

NSSI Oversight Group Meeting
U.S. Fish and Wildlife Service
Thursday, November 1, 2007

The Oversight Group (OG) meeting was convened at 1:00 p.m. by Dick LeFebvre, Chair.

Members Present:

Dick LeFebvre, Chair (DNR)
Tom Melius, Vice Chair (FWS)
Leslie Holland-Bartels (USGS)
Jon Kurland (NMFS)
Bob Winfree (NPS)
Karla Kolash (NSB)

John Goll (MMS)
Dee Williams (MMS)
Tim Jennings (FWS)
Brent Sheets (DOE)
Ken Taylor (ADFG)

NSSI Personnel Present:

John Payne, Executive Director (NSSI)
Adrienne Pilmanis (NSSI)

Others:

Ted Murphy (BLM)
Amy Holman (NOAA)
Laura Furgione (NOAA/NWS)
Bill Wilson (NPFMC)

Note: All PowerPoint presentations and the Director's Report referenced in these notes will be available for viewing at the following website: www.northslope.org

The chairman welcomed members to the meeting and mentioned that the next meeting would be sometime in January 2008. Introductions were conducted around the table. The Chairman made a motion to approve the agenda and it was approved unanimously.

The Executive Director stated that there were no minutes from the June meeting to be reviewed and approved as yet.

The Chairman asked for any new business. John Goll offered two things:

- 1) Please cc the oversight committee on any upcoming senior staff meetings or science group meetings.
- 2) MMS is proposing to take more of a lead in better coordination of mammal research in the Chukchi and Beaufort Seas as far as what is going on. An open water meeting occurs once a year in the fall and it has turned into a mess. There are calls in to the borough and other agencies. Tom Melius, Ken Taylor and Amy Holman agree to collaborate that coordination effort.

John Goll: When people and industry started to do things there was confusion over compliance monitoring; what the observers are observing. It is very confusing and detached. Is it efficient to separate that into a separate entity; groups can work together or do it separately.

John Payne: Keep me on the cc list of meetings on that, NSSI is doing a lot in the Chukchi and Beaufort in the future and we should keep in contact.

Amy Holman: Can you send something out to clarify what your objectives are?

John Goll: Originally meetings were quite straightforward for permits and monitoring connected; now getting expanded to include other research and it's become tied up. A lot of the reviews are tied up in that. We need to get the parties to the table to sort out the goal.

Unknown: We are making sure that various stakeholders are on board and that it is helpful. MMS' lead on that is a welcome step but there are no details determined and nothing to circulate for the readership. I've got a list of those who have expressed an interest in it.

Dick LeFebvre: We could put it down as an agenda topic at each of these meetings.

John Goll: That or other things going on - we should be discussing at each meeting.

Tom Melius: Just as an FYI, Dr. Deb Rocque is new in the Fairbanks Fisheries office overseeing Fish and Wildlife Service issues on the Arctic landscape with future involvements. DOI gets more involved with Arctic strategy.

John Goll introduced Ted Murphy as he joined the meeting.

Director's Report Summarized by Executive Director John Payne

The Chairman asked about the staffing situation and that maybe some things were slipping through the cracks. John Payne said that budget had been an issue in the past but now that a source of funding is available announcements need to get out for the open positions. With temporary positions there was no continuity. John recommended that the committee establish a full-time approved staff.

Tom Melius: the work load is such that a staff would be kept busy but he is hesitant about locking up that chunk of money in perpetuity for those positions with the uncertainty of future budgets. Suggested further discussion on the subject so staff could figure out the funding available for hiring. Tom pleased to get the \$2 million but that four positions would add up to a large portion that wouldn't be available for anything else.

John Payne: budget/staffing was the subject of most of his meetings in Washington, D.C. last week at the Interior Department. He was told that the base budget from 2007 was considered the base budget and that DOI is working that into a line item. He was also told that he could plan on a base budget for the future that will be line-itemed if not directly from Congress then to BLM as the administrative agency. He met with Mark Myers (Director USGS) last week and others (Henri Bisson?, Jim Mosher, Tom Armstrong, Abe Haspel,?). The Department is discussing where NSSI and the climate change group should be placed administratively. It was suggested NSSI could move under the regional director of USGS or move under DOI staff; one of which would likely become effective in 2009.

John Goll: We were told yesterday to cut back on travel because of the budget. I would like to see the proposed permanent positions. He asked what John Payne meant by “selling of NSSI” on his recent travels and expressed concern that NSSI might bite off too much. NSSI was formed to perform a few specific things and he’s not sure where NSSI stands right now.

John Payne: NSSI visible within the Department but not at the Alaska field office level of agencies. Some field office personnel have questioned the value of NSSI. The individual staff committee members are supposed to be the link between field offices and their OG member. In discussing NSSI with BLM and FWS in Fairbanks, there seems to be considerable misinformation from field personnel in relation to NSSI and their everyday operations. Some see NSSI as a duplication of their individual work, while others think NSSI will not provide information they can use in their activities.

