

**MINUTES**  
**GLOS Steering Committee Conference Call – May 11, 2006 – 10 a.m. EDT**

I. **Call to Order, Roll Call** (Dave Schwab)

Al Beeton  
Mark Bobal  
Mark Brederland  
Mark Burrows  
Joe DePinto  
Norm Grannemann  
Brian Huberty  
Phil Keillor  
Tom Landon  
Dale Phenice  
Jeff Reutter  
Dave Schwab  
Dick Wagenmaker  
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Elaine Sterrett Isely  
Christine Manninen  
Jon MacDonagh-Dumler  
Stuart Eddy

II. **Secretariat Reports**

a. Annual Meeting plans (Elaine Sterrett-Isely)

- Preliminary agenda for initial board meeting emailed to Steering Committee.
- Billed as an “annual meeting”, but we can’t really do that without an established membership. This is really more a board orientation meeting.
- RIG members are being invited in order to begin involving potential GLOS-RA members.
- Question: There is a possible issue with federal membership. Is this being addressed?  
Dave Schwab – No problem with federal agency representatives on the advising body (Systems Oversight Panel), the conflict of interest problem exists if they serve on the Board, which they will not be asked to do.  
Elaine Sterrett Isely – Also trying to avoid getting representatives of other regional and state agencies on the Board of Directors so as to avoid as much potential conflict of interest as possible.
- Comment – Norm Grannemann: Really wondering about dues at the federal level. Bad vibes are coming through about funding for the Regional Collaboration, dues for anything else may be hard to get passed.  
Dave Schwab – Dues for GLERL’s participation in IAGLR were justified by IAGLR’s enhancement to GLERL’s public service role.  
Norm Grannemann – Needs to be delicately worded if it’s going to go through.

b. Governance Update (Schwab and Sterrett-Isely)

- Draft Membership Classes and Dues  
Docs for 5/31 (see below)
- Draft Roles, Responsibilities and Benefits for members
- Membership solicitation  
Steering Committee is the first line of contact for getting people involved right now.

Who is being aimed for? Talk to colleagues, consider benefits and negative impacts of dues.

Need dues structure but don't have consensus on one yet.

- Creation of Systems Oversight Panel
    - SOP officially needs to be assembled from the RA membership
    - SOP is tasked to help with the annual work plan, so officially it needs to consider Year One. Could the Steering Committee act as the SOP for Year One?
    - Dave Schwab: At this stage, we should assume the SC continues to function until told otherwise.
  
  - Future anticipated role of Steering Committee
    - Originally tasked with standing up the organization, so technically, "mission accomplished"
    - Steering Committee to serve as Systems Oversight Panel until a bigger membership allows creation of a viable SOP?
    - Dave Schwab: Not going to dissolve the SC. Planning to let the Board decide roles for the SOP and the SC.
    - Do current members want to continue in an SC role until that time? (Item for consideration, no opinions offered.)
- c. Development of Annual Work Plan (Christine Manninen)
- Proposed/assumed planning period = July 1 – June 30, which matches the period of existing federal grant money.
- Initial tasks: Hiring of director, pertinent staff or contracting for staffing through GLC.
- Pursuit of specific initiatives can continue, be refined
- Sea Grant contract drafted for Education component (\$87K)
- \$4M earmark possible for GL region (one of few regions with no earmark in 2006, all regions are at \$0 for 2007 unless specifically added to appropriations). The broader goal is to obtain overall funding for IOOS so that all regions will have more and steadier funding; the earmark approach is a backup strategy.
- Input from the Steering Committee is going to be needed during the development process for the first year Work Plan.
- Process:
- The GLOS Director will be responsible for Work Plan development.
  - Systems Oversight Panel's major charge = Review annual Work Plan, provide feedback to the Director.
  - Final step = Board approval.
- Earmark mentioned above has about a 50% chance of passage right now. The Work Plan will include it and treat tasks as "pending sufficient funding."
- Open question at this point whether the funds will go to GLOS or to various individual agencies. Contingencies for this will be stated in the Work Plan.
- A draft Work Plan will be distributed to the SC on May 31.
- d. Advocacy update and earmark status (Jon MacDonagh-Dumler)
- House Resource Committee = no movement on IOOS authorization
- Appropriations side also quiet. House Appropriations Subcommittee for Commerce/Science/Justice – Recent activities only dealt w/ Dept of State, no commerce activity. More specific info available mid-June?
- List of key members and staff on committees coming from Jon.
- e. Status of DMAC efforts (Stuart Eddy)

DMAC included in workplan.

