

**IOOS Advisory Committee Minutes**  
**Virtual Meeting**  
**September 22, 2015**  
**12:00 p.m. – 3:00 p.m. ET**

**Member Attendance:** Conrad Lautenbacher (Chair), Tom Gulbransen (Vice-Chair), Justin Manley, Chris Ostrander, Tony MacDonald, Val Klump, Ann Jochens, LaVerne Ragster, Brian Melzian (Ex-Officio), Jessica Snowden (DFO), Vicki Kromer (Committee Staff)

**Members Absent:** David Legler (Ex-Officio), Linda Lillycrop (Ex-Officio)

**Public Attendance:** Terry Browne, Yael Seid-Green

**Discussion:**

Opening remarks and meeting agenda were provided by the Chair. Each workgroup was asked to provide an update on their topics. Time was also dedicated to talk about the fall meeting in USVI.

**Workgroup “Raising the Visibility” led by A. Jochens:**

- A. Jochens is continuing her efforts to think about how to “raise the visibility of IOOS.” Highlights of what could become a documents included:
  - Continue to work with IOOC members to discuss their role in IOOS and inform in terms of a broader IOOS
  - In relation to the P3 document, see if the IOOC is willing to have another analysis done that would target how to raise the visibility of IOOS
  - Draft a letter to the NOAA Administrator and the IOOC on how to look at IOOS more broadly
  - Draft a letter to the NOAA Administrator urging NOAA to take a stronger role within the IOOC to encourage member agencies to advance IOOS
- T. MacDonald, J. Manley, and L. Ragster offered to help A. Jochens develop these ideas

**ACTION:**

Members should list topics and feedback on what are the Committee’s priorities for November and send them to C. Lautenbacher.

**Workgroup developing letter on how IOOS supports resilient solutions led by L. Ragster:**

- L. Ragster briefed the committee on the draft letter on how IOOS supports resilient solutions. She mentioned that the previous recommendation “Elevating IOOS to a National Endeavor” was a great overarching letter and that this letter and other recommendation “fall out” from that
- B. Melzian commented that this was overall an excellent letter. He suggested that it include examples from the Gulf of Maine for maritime safety and GoMOOS for Coastal Community Planning; however Committee refrained from making any major edits to the draft.
- T. Browne offered to provide language to the Committee on supply chain strategies that the Committee could add in the letter
- T. Gulbransen asked if Committee should be mindful of Hauke Powell. T. MacDonald added that he thinks Hauke Powell has more specific information on economy that translates to resilient communities

**ACTION:**

L. Ragster will add supply chain wording and final edits.

**Workgroup update on post-Certification opportunities “Congratulations” letter to PacIOOS led by C. Ostrander:**

The Committee reviewed the letter drafted by C. Ostrander and the group discussed minor smithwork edits.

Discussion included:

- Add that IOOS has reached a new level of maturity in response to C. Lautenbacher’s suggestion
- T. MacDonald suggested that the letter should acknowledge PacIOOS – the tone of the letter now is very top-down. He also asked if the letter should be more “explicit.” C. Ostrander pointed out that there is not an ask in the letter. The Committee wants to highlight that this happened and it’s important
- In response to T. MacDonald, A. Jochens suggested to include something along the lines of “we look forward to certification in the rest of the regions.” L. Ragster supported this recommendation.

**ACTION:**

C. Ostrander will include the minor edits from the discussion and the letter will be ready for submission in the next couple of weeks.

**Workgroup on developing support letter for “ICOOS Act ReAuthorization” led by T. MacDonald:**

The Committee reviewed final letter.

Highlights of the discussion included:

- Reminder that this letter goes to the NOAA Administrator and IOOC, not to Congress. It may be used by individuals (Regional directors, etc) as a reference point when they meet with Hill staff.
- Committee agreed that the IOOS Association through J. Quintrell should have this letter in hand.

**ACTION:**

J. Snowden and V. Kromer will prepare final letter to submit to NOAA and IOOC.

**Workgroup update on ideas for improving integration of industry into IOOS led by T. Gulbransen:**

T. Gulbransen updated the Committee on the leveraging P3 document drafted by the IOOC. He provided them some edits to the documents and they have adjusted the document in response. If people are interested, they would welcome another round. He also recommended that the Committee read the last three pages of the report and suggested that feedback to this document be included on the November meeting agenda.

**Fall Meeting in USVI:**

The Committee briefly conversed about the upcoming meeting in November at the University of the Virgin Islands – St. Thomas.

Highlights of the discussion included:

- T. MacDonald offered that this could be framed as a case study and talk about the region in a concrete way i.e. What is success in the Caribbean? (also my notes are horrible on this – not sure if you have anything better)
- T. Gulbransen added that he wanted to know how IOOS should be used locally. C. Lautenbacher added onto that and wanted to include should it be used
- L. Ragster stated that it would be good to bring up the P3 discussion on the afternoon portion of the meeting
- L. Ragster also emphasized that local stakeholders will be interested in this meeting and there will probably be press present

**Public Comment Period:**

A public comment period was held. There were no public oral or written comments.

**Administrative updates from IOOS Program Office:**

IOOS Program Office staff will work on the press release and share with L. Ragster for the meeting in USVI so that she may pass it along to her contacts

**Closing:**

Meeting and actions recapped by Chair and meeting concluded at approximately 1:45 p.m. ET.

**SUMMARY OF ACTIONS:**

1. Members should list topics and feedback on what are the Committee's priorities for Novembers and send them to C. Lautenbacher.
2. Statement on how IOOS supports resilient solutions - L. Ragster will add the edits on supply chain wording and edits to the end of the letter of the letter to Dr. Sullivan that precede the examples.
3. Post-Certification letter - C. Ostrander will make approved editing revisions in the next couple of weeks. Letter will be ready for submission.
4. IOOS AC staff will prepare the final ICOOS Act Reauthorization letter for transmittal to NOAA Administrator and the IOOC.
5. IOOS Program Office staff will work on the press release and share with L. Ragster for the meeting in USVI so that she may pass it along to her contacts.