Bob Winfree: has been involved with NSSI since 2003 and noticed high turnover in staff which has resulted in much back-tracking. He mentioned the report due to Congress next year and the continuing need for a business and implementation plan. He believes that continuity of staff is necessary to accomplish those things. He urges the committee to fill the permanent positions so that expectations of NSSI’s production can be met.

Ken Taylor: when he was Executive Director budget turmoil and changing staff took up most of his time. He agrees with Bob that it is time to put permanent staff in place.

John Goll asked the Chairman to take a consensus of the group if staffing would be dealt with today or at a future meeting.

Tom Melius: OG needs to resolve this issue. What are the positions? A business plan is needed and Congress is expecting that report. Other things need good oversight and we do need the opportunity to discuss this so we can take care of it so we know the guidelines/restrictions on this. He is leery of committing to too much with the budget unknown.

Brent Sheets: sees both sides. He asked what the report to Congress will look like and what is involved in it. How will staff write the report and can some agency staff be used?

John Payne: using agency staff for NSSI work is difficult; staff committee is ‘other duties as assigned’ so it is difficult to engage them at the level that is needed for specific tasks. Report to Congress is due in August 2008 and every year after that to show Congress what NSSI is doing. Details are determined by DOI. Report will be filtered as it goes up because it is the Secretary’s responsibility. There are no established criteria for the report and NSSI will be working with DOI pretty directly on what the report will ultimately look like.

Leslie: to develop effective protocols and define the scope of work takes time. She suspects it’s highly unlikely that one person can accomplish that. She does think that the committee has clearly defined the desired outcome.

The Chairman asked the committee to continue this discussion at the 3:15 p.m. portion of the meeting. (Reaffirmation of role of NSSI)

Overview of NSSI FY07 budget given by Director

John Payne: We got \$2 million and we were able to allocate all but \$762,000 which is sitting in carryover budget for 08. We are planning now to allocate FY 2008 moneys administratively and operationally at the approved project stage of about \$1.7 million. Even if we don't get the full budget, we still have enough money to implement the project and staffing planned for FY 08.

Leslie requested that John send the spreadsheet out before meetings and that an overview of FY07 sounds like what we did last year instead of the future.

John Payne had not done a verbal report but it's all in the spreadsheet. John agreed to send out the spreadsheet with some verbiage included.

Leslie offered that she is more than happy to help provide assistance with budget work from her staff. She mentioned that her staff are pretty tricky on accomplishing things as researchers and left the offer of assistance on the table.

John Payne: BLM's procurement person is gone (position being advertised) which slows NSSI implementation. The general lack of procurement/contracting staff at BLM and the implementation of *grants.gov* created workload beyond staffing abilities. There is an agreements person on staff but that is often a guidance issue. He would take advantage of Leslie's offer rather than wait.

Dick LeFebvre introduced Laura Furgione as the first presenter.

NOAA, Alaska Region Collaboration Team, Integrated Service Assessment

Laura Furgione introduced herself. She is the Director of the National Weather Service Alaska Region and also is now leading one of the eight regional collaboration teams for NOAA as well. She confirmed that John Payne is out selling NSSI and NSSI's goals look similar to what NOAA is trying to do. NSSI working with NOAA to form a common vision of need for the North Slope. How can the agencies help each other and move forward. There is a direct connection between NOAA and NSSI and the two should work together to promote what they are doing here in Alaska. Laura can be contacted at Laura.furgione@noaa.gov.

Amy Holman: NOAA is not getting rid of or closing an office right now. They are just producing a better product jointly and you can't tell what side it came from.

Laura: she is putting together vision papers right now and a prime example is unmanned aircraft. If an agency is sending out an aircraft to monitor seals in the Arctic can they gather some weather data as well? Or check on the pipeline? If there is better awareness of what everyone is doing then we can be there to support one another.

Dick LeFebvre thanked her for the presentation.

NOAA Fisheries, Arctic Fishery Management Plan Presentation by Bill Wilson

John Goll asked Bill if there were research to support his presentation. Bill Wilson responded that there is little known about Arctic fishes, but the Arctic Research Commission is interested and they would like to talk more seriously about that. He said that he is not involved in that dialogue right now, even though there is almost nothing known about the arctic fisheries area.

Jon Kurland acknowledged the idea that fisheries are going to be moving north over time and we need to gather basic baseline information to make intelligent decisions.

John Payne asked how much influence the state department has over this?

Bill: He talked with a State Dept. representative at the last Council meeting (October 2007) and tried to determine the State Dept's position on the maritime boundary between the U.S. and Canada in the Arctic. He had a hard time finding what he could cite on that location. He hasn't discussed it with the state department since the October Council meeting.

John Payne: until sovereignty is discussed and agreed to in the Arctic... Bill said that there is a convention between the U.S. and Canada on the Arctic and that is yet to be seen.

Dick LeFebvre asked for the committee's input on the DNR Habitat Office review. He asked that anyone with feedback please stick around after the meeting to talk.

