

# NERACOOS Board of Directors November 29, 2010 Minutes

*Approved by the Board February 24, 2011*

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**Welcome and Introductions-** Malcolm Spaulding, President

## **NERACOOS Operations Update- Ru Morrison**

- **Outreach and Communication position** has been filled by Tom Shyka.
- **Works in progress-** NERACOOS submitted a 5 year proposal for \$20M (\$4M/year) with many partners. The process was hosting meeting with the Regional Planning Initiative (13 partners) which then resulted in a strategic priorities document (ACTION: Share this with the board). NERACOOS then requested mini proposals that were incorporated into the 5 year proposal.
- **NROC Update-** NERACOOS continues to work with NROC and other partners to set up a Northeast Ocean Data Portal to support CMSP.
- **MOU Status (NROC, NEOSEC, NeCODP, SBNMS)-** NEOSEC: NERACOOS continues to support NEOSEC, including co-hosting the Ocean Literacy Summit at UNH. NeCODP: There will be \$40K spent over the next year with workshops and other activities; have partnered with them to support data management efforts.
- SPI Team identified ways to support planning activities in the Northeast with planning grant funds. This includes some of Tom's salary, Performance and Evaluation work, continued contractual support with Ron Rozsa and David Keeley, Satellite Remote Sensing with the University of Maine, continue to support NEOSEC, support the Ocean Data Portal, create a Stormsmart Coast Reporter Tool, and work with the ESIP project.
- **Meetings Update-** Ru listed meetings that NERACOOS has been represented at since the August. If interested in taking the NERACOOS banner or materials to events, please ask office staff. Future meetings include: December 17 SPI Team meeting; December 16 EPA LIS office and CT DEP meeting; SPI Team conference calls to update conceptual design; IOOS/IOOC collaboration on standardization for regions (Ru involved in conversations and planning).
- **Performance and Evaluation Update**

**NOAA IOOS Program Office Update-** Zdenka Willis, Director of IOOS, presented the board with a national update and update.

**NFRA Update-** Josie Quintrell, Executive Director of NFRA, presented the board with an update.

## **NERACOOS in Action**

- Ted Diers provided the Board with an update on **Coastal and Marine Spatial Planning** efforts, including support between NERACOOS and NROC. Ted thanked NERACOOS for their help in the strategic plan, regional planning initiative, and providing leadership and investment. NROC is highly engaged in writing a proposal for the NOPP FFO and looking at how to address the CEQ framework. NROC thinks that they will be linkage to the regional planning body, but not be the body. Regional associations will be key partners in data and other elements in framework.
- Jim O'Donnell provided the board with a presentation on **Observing System Activities**. Jim explained the buoy arrays using images from the NERACOOS home page. Jim also included options for HF Radar, wind energy, HAB forecasting, and gliders.
- Bob Beardsley presented the board with an update on **Modeling and Analysis** activities.
- Paul Currier provided the board with an update on **Data Management activities and the Northeast Coastal and Ocean Data Partnership**. NERACOOS has an MOU with NeCODP to perform DMAC functions of NERACOOS through the ODP.
- The new Outreach and Communications Specialist, Tom Shyka, provided the board with an update on **Communications and Outreach** activities. Goal is to engage stakeholders. Tom will be developing a formal communications plan/strategy. Tom would like input from the board on how best to move forward and make sure NERACOOS is represented at meetings. Continue partnership with NEOSEC (summit, Families by the Seaside grant, etc). Joyce Tugel, with the Maine Mathematics and Science Alliance, helped to present at the summit. NERACOOS will

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continue partnering with COSEE-OS. In the Northeast, there are three COSEEs- OS, TECH, and one at UMASS D.

## **NERACOOS Business Meeting**

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Peter Jumars motioned to approve minutes from August 23, 2010. Peter Smith second. None opposed.

### **Finance Committee Update- Linda Mercer**

- Audit results will be shared when they are finished.
- NERACOOS will be submitting an Indirect Cost Rate Proposal by the end of the year.
- Chris Nash was added as a member to the Finance Committee. Checks over \$10,000 will now be co-signed. The committee will make a recommendation to the board before the next meeting to recommend an amendment to officially include this policy in the bylaws.
- Non-Federal funds- NERACOOS needs to pay \$500 of NFRA dues to cover advocacy support. The board discussed the issue. Committee recommendations included dues, grants, and proposals to foundations. The board recommended a subcommittee to explore options and would like state, industry, and academic representation. Jim O'Donnell will assist the finance committee members and the invitation will be opened to the entire board to ask for industry representation. The new team will be formed just to explore options and will report at the next board meeting.
- Notes from Finance Committee calls and meetings are available to the board upon request and will be kept at the NERACOOS office.

