

**U.S. IOOS Advisory Committee
Administrative Virtual Meeting
April 7, 2020
1:30 - 3:30 PM ET**

1. *Meeting Welcome and Roll Call* (Krisa Arzayus)

K. Arzayus called the meeting to order and took the roll.

Attendees: S. Rayder, B. Derex, K. Arzayus, J. Hailes, O. Schofield, J. Quintrell, S. Graves, J. Hagen, R. Winokur, M. McCammon, C. Gouldman, T. Curtin, D. Rudnick, D. West, R. Perry, D. Vandemark, B. Zelenke, J. Haines, H. Battey, L. Gewain, L. Lorenzoni, J. Read, N. Rome, K. Desai

Announcements for the committee:

- Marnie Brown has departed and her role will be taken over by L. Gewain until Marnie's position is filled.
- The annual Ethics briefing for the FACA will take place during the next admin call on June 17th.

2. *Checking in: How is everyone doing?* (Scott Rayder)

S. Rayder checked in with the committee, ex-officio, and staff members. No major issues noted.

3. *Announcements* (Scott Rayder)

S. Rayder made two announcements:

- S. Graves has accepted the nomination to serve as the new FAC Vice Chair. S. Rayder called for a vote and the nomination was unanimously passed.
- Letters to NOAA and IOOC, which were called for during the February FAC meeting, have been drafted and shared with the committee. General consensus would be appreciated before dissemination. S. Rayder asked that all comments and edits be submitted via email or within the document by April 17th (ACTION). The goal is to submit the letters to NOAA and IOOC on April 24th.
 - Comments and suggestions made on the call:
 - B. Winokur: Remove COVID-19 paragraph and move Blue Economy paragraph to the end with a summary of actions/recommendations/working group activities from face-to-face meeting.
 - M. McCammon: Expand blue economy paragraph to include offshore examples.
 - D. West: Add names of all committee members to both letters. Add language to indicate the need of aligning messaging with GOMO and IOOS (ACTION). Schedule briefing for the NOAA administrator.

- J. Quintrell: Include UN Decade in language concerning message alignment.
- S. Rayder: Include language indicating the scheduling of a briefing on the requirements process.

4. *Review draft Recommendations and Actions from Feb Public Meeting* (Becca Derex and Nick Rome)

B. Derex and N. Rome reviewed the actions, get backs, and recommendations from the February FAC meeting. Voting members participated in a poll to rank the “Need AC Decision” actions as high priority, low priority, and delete action. Results were calculated and actions were ranked in the action spreadsheet.

- Comments and suggestions:
 - S. Rayder: Phase low priority actions in as high priority actions are achieved.
 - M. McCammon/S. Graves: Consolidate all cloud data actions and keep as low priority for now.
 - M. McCammon: Make whiteboard session internal.
 - K. Arzayus: Host whiteboard session at next public meeting with representatives from key ocean observing offices within NOAA.
 - R. Winokur: Include NOAA Observing Systems Council.
 - D. Rudnick: Initiate background work and include different aspects of observing (ex: fisheries).

5. *Review Tentative Summer Calendar* (Krisa Arzayus)

K. Arzayus reviewed the tentative summer calendar. The committee agreed that two meetings per preparatory working group will suffice for April-June. The next admin call will take place on June 17th.

6. *Public Meeting Agenda (August 4-6) Development* (Scott Rayder)

S. Rayder reviewed the proposed agenda for the August public meeting and discussed the potential of changing the meeting to be virtual. The committee agreed to continue planning the meeting as in-person, for now, to be revisited at June admin call.

- Suggestions for additional agenda topics:
 - J. Hagan: Add IOOC/IOOS FAC relationship and discuss methods of improvement
 - M. McCammon: Add technology development and HABs/eDNA
 - K. Arzayus: Add discussion surrounding priority areas for CeNCOOS

7. *Meeting wrap-up, Q&A* (Krisa Arzayus)

K. Arzayus adjourned the meeting.