Break 2:30 p.m. to 2:45 p.m.

Charge to Science Technical Advisory Panel (STAP) and Report Dates (See Tasking Assignment document)

John Payne asked the OG to refer to the 6 tasks in the packet. They have been ordered for the STAP. John Kelley (the STAP chair) is sick. John Payne has been spending a lot of time with him over the past few months. At the meeting on September 27, the STAP made it clear that they felt they were not being utilized effectively. The first 3 tasks are all related. Task 1 has already been tasked to the panel to do. Need to reaffirm this is direction the OG wants to go. Kelley was looking for a task to engage all 15 panel members. There is no report on the status of Task 1 because Kelley has been sick.

Tom Melius: maybe that list (Task 1) is prompting his inquiry – talking about pulling other issues related to monitoring – change of permafrost, effects of climate change, and use of areas by certain species...What is being pulling together?

John Payne: based on the September 27 discussions, Task 1 is not only broad but misunderstood. Using a broad definition of monitoring (already have a base line) in regards to human activities, or climate change. Task was assigned in 2004 but the task was 'bring this list up to date'. I don't know what NSSI is going to get from this. It is likely that we will get 15 different lists from the people on this committee and that is useful as far as what we are doing...

John Goll said “this is wrong!” Did the oversight group give a charge to the science panel to do something and what was that charge? What is the purpose of NSSI again? We each have our own research programs – we will hold some of this off for later but Laura gave a great example of the collaboration. I think we’re stuck.

Dick LeFebvre: there are 2 groups, the Staff and the STAP. He’s not sure if it’s clear what the OG has tasked the Staff e to do. Has any of this been done and who is the chair?

Brent Sheets said the Staff was to discuss individual priorities beginning in FY08 and recommend the process to move cooperatively forward in those areas. It was part of the budget submission in FY07 to recommend a process to develop and evaluate the OG or other entities that may relate to NSSI goals or other entities. Those are some assignments that we were given. Tasks 1-3 are somewhat inter-related. We need to go through those.

John Payne: we have done the staff work and we know what people are doing in 08. That is laid out on a spreadsheet that Adam put together after the June meeting. What else is going on out there in the monitoring arena? The STAP needs to tell us that. We may be duplicating work. We can now have the opportunity to cross those lines – that is what Task 1 was supposed to do as it was given to the STAP. We have the internal – we are looking for the external. The STAP should be providing that. The second part (Task 2) is to expand that list – let’s talk about what is being done and why. Is it something that we can use in decision making? What protocols are they using? Same ones we are using? Close enough we can bring them together? Try to collaborate efforts and projects. If not the same protocols probably not the same monitoring but the info may still be useful to this group and our agencies.

Bob Winfree: when STAP have done Tasks 1-3 , the OG will have a list of what is going on, what is being done from the scientific side, and a filter to use on them.

Leslie H-B: regarding the Staff activities, she is still confused about what data inputs the OG is supposed to be receiving so it can give direction. We have a list of activities that are currently implemented on the North Slope – that is the product that we will get?

John Payne: yes, but we don’t have that product yet.

John Goll said that he thought he heard Bob say that the staff had put something together already.

Bob Winfree: Task 1 has been assigned to the STAP. The rest of the tasks have not been clearly assigned but he recommends those be assigned. The set of protocols to apply to the next step was not provided and we need those. Leslie said there is clearly a communication gap.

Dick LeFebvre tried to clarify the point and asked if the Staff was functioning with a chair. They haven’t developed protocols but they developed a list. We need to task them to get organized and develop protocols for us to start seeing some draft products.

John Payne said he was also confused. Task 1 and 2 on the list really reaffirm the assignment to develop and explain general monitoring recommendations. Task 3 is actually what provides additional monitoring details and evaluates the scope of ongoing programs by all agencies relative to NSSI's interest. There is a filter there. That's our opportunity to say 'what is really useful to us.' Both the Staff and STAP would then provide, under Task 3, recommendations on where the OG could, given the types of monitoring available, direct NSSI to facilitate monitoring & information sharing or give funding support, or could decide that no action is needed. Some of this was driven by BLM activities. How broad scale are these (monitoring topics) things? Are they really necessary and still valid from an NSSI viewpoint? Clearly defining this information and answering these questions will help develop the business plan, i.e. is something not on the list that we clearly need and can accomplish in the future.

Leslie H-B: how do we organize the information so the OG can engage in this conversation and provide guidance?

John Goll: the terms priority and prioritization are mentioned in the Task list - what do they mean? Developing a list of things to use for the \$1.7 million? Or is something a priority of we are all doing similar things and what's the biggest bang for the buck?

John Payne pointed out that what the OG may vote on is tasking the STAP. Is there something that we are missing out there and could we collaborate better on something? Where does this fit?

Bob Winfree: there's 2 things that might be good to separate. 1) John's got a Task list for the STAP who have a science advisory function. 2) the other is what should the Staff be doing right now?

