

**Oil Spill Recovery Institute
Advisory Board Meeting Minutes
Thursday and Friday, February 7 and 8, 2002**

Location: Egan Center, Anchorage

The meeting was called to order by Chair John Calder at about 8:30 a.m.

Board members present Feb. 7: John Calder, Doug Mutter, Brad Hahn, Carol Fries, Mark Fink, Gail Evanoff, R.J. Kopchak, Ed Thompson, Doug Lentsch, Jim McHale, Lisa Ka'aihue (alternate for Marilyn Leland), John Goering, and Walt Parker. **Absent:** Capt. Jack Davin, Glenn Ujioka, Virginia Adams. **Board members present Feb. 8:** Same as on Feb. 8 with one change: Marilyn Leland was present.

Visitors: John Allen (PWS Science Center Board of Directors and PWS Regional Citizens' Advisory Council Board member).

Staff present: Gary L. Thomas, Walter Cox, Penny Oswalt and Nancy Bird.

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| Approval of Agenda | Motion by Kopchak , seconded by McHale to approve the agenda as presented. Motion passed without objection. |
| Safety Minute | Exits from the meeting room were noted. |
| Public Comments | None. |
| Approval of minutes | A corrected page 2 of the meeting minutes from Nov. 9, 2001, was distributed. In discussion, it was recommended that item #3 of the Director's Report (bottom of page 1 of these minutes) be amended to state that the source of funds for legislative lobbying efforts is non-OSRI funds. A second amendment recommended is to add a phrase, as follows, to item #9 of the FY02 Work Plan Report (bottom of page 2 and top of page 3): "Kopchak was very emphatic in stating any budget approval requests must be submitted to the Board as a single sheet action item (i.e., a fiscal note with written explanation/justification <u>and a recommendation on a source of funds</u>)." Motion by Kopchak , seconded by Hahn to adopt the Nov. 9, 2001 minutes as amended. Motion passed without objection. |
| Chair's Report <input type="checkbox"/> Letter to Commerce Secretary <input type="checkbox"/> Arctic Council | Calder reported that the Advisory Board-approved letter addressed to Commerce Secretary Evans from OSRI Director G.L. Thomas was sent to all the assistant administrators in NOAA. They agree on scheduling a meeting as proposed in the letter. Calder expects NOAA to organize this meeting within three to six months. An update was given on OSRI interactions with EPPR, the Emergency, Prevention and Preparedness Response Working Group of the Arctic Council. This Council includes representatives of eight Arctic countries and native groups from the Arctic Rim. W. Parker reported that EPPR will meet in Cordova April 14-15. Their agenda includes Nowcast/Forecast, oil recovery in broken ice, oil dispersant program plan and radiation response plan. A natural hazards workshop, sponsored by the Northern Forum, is scheduled April 10-12 in Anchorage, just prior to |

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| <input type="checkbox"/> Press Briefing | <p>the EPPR meeting.</p> <p>Parker also noted that AMAP (Arctic Monitoring and Assessment Program, another program of the Arctic Council), is working to flush out the idea of an oil and gas symposium. A meeting is planned in Oslo the first week of April to do planning on this symposium.</p> <p>Calder noted that he will have to attend a press briefing scheduled at 1:30 p.m. on the SEARCH program so will miss a portion of this meeting. A press release on SEARCH was distributed. The Arctic Research Commission will be holding the same briefing in Washington D.C. for congressional staff.</p> |
| <p>Financial Report</p> <input type="checkbox"/> FY01 Audit <input type="checkbox"/> Report on Investments | <p>Treasurer Kopchak announced that the FY01 audit is now complete and copies will be distributed later during the meeting.</p> <p>Kopchak invited Branch Haymans (Morgan Stanley Dean Witter) to comment on the portfolio and interest earnings. Haymans reported that the overall yearly interest was 7 percent. He also noted that the Board will later be discussing the government versus private management issue for the OSRI funds. Haymans stated private management can produce more income for less cost.</p> <p>A correction was noted on page 5 of the FY02 First Quarter Report. In the Education program area, the Technology Coordinator Budget is \$26,225 for a new total for the education program budget of \$565,986. This correction does not affect the first page summary.</p> <p>A few questions were answered and it was again stated that the FY01 audits will be distributed later in the day (they are hot off the auditor's press).</p> |
| <p>Director's Report</p> | <p>Thomas reported on program presentations made recently to groups such as the Prince William Sound Regional Citizens' Advisory Council, BP, and a marine mammal conference. He also reported on discussions with Phil Mundy of the Exxon Valdez Oil Spill Trustee Council regarding the Gulf Ecosystem Monitoring (GEM) plan. He noted that the North Pacific Research Board recently appointed their director, Clarence Pautsky.</p> <p>Thomas updated the Board on the development of nowcast/forecast centers throughout the United States. He reported on the continuing development of the PWS nowcast/forecast system and the partnership with SINTEF.</p> |
| <p>Program Update</p> | <p>Walter Cox reviewed the FY02 Work Plan with Board members.</p> |
| <p>Mid-morning break</p> | <p>Meeting recessed at 9:45 am</p> |
| <p>Joint meeting for presentations to the Polar Research Board Review Committee</p> | <p>The OSRI Advisory Board welcomed members of the National Academies' Polar Research Board Review Committee. Headed by Mahlon Kennicutt, of Texas A & M University, the nine-member committee joined the OSRI Board to hear a series of presentations and ask questions about OSRI's research programs. Listed below is the joint meeting agenda and presenters.</p> <p>Introductions and Orientation</p> <ul style="list-style-type: none"> • Welcome and introductions, Mahlon (Chuck) Kennicutt, Ph.D., Polar |

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| | <p>Research Board, Chair of the OSRI Review Committee</p> <ul style="list-style-type: none"> • Overview of study charge and purpose of this meeting <p><u>Orientation to the Oil Spill Recovery Institute’s Research Program</u> <i>Introduction: Background on OSRI’s formation and purpose</i> - R.J. Kopchak, and Walt Parker <i>Overview of program development, 1992-present</i> - Walter Cox, Technology Coordinator/OSRI <u>Nowcast/Forecast Program</u> <i>Improving physical and biological information</i> – Dr. Gary Thomas, Director/OSRI <i>Observational Physical oceanography</i> – Dr. Shari Vaughan, Prince William Sound Science Center <u>Nowcast/Forecast Program</u> <i>Predictive Physical Oceanography – nowcast-forecasting</i> – Dr. Chris Mooers and Dr. Inkweon Bang, Rosentiel School of Marine & Atmospheric Science, University of Miami <i>Oil Dispersion Impact Analysis</i> – Walter Cox <i>Acoustic assessment of dominant plankton and fish</i> – Dr. Richard Thorne, Prince William Sound Science Center</p> |
| <p>Meeting reconvened</p> | <p>The OSRI Advisory Board meeting reconvened at 4:50 p.m.</p> |
| <p>Roll call</p> | <p>Present: Calder, Fink, Evanoff, Mutter, Kopchak, Hahn and Lentsch (voting members); and Goering and W. Parker (non-voting members). Since a quorum of voting members was not present, the Chair noted the meeting as a work session. No formal actions took place.</p> |
| <p>Scientific and Technical Committee Report – Part I</p> | <p>S & T Committee Chair John Goering referenced his memo dated Jan. 31 and reported on the committee meeting held Jan. 30. The committee recommends action for projects as follows:</p> <p>(1) Hinchinbrook Entrance ADCP (acoustic Doppler current profiler) The committee recommends no award. Discussion ensued on the funds budgeted for this project. Staff was directed to provide all Board members copies of the peer reviews for these proposals (with the peer reviewers’ names deleted) so that they will have a better understanding of the background to the committee reaching this recommendation.</p> <p>(2) PWS Tide Height and meteorological data collection. Director had no recommendation for award of these projects. The committee spent considerable time/debate on this and recommends award to L. Chapin. In discussion, it was pointed out that this award requires the Board’s approval since it is for a total of \$100,000 (\$50,000 for each project).</p> <p>(3) PWS Current Validation – The committee concurs with Director’s recommendation to award a grant contract to Shari Vaughan for these studies. Fink requested a copy of this proposal, for information purposes.</p> <p>(4) Mesoscale atmospheric modeling of PWS – The committee’s recommendations on award of this proposal will detailed later when a quorum is re-established.</p> <p>There was also brief discussion regarding more involvement by the Scientific & Technical Committee in reviewing BAAs and RFPs.</p> |

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| <p>Meeting recessed</p> | <p>Meeting recessed at 5:10 p.m.</p> |
| <p>Continuation of the joint meeting for presentations to the Polar Research Board Review Committee</p> | <p>The joint meeting of the Polar Research Board’s Review Committee and OSRI’s Advisory Board began about 8:30 a.m. on Friday, Feb. 8, 2002.</p> <p><u>Continued Discussion with and presentations by OSRI Principal Investigators and staff</u></p> <p><i>Oil Spill Contingency and Response (OSCAR) Model</i> - Dr. Mark Reed, SINTEF (Norway) - NOTE: This presentation was postponed due to technical difficulties.</p> <p><i>Monitoring of marine invertebrates in relation to shorebird use on the Copper River Delta</i> – Dr. Mary Anne Bishop, Prince William Sound Science Center and Dr. Sean Powers, Institute of Marine Science, University of North Carolina at Chapel Hill</p> <p><i>Electronic mapping of environmentally sensitive resources along Alaska’s coastlines</i> – John Whitney, NOAA</p> |
| <p>OSRI Advisory Board Meeting reconvened Friday, Feb. 8</p> | <p>Meeting reconvened Friday, Feb. 8, 2002 at 1:30 p.m.</p> <p>Present: Calder, Goering, W. Parker, McHale, Thompson, Kopchak, Hahn, Fries, Mutter, Leland, Fink, Lentsch, Evanoff. A quorum was established.</p> <p>Visitors: Vaughan, Mooers, and Mead Treadwell.</p> <p>Staff: Cox, Thomas, Bird, and Oswalt</p> |
| <p>Scientific & Technical Committee Report – Phase 2</p> <p><input type="checkbox"/> Meteorological data collection and tide height projects</p> | <p>Advisory Board members present received copies of the two proposals (with peer reviews) submitted for the meteorological data collection and tide height projects. The S & T Committee recommends award of both of these projects to L. Chapin. It was clarified that there were three proposals total but one was considered unresponsive so only two are under consideration.</p> <p>Calder asked what OSRI will do with the data collected by these projects. Thomas reported that the data will be transferred to the National Weather Service (through Dave Goldstein). Brief discussion.</p> <p>A question was asked about the cost for annual maintenance; is \$15K adequate? Mooers responded that he thought it would be adequate.</p> <p>Question and discussion about whether OSRI should be planning for long-term annual maintenance.</p> |
| <p>Legislative issues update</p> | <p>Mead Treadwell (PWS Science Center Board of Directors) was invited to update the Advisory Board on legislative issues the PWS Science Center’s Board is working on to extend the lifespan of OSRI and also increase the interest earnings of the OSRI fund. Treadwell reported that legislation has already passed the House of Representatives extending OSRI by six years. On the Senate side, legislative language is now being worked on to extend the life longer and, also, to transfer the management of the OSRI \$22.4 Million fund to OSRI. He noted that the Exxon Valdez Oil Spill Trustee Council is now earning about eight percent interest since receiving management of its funds.</p> <p>On another legislative issue, Treadwell reported on meetings he had recently in Washington, D.C. regarding nowcast/forecast projects; he</p> |

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| | <p>suggested a workshop be convened, perhaps in coordination with the MAFAC group of the National Marine Fisheries Service. Tentatively, there are plans to convene this meeting May 15-17 in cooperation with both MAFAC and the Institute of the North. A few days later, another meeting on Capital Hill could be hosted for committee staffers. Treadwell said he has spoken with Jane Cheatham who is willing to help convene the workshop/meeting for congressional staffers.</p> |
| <p>Continuation of Scientific & Technical Committee report and action</p> <ul style="list-style-type: none"> <li data-bbox="284 766 487 793">□ Award of contract <li data-bbox="284 961 487 1018">□ Atmospheric modeling project | <p>A long discussion occurred about the meteorological station and tide height project proposals, funding for maintenance, the need for three additional sites to fill existing gaps, how these data will assist the nowcast/forecast program, and how to set up local maintenance with the training being offered by the project Principal Investigator. Mooers was questioned about what minimal data he needs for verification of his part of the nowcast/forecast program and there was discussion regarding the atmospheric modeling proposal.</p> <p>Motion by Kopchak to concur with the recommendations of the S & T committee and authorize the director to negotiate a contract with Chapin not to exceed \$100,000, seconded by Thompson. Discussion. Motion passed unanimously.</p> <p><u>Mesoscale atmospheric modeling proposal consideration</u> Goering reported that the S & T Committee concurs with the peer reviewers' recommendation of the Olson proposal. However, the committee has serious concerns about the 10-month years included in Olson's proposal, and strongly recommends that the award be increased to include two full 12-month years. The committee recommends the addition of two full months to each of the two years, a total investment of about \$185,000. McHale said he can support the increase in funding but proposed that this project be split 50/50 between the technology and ecology programs. Kopchak reminded everyone that it is really helpful to receive written justification and a source of funds for budget changes like the one being proposed (policy was set at the last meeting that any budget changes are to be proposed in writing with a short written justification and an explanation as to the source of funds). Thompson asked about ownership of the atmospheric model once it is created. Mooers said it is not stated in his current project. Thompson and others expressed concern that the ownership must be written into the contracts, particularly for any project that OSRI pays 100% of the cost. Fries also strongly stated the need for good documentation to accompany all code; the documentation must be included in the contract. An "operational continuum" is what we need to strive for, something to perpetuate itself.</p> <p>Motion by Kopchak that the OSRI Advisory Board authorize \$115,000 be allocated for future year program for atmospheric modeling and that those funds be allocated 50/50 between the technology and ecology programs, seconded by Thompson. Discussion regarding whether there is general consensus that all of nowcast/forecast programs should be split equally between ecology and technology. Motion passed unanimously.</p> |

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| | <p>Kopchak suggested that the Board grant the authority to appropriate the additional funds for year one of the atmospheric modeling project and have those funds come from the projects of opportunity line item. Discussion. It was noted that there is \$30K in FY02 for maintenance of the meteorological station and tide height stations and that these funds will likely not be used in FY02.</p> <p>Motion by Kopchak that the Board authorize the Director to negotiate a contract with Olson, as recommended by the S&T Committee, not to exceed \$115,000 for the atmospheric modeling project, seconded by Lentsch. Discussion regarding the length of the contract (one or two years), the deliverables, the amount and the S&T Committee's concern that the project requires an individual's full-time work for a minimum of two years. Motion passed unanimously.</p> |
| <p>Review of Requests for Proposals and Broad Area Announcements</p> | <p>Hahn reminded the Chair that discussion occurred the previous late afternoon – when a quorum was not present – suggesting that the S&T Committee be directed to review and revise, as necessary, all RFPs and BAAs before they are released.</p> <p>Motion by Fries, seconded by McHale to require review of all Requests for Proposals and Broad Area Announcements by the Scientific and Technical Committee prior to release of these documents as solicitations. Motion passed unanimously.</p> |
| <p>Oceans Commission visit to Alaska</p> | <p>Discussion continued with Treadwell regarding legislative issues in general. Treadwell called attention to a policy workshop that the U.S. Commission on Ocean Policy will host in Alaska in August. Treadwell asked for concurrence from Board members on interest/support for the policy workshop he spoke of earlier which would be held in the Washington, D.C. area and would call attention to the OSRI program. Treadwell pointed out that OSRI already has a contract for educational services with Straight Arrow (Jane Cheatham) and those funds have not been fully expended. There was general consensus to support proceeding with Cheatham working to organize this policy workshop.</p> |
| <p>FY03 Work Plan Development</p> | <p>Appointment of FY03 Work Plan Committee. Motion by McHale, seconded by Kopchak to reappoint the FY02 work plan committee (Lentsch, Thompson, Hahn, Leland and Mutter). Last year the committee met three times in person and then communicated by e-mail. Leland suggested the addition of Mark Fink. Calder recommended that the FY03 Work Plan be developed in the normal time schedule, but that their report be submitted to the Board only after the Board hears from the Polar Research Board/National Academy of Sciences in mid-September.</p> <p><u><i>FY03 Work Plan Committee Volunteers:</i></u> Fink, Leland, Lentsch, Hahn, Thompson. Previous motion withdrawn. New motion by Kopchak, seconded by McHale to appoint the volunteers.</p> <p>Calder recommended that all Board members consider themselves members of the FY03 Work Plan Committee and start communicating amongst ourselves about ideas for new projects. All Board members were encouraged to communicate through Walter Cox.</p> |

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| Advisory Board member comments | <p>Leland asked about the “First Fish”/ Copper River Nouveau annual fundraiser for the PWS Science Center. Bird reported that the date is not finalized but she will send OSRI Board members invitations as soon as possible.</p> <p>Mutter noted that Feb. 10-14, 2003 are the dates set for the Alaska Forum for the Environment if OSRI wants to meet in conjunction with the forum next year.</p> |
| Adjournment | <p>Motion by McHale, seconded by Fink to adjourn. Meeting adjourned at 3 p.m.</p> |

These minutes were reviewed and approved by the Advisory Board on October 21, 2002

Marilyn Leland, Secretary