. The board discussed that NERACOOS could also consider capitalizing on their indirect cost rate to replace aging equipment. It was noted that without a plan in place to replace the aging equipment the viability and impact of NERACOOS could be diminished. In accordance with certification an asset inventory needs to be conducted, during this time the office will also collect condition of equipment and expected life span.

#### Nominating Committee:

Steve Withrow presented the nominating committee update and reviewed the board survey results. The board survey was created by the committee to assess which skills and knowledge are critical to have on the NERACOOS board. Concerns about the statistical soundness of the survey were discussed, Jackie will forward Anthony's more thorough analysis. The committee also noted that there's an innate bias within the responses and that staff responses differed from those of the board. Over the summer the nominating committee will be issuing a second poll to assess the current skills present of the board. Using survey results the committee will identify any gaps and take into consideration for the 2016 nomination process.

#### August 15 Meeting:

The next NERACOOS board meeting is scheduled for August 15. On the 14<sup>th</sup> NERACOOS will be hosting a member event with Bar Harbor Whale Watch. With board commitment to attend meeting in Bar Harbor the office will plan to host the next board meeting in Bar Harbor. Several board members committed to traveling to Bar Harbor so the office will move forward with making the arrangements.

Steve Lohrenz adjourned the meeting at 14:46.