Dick LeFebvre: is the committee was ready to go ahead (if appropriate) and assign the tasks to the STAP and then roll the Staff discussion into the 3:15 pm discussion or is the committee not ready to assign these tasks to the STAP?

John Goll: not sure what he would be voting on. Karla Kolash asked where the tasks came from.

John Payne: the first 3 Tasks were created by he and John Kelley with Staff input. The rest have different origins. Kelley was looking for a way to engage all the 15 STAP members to work together on a visible assignment. I have a lot of confidence in these people. If we don't engage them, we're going to lose the rest of the panel – we wouldn't need them.

Ken Taylor: looking back to about a year or a year and a half ago when the STAP was 1st put together and meetings were held as to how they would be used – the charter said that directives would come from the OG. Henri Bisson said that he needed a monitoring plan and the direction given the STAP was kind of nebulous. This list is a way that the Staff group tried to make this manageable so the STAP could work on this and make accomplishments.

Jon Kurland had not seen the list before but said that it looks like a simple inventory of what is going on and will it really engage a 15 member panel – not really using their expertise.

John Payne acknowledged that it is not real meaty. John Kelley felt we had to start somewhere. It's a simple task. Kelley recommends that we move forward with a 2-day monitoring workshop. Task 3 flushes out more and brings in the STAP and the Staff. We heard from STAP – we don't know what your mandates are but would like to learn more. Can we work together? Stay more informed? Yes, we can do that. That's a way to start engaging them more.

Adrienne Pilmanis: thought Task 1 was not really supposed to be a complete laundry list but focus more on high level issues.

Bob Winfree asked if he could summarize John's task list (Bob prepared summary – see Addenda at end of Minutes). There are 6 tasks here. Tasks 1 and 2 reaffirm/redefine the STAP assignment. Task 3 asks STAP to provide additional details, to evaluate the scope of ongoing programs, and to consider the value of interacting with those programs from NSSI's viewpoint and mandates. The Staff also recommends that the OG directs these activities move forward and the STAP report back to the OG at the next meeting. The end of Task 3 is the final monitoring product. Tasks 4 and 5a request STAP give advice relative to two NSSI-funded projects. Tasks 1 and 2 have essentially already been assigned. Task 3 makes the product of 1 & 2 more useful for OG, and the other Tasks ask the STAP for advice. STAP is feeling under-utilized and they would really like to work more with the Staff.

Tom Melius: that is a much clearer explanation. Still in Tasks 1, 2, and 3 – I am wanting to make sure that 3 is a usable product. Making sure we are working in apples to apples.

Bob Winfree: Tom should charge his staff to work with the STAP so they get the feedback they need as they progress.

Tom Melius: Tasks 4, 5, and 6 are not that confusing. More comfortable with it now.

John Goll: what will be helpful is to actually see something on paper versus theoretical items (e.g. Task 1 list).

Dick LeFebvre asked the committee if they will go ahead and task these things – do they have a consensus.

Leslie H-B: if we don't clearly articulate what we want from the STAP, we will lose them faster than if we don't engage them at all. It is extremely dangerous for our agencies to task a group, formed at the secretarial level, for input and then not accept it when we get it. We must task them carefully and explain what our expectations are. We haven't done a very good job of defining our objectives or articulating them. Ask them about monitoring, to what purpose? I'm not sure my agency did a good job of providing the input. Bringing the whole group together (STAP) is probably the best approach.

Dick LeFebvre: I hear you saying that we should go ahead with Tasks 1, 2 and 3 but hold off on the rest until we can clearly articulate what the objectives and purpose are going to be?

Leslie H-B: the later Tasks are more specific and articulate well. I have no problem with those. I have more of a problem venturing into monitoring without some narrowing down.

John Goll: if Task 1 is done and a product is close, let's maybe approve 1 and 2 but not 3 for right now; at most go ahead and finish Tasks 1 and 2 and then see where we are on this. I'd like to see the results from Task 1.

John Payne said that the way Kelley thought of it, milestones 1 and 2 were leading up to 3. In his mind the first three were a continuum.

John Goll: there is a report due at the end of Task 2 and then we charge them more in Task 3.

John Payne: the stopping point at the end of Task 2 is more of a review.

Dick LeFebvre - We really have one task with two subparts that require approval.

Tom Melius - I want to see the list as we move along. Task 2 completes the universe of knowledge a little more before we get more in depth.

Leslie H-B: I would recommend that you demand of us to articulate the list of monitoring activities, but why. What is the monitoring outcome? There is a reason for that level. There is not necessarily a reason within NSSI. That is really important.

John Payne said that was said in the September 27 STAP meeting, 'how come we can't understand what OG really wants.' This has already been tasked but it was nebulous enough that they were not engaged.

Adrienne Pilmanis: would the OG like to see the draft list of Task 1 so they could comment or revise before the due date for Task 1 which would obviously need to be reset.