### **Nominating Committee Update- Bruce**

- John Trowbridge motioned to approve the slate of Jon Pennock (UNH), Doug Vandemark (UNH), and Andy Thomas (UMaine). Jim O'Donnell second. None opposed. The slate was approved as above.
- The Nominating Committee contacted current officers and asked to serve again since no nominations for new officers were received. Bruce Carlisle recommended on behalf of the Nominating Committee for current officers (Malcolm Spaulding as President, Peter Smith as Vice President, Cheryl Zimmerman as Secretary, and Linda Mercer as Treasurer) to serve another term. Christine Tilburg motioned, Jim O'Donnell second. Current officers as stated above will serve at least another two year term.
- The Nominating Committee recommended assigning terms by appointing entity with staggered terms in each of the appointing entities (NEAC, NROC, Seagrant). Jim O'Donnell motioned to accept the recommendation, second by Christine Tilburg. None opposed. Bruce facilitated the assigning of terms by appointing entity. Cassie pulled assignments for members not in attendance. Ex-officio and nonvoting members do not have term limits (currently Mel Cote and Jon Hare). Terms for board membership were drawn as follows:

#### Northeast Academic Consortium

Jon Pennock- 1 year  
John Farrington- 3 year  
Al Hanson- 1 year  
Peter Jumars- 2 year  
James O'Donnell- 2 year  
Peter Smith- 2 year  
John Trowbridge- 3 year

#### Northeast Regional Ocean Council

Bruce Carlisle- 2 year  
Linda Mercer- 2 year  
Chris Nash- 3 year  
Kevin O'Brien- 1 year  
Malcolm Spaulding- 3 year

#### Sea Grant/Stakeholder

Cheryl Zimmerman- 3 year  
Dave Casoni- 2 year  
John Conway- 1 year  
Jack Ringelberg- 3 year  
Michael Szemerda- 2 year  
Christine Tilburg- 1 year

- Jim suggested that the Board consider an amendment to the bylaws to allow for a President Elect to be part of the Executive Committee. The Nominating Committee will discuss this and present results at the next board meeting.

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**Strategic Planning and Implementation Team Update-** Ron Rozsa provided an overview of the 5 year Strategic Plan that has been reviewed by the SPI Team. Ron asked the board if there should be a formal mission statement but there was no discussion. The plan will be distributed to the board for review of general goals and priorities (not editorial) and comments will be due in one week. Then the plan will be distributed to all stakeholders and interested parties and comments will be due in one month.

### **Regional Planning Initiative Update- David Keeley**

- As a result of the theme meetings held earlier in the year, organizations got together on October 27. Each of 13 partners sent representatives and provided project description interests.
- The day was spent addressing 30 projects in three theme areas- Ecosystems, Ocean Energy, and Coastal Hazards. The result of the meeting is a short list of each organization's participation.
- NERACOOS has been the lead on this initiative. Materials and ideas were incorporated into the Strategic Plan and funding proposal for the next 5 years. NERACOOS will continue to work with others to move projects forward.
- Ron worked with Nicole Bartlett from the Coastal Hazards group on a pending opportunity under NOAA's Preserve America Initiative which puts a Powerpoint presentation on hurricanes to music for web integration (\$10K).
- Mel expressed his appreciation of NERACOOS convening the strategic planning process to get groups together and identify mutual goals and priorities and is interested in seeing how the collaboration continues.

The next board meeting will be a video conference on February 24, 2011 with base station at the Seacoast Science Center in Rye, NH.

Malcolm noted that NERACOOS has gone from an organization on paper two years ago- to having an Executive Director, Administrative Assistant, an SPI Team, MOUs, Coordinated programs and activities with partners in the region, a presence in NFRA, office space at SSC, full organizational structure, 1.5 strategic plans, and a full proposal as independent entity funded, and a five year proposal submitted. Malcolm thanked Ru, Cassie, Tom, and the contractual support for the day to day operations that make this all possible.

The board thanked Zdenka Willis and Dave Easter from the IOOS program office for joining the meeting today.

The meeting adjourned at 3:44pm.