HEC probably a large part due to variety of pilot work possible through it.

Regional Association roles in IOOS DMAC committees to be clarified – no known involvement by RAs in most recent federal meeting.

Reviewing monitoring and resources for GLWQA – promote standard as binational effort and link it to RA? DMAC needs to stay aware.

Also – Bring to IOOS DMAC attention. National decisions could impact regional decisions, including this.

GLWQA could/should match – bring up to Agreement Review Committee to encourage conceptual agreement that ensures coordination. Mark Burrows supporting info/research group – will try to keep issue on table.

Al Beeton also working w/ that group? Yes.

Raise issue w/ Binational Executive Committee

Info/Res Group chair = Paul Horvatin. Environment Canada co-chair = John Lawrence, NWRI

f. Website update (Manninen)

Added a new calendar with improved functionality.

Currently revamping the site to reflect new governance.

Project elements are being moved down in emphasis, data exchange focus is being moving up

g. Education/Outreach planning (Manninen)

Draft MOA developed with Steve Stewart for Sea Grant, to be forwarded to Jeff Reutter Year 1 and Year 2 education/outreach funds are lumped together, \$87,500 total will be split between Education and Outreach planning. Workplan is in draft.

Contact with Don Scavia, Rosanne Fortner? Relationship building betw. GLOS and COSEE

Jeff Reutter can not attend the GLOS Annual Meeting; Steve Stewart will be invited to present.

COSEE, Sea Grant links onto the GLOS website? Secretariat staff will add.

h. Other

### III. Upcoming Schedule

- May 31: Send out draft Work Plan materials to GLOS Steering Committee
  - These will include Membership Classes and Dues; Roles, Responsibilities and Benefits for Members; and Annual Work Plan.
  - Schedule details:
    - Materials being distributed May 31
    - One week to review and comment electronically – by June 7, one day prior to next SC conference call.
    - Tight because June 9 is the drop dead date for Annual Meeting materials.
- June 7: Comments on these materials are due from GLOS Steering Committee
- June 8: GLOS Steering Committee call, Discussion will focus on draft Annual Work Plan
- June 9: Briefing books mailed to GLOS Board of Directors and Steering Committee
- June 19-20: GLOS Annual Meeting
- Question: Has SC/Secretariat considered delaying the meeting?
  - Yes, it was considered, but the meeting is needed in order to get the Board up and running. Postponing to July was not possible due to participant schedules and delays longer than that weren't deemed reasonable.

Representatives of IOOS would be worth inviting  
Alliance for Coastal Technologies – also worth inviting a representative?

### III. New Business

#### a. Upcoming meetings

- IAGLR '06 – May 22-26 – Windsor, ON  
Christine Manninen presenting in the Education session
  
- NFRA Coastal Remote Sensing Workshop – Oct. 3-5 – Durham, NH;
  
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- Joe to NSF Environmental Observatories Modeling Workshop next week. Involvement includes CLEANER – Engineering (<http://cleaner.nacse.org/index.html>), ORION – Ocean Sciences (<http://www.orionprogram.org/>), NEON – Ecology (<http://www.neoninc.org/>), CUAHSI – Hydrological Sciences ([http://www.cwrw.utexas.edu/cuahsi/symposium05/Introduction/HISmission\\_0305.htm](http://www.cwrw.utexas.edu/cuahsi/symposium05/Introduction/HISmission_0305.htm))  
[Thanks for the added info, Joe]  
Interaction with these programs to be in the Work Plan, Joe is developing funding requests for the Great Lakes w/ GLERL and others relevant to GLOS.
  
- Mark Brederland – Coastal States Organization getting a grant to NFRA. Are we connected with the Coastal States people?  
Christine – We're aware. This is a small grant. Josie Quintrell is to work on coastal states needs, GLOS will coordinate with her.

#### b. Other

**Next Conference Calls:** The second Thursday of each month @ 10 a.m. EDT (June 8)