Leslie H-B: one of the benefits of this group is that we all have different levels of outcome – we may find that a little extra effort on something that John is doing, it may satisfy my goal as well. I'm afraid we have a list of 'what' but not 'why.'

John Payne - That is exactly what we're looking for.

John Goll - I'd like to see the 'what.'

Karla Kolash - We still need a clear business plan. To me we don't have a plan that really – the OG has a list of objectives in the charter and we need a clear plan to attain those goals defined. They seem nebulous to me yet. Do you think the STAP has a clear understanding of what is being asked of them? Is the STAP going to meet more frequently or do these tasks outside of a formal setting?

John Payne - We can ask them to meet as many times as we want but there is a mandate to

advertise 45 days out. They have requested more meetings and more interaction with the oversight group.

John Goll - They can do subcommittees.

Ken Taylor - The reason the STAP hasn't met since last September is because we were given directions not to spend any money until the budget was finalized. It takes a while to gear back up. The funding situation limited meetings.

Karla Kolash – Noticed the call for nominations in the Director's Report – that means that the first group is already expiring, can that group stay on?

John Payne - Early next week the Federal Register call for nominations will come out. If you go to the science group in the back there are numbers in the left column – those are initial appointment lengths. Year 1 is already expired and year 2 will expire January 11, 2008. All new appointments will be for 3 years and the call for nominations next week will be for replacements for the 1st year group. Next we will send out the call for replacements for the initial 2-year positions along with the charter renewal. The answer is yes, expired appointment members can stay on. The STAP has to nominate themselves or be nominated again and we have to select who we want and submit that list with alternates. It's not automatic but I don't see any reason why the Secretary wouldn't affirm our recommendations.

John Payne - It takes 45 days; it will be mid December when the 1st nomination closes. FACA does not say that you cannot ask people to continue with the membership.

Dick LeFebvre - What is the consensus of the group on the tasks? We've divided the 1st task into three parts. Task 1 is changed to monitoring topics and then after that we need to know what is completed and why.

John Goll - Finish Task 1 and get that out and then get with our staffs on the whys of the list with some explanation of the agency goal.

Brent Sheets - If we get this report, we want to know what data are we measuring and why? What data aren't we measuring that maybe we ought to be? What data do we need to better do our jobs? When NSSI was forming, we did all those round robins and we asked people the same questions – would be nice to see a comparison.

Tom Melius - Can we get Task 1 rewritten and out to us in the next couple weeks? We need to get consensus on that and make sure we are all 'ok' with the wording. Task 1 reworded bringing in the ideas discussed here and the 'why' of these on the list – sent out to all of us – work with our staffs to make sure it is what we want. Back to you in 2 weeks. We can get this done over the computer and then start with task 2.

That is do-able – all in agreement.

Dick LeFebvre – Do we have a consensus on tasks 4, 5 a-b and 6 to move ahead? (No opposition to the motion) Done.

Ken Taylor – Although Ducks Unlimited has been involved in land classification in Alaska, all they are doing here (Task 6) is facilitating discussions.

Tim Jennings – At Staff meeting 10/29 we also mentioned the issue of ongoing cost and repeatability of a land cover and change detection project.

Bob Winfree: what I passed around is out of the draft science strategy that we looked at a lot. It's a summary of agency needs from a couple of years ago. What did we think we needed then.

John Goll - I would like an email with what we just decided to do and with the listing of the monitoring topics and from a specific agency.

John Payne - I'll do that.

Leslie H-B: the task related to different technologies for remote sensitive hydrology (Task 5b) – in the process of that we capture what those technologies can actually monitor. We need to define the key elements of the petrography. I think there are tools that can get us what we want.

John Payne – That is a good suggestion; she's right.

Dick LeFebvre - Are the Staff needs organized? Protocols or work plan? I need clarification.

Bob - I think the Staff could use some direction from Tom Melius just like we went through directions on the STAP on what to work on.

Suggestions:

- Populate the NSSI project database with the agency project information and make the data available on the web.
Another spreadsheet? Go beyond that to create a NPR-B formatted database (Adrienne working on this) get database online and ask agencies to update that database on a regular basis separately. This will help with collaboration/coordination.

Leslie - It is very time intensive to keep the updates current. We were going through a pilot with the agencies as to the minimum input necessary on that.

John Payne - That aside, I've asked Adrienne to work with each of our staffs to ensure we are on the same track of what we have already done. BLM's are done but that's it. Adrienne will pick it up from there.

- Complete the business implementation plan for NSSI. Reaffirm the purpose of vision of what we are trying to accomplish. Need an organizational chart. Indicate how we are going to achieve our vision – what's the measure of success for meeting our objectives.

John Payne - The typical business plan is a 5 year outlook, we need that for the budget cycle.

Jon Kurland - Processes rather than an organizational plan.

John Payne - We need to be very careful, it should be a document that can be changed and reviewed on a regular basis.

Leslie - I was thinking of something else – operational protocols of how the decisions are processed through our various elements.

John Payne – We need those too.

- Energy Policy Act requires a report to Congress in 2008
- Identify the inventory, monitoring and research questions commonly shared by the NSSI participating entities and NSSI scope as defined in our charter.
- Develop a strategy for identifying, prioritizing and funding projects for NSSI attention. Developing protocols for that.

Bob Winfree: Those are my 5 suggestions to the staff committee.

John Goll - Laura hit on the collaboration part. Where do we get the staff sitting around the table, you really need that face to face meeting once a year. We need to have that effort, a day or two meeting, or whatever it takes so that it's a force.

Dick LeFebvre – Do we need to set up a joint meeting?

John Payne - We do not have that lined up. We are trying to integrate the Staff with the STAP. Some of the Staff has asked if we can interface. Can we sit down for those two days with staff and go over these things. Things change on the operational plan throughout the year. We need an update and a close out. Where are we? That hasn't happened. We found some areas where potential collaboration could occur.

Leslie - By defining what our approach is and what our expected outcomes are, then we can make sure as managers that things happen to that end.

Dick LeFebvre - Some of the Staff are questioning whether they have sufficient travel funding to get to meeting. Is each agency taking care of its own staff?

The general consensus was yes.

Jon Kurland - Can we memorialize this list of tasks to the Staff so we can visualize it? It will help with the tasking for clarity.

Bob Winfree: All the things on the list are going to be hard to do without the NSSI personnel there as well.

Dick LeFebvre - Adrienne will send the list out. It is agreed that a meeting is needed between the oversight group, staff group and science group.

John Goll - Collaboration meeting date? Poll when we are available? Before May in the spring? Can take results from that to put into the report to Congress. Just jump right into it.

Dick LeFebvre - Let's have John sort this out and give us a proposal on how to do it. Meeting in early December to go over a few things? We can get into reaffirming NSSI now or at that meeting?

Tom Melius - We may have some results from Task 1 so that may be a better discussion than doing it now.

Leslie – Please send around a calendar and have us respond to it.

Tim Jennings - Can we have Staff listen in to the December meeting?

Dick LeFebvre - That's a good idea.

Leslie - It would be helpful to have a copy of the Energy Policy Act, helpful to be prepared for that meeting. So we can be more on task for that meeting.

John Goll - We need a Bible of the important papers.

Dick LeFebvre - Once John Payne gets some personnel he can do that. Do we want to make that meeting in December a little longer? Decide on next meeting by email and another meeting towards the end of January – we'll firm up that date at the December meeting. OK?

The Chair adjourned the meeting at 4:14 p.m.

ADDENDA

- 1) Bob Winfree's 10-31-07 summary regarding STAP tasks
- 2) Bob Winfree's summary regarding Staff tasks
- 3) Shared Project Matrix from Staff meeting on June 12, 2007
- 4) Project Proposal Process from Staff Meeting June 12, 2007 – two flow charts, one stepwise narrative

- 1) Bob Winfree's 10-31-07 summary regarding STAP tasks:

The Science Technical Advisory Panel is in place and ready for work. We need to provide meaningful assignments that will involve the full Panel if we are to keep their interest. The NSSI Program Staff, Staff Committee, and STAP Chair recommend that the STAP be given the following assignments.

Tasks 1 and 2 reaffirm the Panel's assignment to develop and explain general monitoring recommendations. Task 3 requests that they provide additional monitoring details and evaluate the scope of ongoing monitoring programs by cooperating agencies and others, relative to NSSI's interests. The Staff/Staff Committee recommend that the OG group direct that these activities should move forward and report findings at each OG meeting.

Task 4 and 5a request STAP advice relative to two current NSSI projects, making the GIS/Remote sensing sub-committee a standing body, and providing advice on the placement of hydrologic gauging stations. This information will be relevant regardless of funding source for future gages.

Task 5b expands the hydrologic task by asking the STAP to provide advice on other technologies for obtaining hydrologic data without permanent river gages.

Task 6 requests the STAP to advise the NSSI land cover database project.

2) Bob Winfree's summary regarding Staff tasks:

The NSSI Staff Committee has begun meeting with the NSSI program Staff. There are several tasks that need to be completed soon and we ask that the OG assign NSSI personnel and Staff Committee to work jointly on these tasks and report back to the OG regularly.

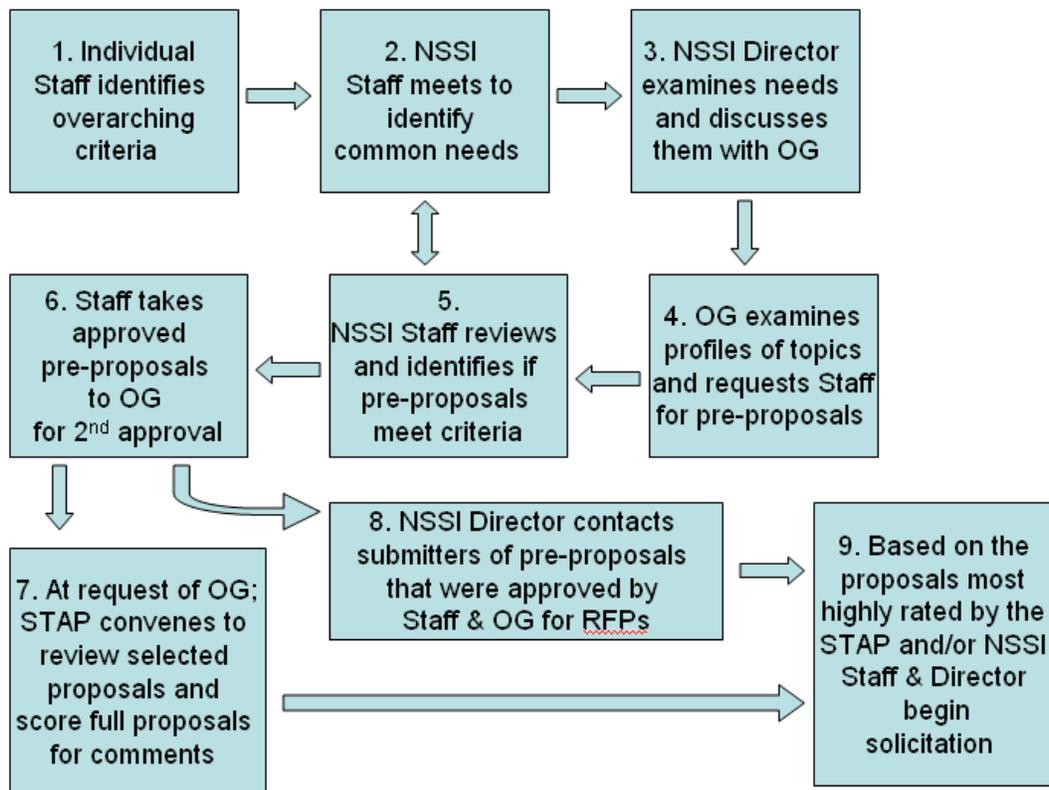
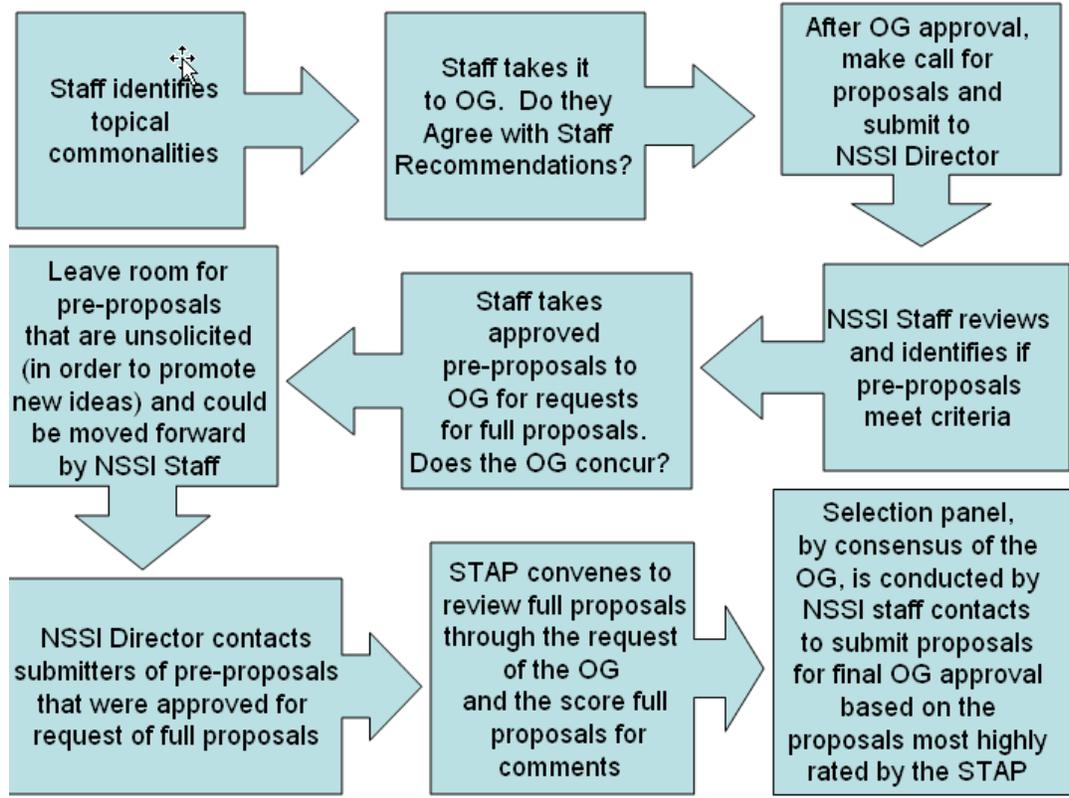
1. Populate the North Slope science project database with agency project information and make the data available on our web site. (Adrienne Pilmanis's primary project while on detail.)
2. Complete a business/implementation plan for the NSSI. Reaffirm the purpose and vision outlined in the Energy Policy Act of 2005. Include an NSSI organizational chart indicating the flow of information and assignments, and products (see NSSI Science Strategy). Indicate how we are going to achieve our vision, and what will be the measures of success.
3. Draft the Report to Congress that is due in 2008.
4. Identify science questions commonly shared by NSSI participating agencies and appropriate to the program scope as defined in the Energy Policy Act and charter. (Start with lists developed for the Science Strategy)
5. Draft a strategy for identifying, prioritizing, and selecting projects for NSSI funding. Draft criteria, review, and ranking protocols. (Some Staff group members have considerable experience in developing and applying project ranking criteria.)

