

National Sea Grant Advisory Board (NSGAB) Meeting
August 19, 2014
Meeting Minutes

Conference Call
National Sea Grant Office
1315 East West Highway
Silver Spring, Maryland

Tuesday, August 19, 2014

Introductions, review agenda, etc. (R. Schmitten, Chair, NSGAB)

Roll Call:

Board attendees present: Dale Baker, Patricia Birkholz, Paulinus Chigbu, Rosanne Fortner, Amber Mace, Michael Orbach, Nancy Rabalais, Rolland Schmitten, Harry Simmons, William Stubblefield, Richard Vortmann, Richard West, Leon Cammen (*ex-officio*) and LaDon Swann (*ex-officio*)

National Sea Grant Office (NSGO) attendees: Nikola Garber, Chris Hayes, Elizabeth Rohring (Designated Federal Officer)

Other attendees:

Jennifer Maggio-National Sea Grant Office, Contractor, 2020 Company, LLC

Discussion and approval of draft Advisory Board report to Congress on the state of Sea Grant (Report) (R. Fortner, NSGAB)

Dr. Fortner opened the meeting to any comments on the draft 2014 Advisory Board report to Congress on the state of Sea Grant.

- Mr. Schmitten noted that the Boards position on Sea Grant reauthorization should be consistent throughout the document. The topic of reauthorization is located in 4 places (pages 3, 4, 7, 24, 25) and the Boards position is not repeated throughout the document.

- Comments/Suggestions:
 - The Board agrees their position to support the removal of the Sea Grant administrative cap needs to be consistent throughout the document.
 - Mr. Schmitten suggested the wording be added under the section on Metrics and Measures on page 25.
 - Dr. Mace suggested the support to remove the Sea Grant administrative cap should be added to the Executive Summary on page 5.
- Mr. Schmitten referenced the section on Performance Measures and Metrics on page 33. He noted the Board needs to understand where the metrics and measures came from and how they are calculated before presenting to Dr. Kathryn Sullivan, NOAA Leadership, etc.
 - Comments/Suggestions:
 - Mr. Hayes gave a brief overview of the measures and metrics vetting process. Measures and metrics are reviewed and validated by the program. The FY14 Performance Measures and Metrics don't include all economic benefits. Mr. Hayes offered the full list of economic benefits to the Board which includes explanation of how the numbers were reached. Ms. Rohring also gave the Board the option of a briefing to provide them with more examples and explanations of the performance measures and metrics.
 - Dr. Mace asked Mr. Hayes if the numbers are shown as an economic benefit only because Sea Grant exists and if the numbers are broken out separately between what business and or jobs are created or sustained. Mr. Hayes reported the economic benefit is described as jobs and or businesses that would not exist without the help of Sea Grant or not sustained if it were not for Sea Grant. He also noted the numbers are reported separately.
 - Mr. Hayes will provide the Board information on how the performance measures and metrics are reported.

- Mr. Schmitten referenced the section State of the Sea Grant Network where reallocation is referenced on page 7, paragraph 2. He believes this paragraph should be past tense. These actions have already been implemented with Sea Grant.
 - Comments/Suggestions:
 - Dr. Cammen noted Mr. Schmitten is correct. The tense ought to be past tense. The policies have been implemented and are in effect.

- Dr. Orbach reported in several different areas of the report where different phrases are used to describe funding. For example on page 5, minimal level of funding; page 7, level of base funding; and on page 24, functional minimum budget. Dr. Orbach recommends one phrase should be used consistently. They all have a different connotation.
 - Comments/Suggestions:
 - Dr. Cammen noted the minimum level of base funding is defined as the base of \$1M. It is intended to guarantee a Sea Grant Program can function as a program. It is a minimum level of base funding.
 - Dr. Cammen noted on page 11, base funding is referred to as minimum funding level.
 - Dr. Fortner tasked the NSGO with rewording the funding portion on page 5 and 11. Dr. Orbach also noted additional pages that need to be reviewed (pg. 7, 8, 11, 24, 28).

- Dr. Fortner noted Mr. Schmitten suggested adding STEM to the opening letter on page 3.
 - Comments/Suggestions:
 - Dr. Rabalais noted the section on STEM is too long.
 - Dr. Fortner suggested minimizing bullets, but they address different levels and audiences.
 - Ms. Rohring noted the section on medication disposal is mentioned twice.

- Dr. Orbach suggested adding the Knauss Program in the summary on page 29, number 4.
 - Comments/Suggestions:
 - Dr. Fortner noted the Sea Grant Knauss Program was not targeted. Ms. Rohring reported the Sea Grant OSTP Memo noted that K12 education and the Sea Grant NMFS Fellowship would not be supported.
- Dr. Rabalais reported on the old and new focus areas and how they are inconsistent throughout the report. On page 25 the new focus areas are listed and on page 27 the emerging opportunities are in with the old focus areas. The other two documents on emerging opportunities and potential areas for strategic investment are focused on the new focus areas. The Board agreed to use the new focus areas for the emerging opportunities section.
- Dr. Orbach suggested adding a few words in the executive summary on emerging themes.
- Dr. Orbach noted on page 27, there should be text transitioning the Emerging Opportunities for Sea Grant and the 2014 Recommendations chart.
- Mr. Baker noted on page 18 in the Sea Grant Action under Sea Grant’s Response to Sandy it references there are 360 extension agents. On page 9 under Connecting Science to People and Policy the paragraph mentions there are 400 extension agents. Dr. Cammen noted he will get the correct number.
- Mr. Baker noted on page 28, number 3 the document indicates “Sea Grant has benefited from level funding...” Mr. Baker feels it should be reworded. Dr. Cammen suggested the wording be changed to “Sea Grant has been level funded in the past...”
- Dr. Mace noted there should be a few sentences in the opening of the focus area section that should put these into context.
- Ms. Rohring reported impacts have been added to the Focus Area Impact: Hazard Resilience in Coastal Communities section on page 14 that includes Lake Champlain Sea Grant and Puerto Rico Sea Grant. Ms. Rohring will send the changes to the Board.

- Mr. Vortmann noted the section on Integration with NOAA on page 25 doesn't mention Sea Grant and feels it is not relevant to the report.
 - Comments/Suggestions:
 - Dr. Fortner noted these details are in response to the 2012 Biennial Report to Congress.
 - Mr. Schmitten noted on page 23, the Partnerships section describes the Sea Grant NOAA partnerships in a full paragraph with examples. He feels it is redundant and can be combined.
 - Dr. Rabalais suggested taking the useable portion on page 25 and combining it under Partnerships on page 23.
 - Dr. Fortner tasked Dr. Garber and Ms. Rohring with combining the two sections and revising the wording under New Focus Areas, Strategic Plan, and Site Visits.

Motion by Mr. Vortmann to approve the draft Advisory Board report to Congress on the state of Sea Grant while providing the committee latitude to make the changes as discussed.

2nd Dr. Orbach; Unanimous approval.

Motion Approved.

Identify Members of the Nominating Committee (R. Schmitten, Chair, NSGAB)

Mr. Schmitten reported that Admiral West agreed to the Vice Chair position for 1 year out of a 2 year term. Mr. Schmitten will recommend a new Nominating Committee in which anyone serving will not be eligible for the 1 year Vice Chair position. Mr. Schmitten nominated himself, Mr. Franklyn Beal and Dr. Nancy Rabalais.

Mr. Schmitten asked any Board members who are interested in becoming Vice Chair to let him know. Dr. Rabalais asked if the position is for 1 year. Ms. Rohring replied the NSGAB is not bound to a 1 year term and she will have to review the procedures manual, but

generally the Vice Chair runs the length of the Executive Committee. This does not mean they can't serve for the next 2 years.

Motion by Dr. Mace to approve the recommended Nominating Committee.

2nd Senator Birkholz; Unanimous approval.

Motion Approved.

Motion by Mr. Vortmann to adjourn the meeting.

2nd Dr. Rabalais; Unanimous approval.

Motion Approved.