



*Assembly***Bi- Monthly SG Extension Assembly Executive Committee****Conference Call Minutes****3:00 PM- 4:30 PM EST. Thursday August 4, 2016**

1. 3:00 pm Roll Call:
 - Present: Tom Murray, Kathy Bunting-Howarth, Heather Triezenberg, Sam Chan, Jen McCann, Elizabeth Rohring, and Darren Okimoto.
 - Unavailable: Marty Main.
2. Treasurer's Report: Current balance as of August 4, 2016 is \$6,128.76.
3. The minutes of the June 2, 2016 ExComm conference call is posted at <http://seagrant.oregonstate.edu/assembly>.
4. Sea Grant Week Planning (Jen McCann, Tom Murray, Kathy Bunting-Howarth)
 - Jen mentioned that the Sea Grant Week abstracts are being discussed. 208 people from the Sea Grant network registered so far for the conference. There are two trips scheduled to see the wind turbines on block island, on Wednesday and Saturday. Please encourage folks to register and sign up for these field trips.
 - ExComm reviewed proposed Sea Grant week session abstracts and forwarded its suggestions to the Sea Grant Week planning committee. Tom has not heard any information to date. Draft final agenda will be shared in the next couple of weeks. Tom shared the Assembly business meeting agenda for Sea Grant Week with the ExComm. The ExComm was in agreement to make room on the agenda for revisiting a discussion about the various extension networks based on requests from Jim Falk and Susan Lovelace. To make room, Kathy suggested sharing the regional updates in writing and cutting down on Kathy's allowed time for the Mentor program presentation. Tom volunteered to cut down on some of his time as well. Elizabeth commented that the NSGO is trying to figure out what extension networks exist and who's involved in these networks and suggested that it might be great to have Sam work with the Assembly to figure this out. Kathy shared that her staff who are involved in these networks brought up the idea of providing training for extension personnel in mid-career similar to what we do for new agents through the Sea Grant Academy.
5. