

## **Prince William Sound Oil Spill Recovery Institute Advisory Board *Draft* Fall 2005 Meeting Minutes**

### **Cordova Library Meeting Room**

### **9/26/05 Morning session: Joint Meeting with PWSSC Board**

### **9/26/05 Afternoon session: OSRI Board Meeting**

<b>Roll Call</b>	<p><b>Call to order by Vice-Chairman Doug Mutter at 9:34 a.m.</b></p> <p><b>OSRI Board Roll Call:</b> Douglas Mutter, Capt. Steve Hudson, Leslie Pearson, Carol Fries, Mark Fink, R.J. Kopchak, Michael Bronson, Doug Lentsch, Marilyn Leland, and Susan Saupe, were present. Glenn Ujioaka was present via teleconference. A quorum was established.</p> <p><b>PWSSC Board present:</b> John Goering, Meera Kohler, Chuck Meacham, Walt Parker, Dave Reggiani, and Steve Smith. Molly McCammon was present via teleconference.</p> <p><b>OSRI staff present:</b> Nancy Bird, Carl Schoch, and Penny Oswald.</p> <p><b>Public:</b> Mary Anne Bishop and James Thorne (PWSSC staff), Ken Adams (PWSFRAP), Ted Cooney (OSRI Scientific &amp; Technical Committee member), Richard Dworsky (EVOS Trustees), and Branch Haymans (Morgan Stanley).</p> <p><b>Recorder:</b> Barclay Jones-Kopchak</p>
<b>Agenda Approval</b>	<p><b>The Agenda for 9/26/05 with the addition of “Financial Report” to the Review of Organization Structure was approved.</b></p>
<b>Public Comments</b>	<p><b>PWS Fisheries Research Application &amp; Planning (PWSFRAP):</b> Ken Adams reported that PWSFRAP was in the midst of a four year process to practically apply the results of the SEA program. They had submitted proposals to the EVOS Trustees to implement the pink salmon return prediction model and had another revised proposal for work in FY06. OSRI’s zooplankton and hydro-acoustic monitoring are essential to PWSFRAP’s efforts and Adams hopes there will be joint work with OSRI in the future.</p>
<b>Revised Organizational Structure of PWSSC &amp; OSRI</b>	<p><b>Revised Organizational Structure of PWSSC &amp; OSRI:</b> Bird shared the updated list of PWSSC Board members. Outgoing PWSSC Chair Kohler heralded the key success of Congress’s indefinite extension of OSRI. She felt it important to work with the Coast Guard to help increase the financial yield from the \$22.5 million corpus to increase OSRI’s finding capacity.</p> <p>Bird discussed the institutional organization chart. The OSRI Research Program Manager will replace the outgoing OSRI Science Director position. Kohler reported that the PWSSC Board recommends that this replacement position become a shared administrative and science director position and its costs split with OSRI. Kohler suggested that OSRI’s revamped project solicitation guidelines would preclude any</p>

	<p>conflict of interest issues.</p> <p>OSRI Board members discussed mixed feelings about any shared position – aside from the Executive Director - but agreed that a science background was important. Kohler noted that PWSSC cannot afford a full-time Science Director not supported by research dollars.</p> <p>Bird pointed out that the new organizational chart changed the relationship of the OSRI Science Director as still reporting directly to the OSRI Director/PWSSC President but no longer directly to the OSRI Advisory Board. The new OSRI Science Director would be a more managerial role and would not include research. The Five Year Science Plan has obviated most of the conflict of interest issues because the Board determines funding choices.</p>
<p><b>OSRI Investment Report</b></p>	<p><b>OSRI Investment Report:</b> Branch Haymans of Morgan Stanley presented a Comparative Performance Review (12/31/04). The portfolio's 6.5% gross return measured well against Lehman Brothers Government Credit Intermediate Return of 6.4%. Haymans stated that the smaller account of \$1,060,000 was invested in index linked CDs, which had been on somewhat of a roller coaster ride of late but were still OK. Bird noted that \$133,000 from OSRI's reserve funds will be required to pass the FY06 Budget with \$845,000 to come from the Morgan Stanley managed funds.</p>
<p><b>Partnership Programs with PWSSC</b></p>	<p><b>Partnership Programs with PWSSC:</b></p> <ul style="list-style-type: none"> <li>● <b>Alaska Ocean Observing System (AOOS):</b> Bird explained that AOOS was part of a national effort to integrate ocean observing systems into the regular federal budget. National authorizing legislation for \$109 million to help this process had passed one side of Congress, and Bird is cautiously optimistic that legislation will pass, if not this year, next year.</li> </ul> <p>PWS Observing System (PWSOS) is a pilot program for AOOS to demonstrate integration of data and use of resulting products to stakeholders in the Prince William Sound region. Work is ongoing in developing a website and the program's expansion in other regions. NOAA's project grant to PWSSC of \$730K in support of PWSOS – obtained through the EVOS Trustee Council – ended August 31, 2005. A separate NOAA grant to PWSSC in support of PWSOS continues through FY06.</p>
<p><b>Final Comments &amp; Adjournment of Joint PWSSC/OSRI Board Meeting</b></p>	<p><b>Comments:</b> Kohler said that though PWSSC's mission differed slightly from OSRI's there is dovetailing and hopes the two organizations will continue to work together. She encouraged OSRI Board members to become PWSSC members.</p> <p><b>Adjournment:</b> The Joint PWSSC/OSRI Board Meeting was adjourned at 11:12 a.m.</p>
<p><b>Break</b></p>	<p><b>A break was taken from 11:12 a.m. to 11:28 a.m.</b></p>

<b>OSRI Board Meeting</b>	<b>Mutter called the OSRI Board Meeting to order at 11:29 a.m.</b>
<b>Approval of Minutes</b>	<p><b><u>Motion to Approve 2/12/05 Minutes</u></b>  <b>MOTION: Leland moved, and Kopchak seconded, a motion to approve the minutes of 2/12/05 as amended.</b>  Amendments: Under <i>Partnerships (cont.)</i> p. 6 strike: <del>Board members from PWS and Cook Inlet RCAC shared their experiences on these issues.</del>  ▶ Leland offered to highlight several typos for correction by staff at a later time.  <b>The motion passed unanimously.</b></p> <p><b><u>Motion to Approve 5/12/05 Minutes</u></b>  <b>MOTION: Leland moved, and Pearson seconded, a motion to approve the minutes of 5/12/05 as amended.</b>  Amendment: p. 1 Under <i>Motion by Mutter to Appoint Saupe</i> add: <u>FY06.</u>  <b>The motion passed unanimously.</b></p>
<b>Vice Chair's Report</b>	<b>Vice Chair's Report:</b> Mutter relayed Chairman Calder's concern that the hiring of a science administrative person (the new position titled OSRI Research Program Manager) may result in more scientific oversight/leadership being required from the Scientific and Technical Committee. He recommended that the Board discuss this.
<b>Director's Report</b>	<ul style="list-style-type: none"> <li>● <b>OSRI Extension:</b> Bird announced again the passage of Congressional legislation extending OSRI's existence. Now that OSRI is 'permanent' Bird recommends efforts be re-doubled to discuss with the Coast Guard and Treasury Dept. a revamping of the investment strategy to increase the interest earnings on the OSRI corpus.</li> <li>● <b>FY05 Work Plan Projects:</b> Most FY05 Work Plan projects were proceeding on schedule. The Oil Spill Curriculum was a little behind schedule but should be ready by November. The new Quarterly Report format was working well</li> <li>● <b>Board Memberships:</b> <ul style="list-style-type: none"> <li>- <b>Native Representation:</b> Bird was still working on recruiting Alaska Native representatives to recommend to the governor for appointment to the Board.</li> <li>- <b>NPRB:</b> The NPRB Board of Directors has approved a one year joint Request for Proposal on a pilot basis. This will be considered by the OSRI Board later in this meeting.</li> <li>- <b>AOOS:</b> Bird reported as a member of the AOOS governing board and referenced her earlier report on AOOS activities..</li> <li>- <b>PWS RCAC:</b> OSRI continues to hold an ex-officio, non-voting seat on the PWS RCAC Board. Bird has been attending RCAC meetings on behalf of the City of Cordova and intends to have the new Research</li> </ul> </li> </ul>

	<p>Program Manager serve as OSRI’s representative at RCAC meetings.</p> <ul style="list-style-type: none"> <li>● <b>Coastal Resources Research Center Workshop:</b> Saupe, representing OSRI, and Pearson (representing Alaska Dept. of Environmental Conservation) attended a workshop earlier in September hosted by the Coastal Resources Research Center at the University of New Hampshire. The workshop focused on dispersant research and developing plans as a follow-up to the National Research Council’s recent report on dispersants. There is a better understanding of dispersant use in the deep ocean and more near-shore research is needed. Next fall, a workshop is planned to focus on the human dimension in decision-making related to dispersants.</li> <li>● <b>FY05 Audit:</b> The FY05 audit is scheduled for early November.</li> <li>● <b>FY03/04 Annual Report:</b> The two year report for FY03 and FY04 is stalled but Bird intends to finish it within a month and then wants to do annual reports, not two-year reports.</li> <li>● <b>Grant Policy Amendments:</b> Bird recommended that a special meeting be held in late fall to discuss and adopt the Grant Policy Manual amendments.</li> <li>● <b>Personnel:</b> The Science Director’s resignation will be effective November 30, 2005. A replacement position, Research Program Manager, is advertised and Bird hopes to hire someone by late November. Science Director Carl Schoch is willing to continue to work on a part-time basis for OSRI to complete the CRRC proposal reviews and to provide for a smooth transition. This one-to-two month overlap would require additional funds in the FY06 budget.</li> </ul> <p>Board members discussed who should be on an interview committee for this position. Fink, Leland, Fries, and Ujioka felt OSRI Board input was important. Kopchak felt AOOS or PWSSC staff should be utilized. Concerns over conflicts of interest were raised and discussed.</p> <ul style="list-style-type: none"> <li>● <b>Websites:</b> Bird shared various institutional website addresses all of which lead to the Science Center’s and OSRI’s web pages.  <a href="http://www.pws-ossri.org">www.pws-ossri.org</a>; <a href="http://www.pwssciencecenter.org">www.pwssciencecenter.org</a>;  <a href="http://www.pwssc.gen.ak.us">www.pwssc.gen.ak.us</a>; or <a href="http://www.pwssc.net">www.pwssc.net</a></li> </ul>
<b>Lunch</b>	<b>A lunch break was taken from 12:10 – 1:08 p.m.</b>
<b>Personnel</b>	<ul style="list-style-type: none"> <li>● <b>Research Program Manager Hire:</b> Mutter announced that he and Ted Cooney (Science and Technology Committee Member) would serve on the interview committee for the Research Program Director.</li> </ul>
<b>Science Director’s Report</b>	<p><b>2005 OSRI Program Budget:</b> Schoch reviewed work plan projects.</p> <p><b>1. Understand (\$505K) –</b></p> <p><b>(a) Weather Stations (NRCS) - \$40K:</b> Six weather stations were upgraded to Snotel standards with \$40K contributed by OSRI, \$10K by PWS RCAC for Nuchek, and \$25K by NOAA. There will be more</p>

deployments with AOOS earmarked funds in 2006. All the stations will be maintained by OSRI. Schoch explained the stations' capabilities (including precipitation measurement) and placement. PWS has the densest array of weather stations in North America.

**(b) Oceanography of PWS (PWSSC) - \$150K:**

- Post-doc staff – Claude Bellanger (\$75K) who also analyses CTD and ACDP data archives and prepares reports and publications
- Advisor – Steve Okkenen (\$15K)
- Marine Technician – Shelton Gay (\$35)
- Oceanographic equipment maintenance
- Support vessels charters and logistics (\$15K) to maintain five year oceanographic moorings and perform seasonal hydrographic surveys.

**(c) Ecology of the Copper River Delta (PWSSC) - \$75K:** Bishop continued work on the second year of her three year grant.

**(d) PWS Zooplankton Surveys (PWSSC) - \$75K:** Thorne continued work on the second year of his three year grant

**(e) Weather Forecasts (AEFF) - \$60K:** Peter Olsen had created map animations of 36 hour forecasts from data delivered to FTP sites. He looked forward to OSRI validation data.

**(f) Ocean Circulation Forecasts (JPL) - \$60K (plus federal funding):** Dr. Xavier Capette of the Jet Propulsion Lab was working on a map animation of 72 hour forecasts. This model would be finished in 2008 and then compared to the Princeton Ocean Model which is being maintained by a PhD candidate at the University of Miami.

**(g) Wave Forecasts (Texas A&M University) - \$5K**

**(h) Database Management (UAA) - \$40K:** As a demonstration model, the PWSOS is receiving substantial support from AOOS for this effort, and OSRI's support is just one part of a larger effort. Schoch is working with data managers at both UAA and UAF on the data dissemination, archiving and website.

**2. Respond (\$200K)** No proposals for cold climate research were accepted for funding. The money budgeted is being rolled into the FY06 Work Plan.

**3. Inform (\$180K)**

**(a) K-12 Science Education Programs: (\$40K)** with \$25K for the Discovery Room and \$15K for the Forest to the Sea program.

**(b) Coastal Community Outreach & Ed. (Imaginarium): (\$15K)**

**(c) Cordova High School Student Scholarships: (\$1K)**

**(d) National Ocean Science Bowl: (\$2K)** Schoch proudly reported that Cordova placed third in the statewide competition.

**(e) Student Fellowships: (\$100K)**

- i. Jim Alanko (UAF PhD candidate), year 1 of 3
- ii. Sean Kelly (UAF Masters candidate), year 1 of 2, herring otoliths

	<p>iii. Catherine Foster (UW PhD candidate, 1 year only, food middens  iv. Xianlong Wu (U Miami PhD candidate), year 2 of 3, Princeton Model</p> <p><b>(f) Website:</b> (\$5K)  <b>(g) Board Discretionary Workshops:</b> (\$15K) Remained unspent..  <i>(Note: Following the meeting, it was determined that the approved FY05 work plan had not included \$15K for workshops.)</i></p> <p><b>4. OSRI Partnerships, Recurring Funds:</b>  <b>(a) Cold Climate Research (CRRC):</b> \$100K  <b>(b) Cooperative Institute for Coastal and Estuarine Environmental Technologies (CICEET):</b> \$200K</p> <p><b>2005 Appropriations (one-time):</b>  <b>(a) PWSSC (NOAA NOS)</b> \$494K  <b>(b) PWSSC: through EVOS GEM program (NOAA COTS),</b> \$730K (for AOOS)</p> <p><b>Future (pending): AOOS for PWSOS Demonstration</b>  2006 - \$232K; 2007 - \$530K; 2008 - \$539K. These represented NOAA funds awarded to AOOS, part of which would flow to PWSSC.</p> <p><b>5. Other programs (\$140K);</b>  <b>(a) Annual Report</b> (\$10K)  <b>(b) Science Director</b> (\$120K)  <b>(c) STC Meeting Travel</b> (\$10K)</p> <p><b>Other Projects:</b>  Schoch also reported on other research related work he has completed since the last OSRI Board meeting.</p>
<p><b>Scientific and Technical Committee Report</b></p>	<ul style="list-style-type: none"> <li>● <b>Fellowships:</b> Goering related that the Scientific and Technical Committee (STC) was active in reviewing and recommending awards for the three new fellowships and the FY06 Work Plan. .</li> <li>● <b>Chair:</b> Phil Mundy has consented to chair the committee until Spring 2006.</li> <li>● <b>NPRB &amp; OSRI Joint Research:</b> Schoch reported that since NPRB &amp; OSRI agreed last spring to consider release of a joint RFP this fall, he proposed to NPRB pursuit of three general topic areas which came from the June 2005 Workshop focused on how to include biology in the OOS program. The three general topic areas were forage fish, marine organism tracking, and long term ecological research. Of those, the NPRB Science Committee was most attracted to forage fish projects, and the NPRB Board approved proceeding with a one year joint RFP now scheduled for release October 7, 2005. Schoch said the OSRI STC favored all three initiatives but prioritized forage fish, which now</li> </ul>

	<p>appears in the proposed '06 Work Plan. Board members discussed the importance of understanding the biological component as part of the post-oil-spill decision making tool box. Bronson wanted to emphasize this justification for pursuing these studies.</p>
<b>Break</b>	<b>A break was taken from 2:31 to 2:46 p.m.</b>
<b>FY06 Work Plan</b>	<p><b>FY06 Work Plan:</b> Schoch reviewed components of the FY06.</p> <ul style="list-style-type: none"> <li>▶ Fink found it helpful to see funding partners listed in each component of the Work Plan.</li> <li>● <b>Understand:</b> \$620K</li> </ul> <p><b>(a) Physical</b></p> <ul style="list-style-type: none"> <li>i. maintain 10 weather stations (NRCS) - \$40K</li> <li>ii. oceanography of PWS (PWSSC) - \$150K</li> <li>iii. weather forecasts (AEFF) - \$60K</li> <li>iv. ocean circulation forecasts (JPL) - \$60K</li> <li>v. wave forecasts (TAMU) - \$5K (computer operational)</li> <li>vi. database management (UAA) - \$40K</li> <li>vii. PWSSC data support (\$15K)</li> </ul> <p><b>(b) Biological - \$250K</b></p> <ul style="list-style-type: none"> <li>● <b>OSRI-NPRB Cooperative Research Topics / Partnerships Goals:</b></li> <li><b>(a)</b> role of forage fish in the Northern Gulf of Alaska and PWS</li> <li><b>(b)</b> tracking &amp; monitoring of marine organisms using acoustical arrays</li> <li><b>(c)</b> long term (more than 20 yrs) ecological review program on top of OOS.</li> </ul> <p>Schoch gave an overview of NPRB review process and timeline. He added that OSRI Board input in the review process would be needed. He referred to the OSRI-NPRB Cooperative Research Topics handout (p.1, bottom paragraph) for a description of the NPRB RFP.</p> <ul style="list-style-type: none"> <li>● <b>Respond:</b> \$150K plus \$200K '05 rollover</li> </ul> <p>Cold Climate Spill Initiative with CRRC, CICEET and Minerals Management Service. Schoch outlined the CRRC review process now in its international component.</p> <ul style="list-style-type: none"> <li>● <b>Inform - \$195K</b> (See Science Director's Report above) One new fellow was sought. <b>The \$15K unspent in FY05 for Board Discretionary Workshops could be rolled into FY06.</b> <i>(Note: Although the FY05 Work Plan did not include \$15K for workshops, the FY06 workplan will budget \$30K for this line item.)</i></li> </ul> <ul style="list-style-type: none"> <li>● <b>OSRI Partnerships:</b> AOOS - \$230K; CRRC - \$150K; CICEET - \$200K; MMS - \$100K; NPRB - \$100K for a total of \$780K plus EVOS - \$150K; and ADF&amp;G Non-Game Program - \$150K for the Copper River Delta.</li> <li>● <b>Other Programs:</b> \$145 K This area would remain the same as '05 with an additional \$5K included for STC travel.</li> </ul>
<b>Finance Committee Report</b>	<b>Finance Committee Report:</b> Kopchak delivered the Finance Committee Report. \$959,479 in funds were encumbered and allocated

	<p>as of 6/30/05. Unencumbered funds totaled \$1,398,813. Kopchak reviewed the “FY05 OSRI Deposits, Interest, and Program Funds Available” handout.</p> <p><b>FY06 Budget:</b> \$2,214,470 were encumbered and allocated. Total unencumbered funds available were \$983,821 with \$840K expected from the TAPS fund. \$133,000 would be used from the reserve funds. Bronson asked what the philosophy of reserve fund levels was.</p> <p>► Mutter and Bronson directed that “Reserve Fund Discussion” be placed on the spring agenda.</p>
<p><b>Break</b></p>	<p><b>A break was taken from 3:30-3:53 p.m.</b> to reconcile the Power Point figures with the budget sheet. Everything did add up; some items were under different labels.</p>
<p><b>Motion to Adopt Amended OSRI/NPRB Memo</b></p>	<p><b><u>Motion to Approve FY06 Proposed Plan &amp; Budget and OSRI – NPRB Memorandum</u></b></p> <p><b>MOTION:</b> Saupe moved, and Ujioka seconded, a motion to approve the FY06 Proposed Plan and Budget, to roll-over the \$15K for Board Discretionary Workshops unspent in FY05 to FY06, and to proceed with the adoption of the joint RFP with NPRB.</p> <p><b>Discussion:</b> Board members wanted to amend and clarify the OSRI-NPRB cooperative research topics and decided to split the above motion.</p> <p><b><u>Motion to Adopt Amended OSRI-NPRB Memorandum</u></b></p> <p><b>MOTION:</b> Saupe moved, and Ujioka seconded, a motion to adopt the “OSRI-NPRB Cooperative Research Topics” memorandum as amended below:</p> <p>Amendment: [p.1 Section (a) Paragraph 4] Include the question: “What are the links between specific habitat types, where they exist in Prince William Sound and the Northern Gulf of Alaska and their use by life stages of various forage fish species?”</p>
<p><b>Break</b></p>	<p><b>A break was taken from 4:10-4:25 p.m.</b> to read through the OSRI/NPRB protocol (description of partnership).</p>
<p><b>Motion to Approve FYO6 Plan &amp; Budget</b></p>	<p><b>Discussion:</b> Board members agreed that they were essentially adopting language with a memorandum to be used as a basis for a joint RFP with NPRB.</p> <p><b>The motion passed unanimously.</b></p> <p><b><u>Motion to Approve FY06 Proposed Plan &amp; Budget</u></b></p> <p><b>MOTION:</b> Saupe moved, and Ujioka seconded, a motion to approve the FY06 Proposed Plan and Budget and to carry over \$15K from FY05 in the Board Discretionary Travel Fund to FY06.</p> <p><b>Discussion:</b> It was noted that this would increase the FY06 budget from \$1,278K to \$1,293K and increase the balance taken from the reserve fund to \$148K.</p> <p><b>The motion passed unanimously.</b></p>

<p><b>Motion to Further Amend OSRI-NPRB Memo</b></p> <p><b>Motion to Adopt Draft Joint Protocol</b></p>	<p><b><u>Motion to Further Amend OSRI-NPRB Memorandum</u></b>  <b>MOTION: Bronson moved, and Leland seconded a motion to further amend “OSRI-NPRB Cooperative Research Topics” memorandum [p1. Section (a) Paragraph 4] to include: “How proposals may identify and develop the best available techniques, equipment, and materials for dealing with oil spills’ effects on forage fish? How proposals may assess the long range effects of oil spills on forage fish?”</b>  <b>The motion passed unanimously.</b></p> <p><b><u>Motion to Adopt Draft NPRB/OSRI Joint Protocol</u></b>  <b>MOTION: Kopchak moved, and Bronson seconded, a motion to adopt the draft Joint Protocol for NPRB and OSRI of 2/14/05.</b>  <b>The motion passed unanimously.</b>          (Ujioka signed off at 4:40 p.m.)          ► Bronson, Fink, and Leland were interested in having Bird set up a meeting with Clarence Pautzke at NPRB to discuss RFP language</p>
<p><b>Grant Policy Manual</b></p>	<p><b>Grant Policy Manual Amendments:</b></p> <ul style="list-style-type: none"> <li>► Bird will send Board members copies of the Grant Policy Manual amendments which indicate changes made.</li> <li>► Bird will work up a summary of the proposed changes to the Grant Policy Manual for the Board to review at the October meeting.</li> <li>► Schoch will send Board members a pre-proposal list from CRRC for the October meeting</li> </ul>
<p><b>Calendar</b></p>	<p>A meeting will be held October 25, 2005 at 1:00 p.m. in the PWS RCAC Conference Room in Anchorage.</p>
<p><b>Elections</b></p> <p><b>Motion to Elect Officers &amp; Members-at-Large</b></p>	<p><b>Election of Officers:</b></p> <ul style="list-style-type: none"> <li>● <b>Vice Chair:</b> Kopchak moved and Fries seconded the motion to nominate <b>Doug Mutter as Vice Chair.</b></li> <li>● <b>Treasurer:</b> Leland moved and Fink seconded the motion to nominate <b>R.J. Kopchak as Treasurer.</b></li> <li>● <b>Secretary:</b> Saupe moved and Fink seconded the motion to nominate <b>Marilyn Leland as Secretary.</b></li> <li>● <b>Member-at-Large:</b> Leland moved and Fries seconded the motion to nominate <b>Mark Fink as Member-at-Large.</b></li> <li>● <b>Member-at-Large:</b> Kopchak moved and Pearson seconded the motion to nominate <b>Michael Bronson as Member-at-Large.</b></li> </ul> <p><b><u>Motion to Elect Nominated Officers &amp; Members-at-Large</u></b>  <b>MOTION: Kopchak moved, and Pearson seconded a motion to elect the nominated Officers and Members-at-Large (for the Executive Committee).</b>  <b>The motion passed unanimously.</b></p>
<p><b>Board Comments</b></p>	<p><b>Board Comments:</b> Saupe thanked the Board for the opportunity to</p>