3) Shared Project Matrix from Staff meeting on June 12, 2007:

Subject/Priorities	Agency	Location	Funding
Coastal Marine Institute is large scale cooperative agreement with U.A., there is a \$1 match for every federal dollar.	MMS		Possible shared funding with NSSI
Distribution of marine mammals is most likely to be funded of all COMIDA projects. <ul style="list-style-type: none"> • Marine mammal surveys are roughly 4 year projects with approx. \$1 million per year. 	MMS		Possible shared funding with NSSI
NSB has declining revenues so as much external funding as	NSB		Undefined

possible needed. NPRA provides most			
Ongoing caribou studies TCH	NSB		Possible shared funding with BLM
Fish studies in NPRA around Tesh area where development is likely to occur. Move into Northwest, no baseline studies on fish is available in NW area, some other work in Coleville river delta	NSB		Possible shared funding with Matt, BLM, and NSSI hydrology stations.
Vet, health assessment of bowhead whale and other Marine Mammals, some work with terrestrial mammals, hydrocarbon contamination in fish	NSB		Not funded from NSB, Possible funding with NSSI
Predators, Arctic fox in NPRA, study on gulls in Barrow area. Satellite telemetry	NSB		Not funded from NSB, Possible funding with BLM
Eiders, ESA listing more important for focus efforts, FWS monitoring King and Common, Avian flu monitoring on several spp, snow geese are expanding quite rapidly and impact on Brant populations working with ABR	NSB		Not funded
Working to acquire hi-res satellite and remote sensing data for all AK NPS.	NPS		Link to NSSI land cover project possible
Gauging stations, Corps of Eng. like to see 20+ years of data. Goal is to establish gauging stations outside of NPRA. No definitive areas have been discussed. The cost includes 4 more stations, but does not include data collection.	NSSI		Link with FWS and BLM.
North slope hydrogeography is firm figure but funding is not required in 2008	NSSI		Link with USGS and BLM.
Updating of digital landcover database. Team should be created that includes USGS, FWS, NPS, BLM, NSB, ADFG, and other stakeholders. Last datasets based on 30 m imagery and there needs to updates. Other landcover sets are stand alone and cannot be "cross walked" with other datasets. Protocols developed by AGDC could be updated and used. <ul style="list-style-type: none"> The only project that would not be forward funded would be the Landcover. 	NSSI		Link with ADFG, DNR, NPS, BLM, and FWS; in addition to CPAI and BP
Water quality assessments to test water quality buoys. The buoys we used were successful, but they did not collect all the information that was needed amongst other water quality studies. Include more parameters in future buoys.	NSSI		Link with CPAI, BP; in addition to BLM, USGS, and Univ. of AK.
Projects that we want to forward fund: Website, GINA, Brant, portion of Hydraulic gauging station 2 instead of 4 with operations cost, water quality assessments.	NSSI		

4) Project Proposal Process from Staff Meeting June 12, 2007 – two flow charts, one stepwise narrative



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NSSI Project Proposal Process

1. Staff identifies what the overarching criteria are for NSSI projects; a once a year type of assessment. Asks the questions: What do we do? Where do we go? How does criteria fit NSSI? Etc.
2. NSSI Staff convenes to discuss common needs across the slope. From here the process can either move forward to step 5 by requesting pre-proposals or step 3, seek OG input.
3. NSSI Director examines the needs Staff identified and discusses them with the OG.
4. The OG will examine the profiles of topics and needs and request the NSSI Staff move forward with the request for pre-proposals.
5. NSSI Staff reviews the submitted pre-proposals and determines if they meet the criteria
6. Staff takes approved pre-proposal to OG for second approval. From here the process can either move to step 7 if the OG feels it needs the expertise of the STAP or it can move to step 8.
7. The NSSI Staff can suggest that the proposal needs review by the expertise of the STAP. However, only the OG requests that the STAP convene to review and score selected proposals and present their recommendations to the OG.
 - STAP is there to review, when needed at the request of the OG, Science and Technical questions that cannot be addressed by OG or Staff
8. After second approval from the OG, the NSSI director requests full RFPs from approved pre-proposals.
9. Based on the most highly rated proposals from the STAP and/or the NSSI Staff RFP solicitations begin.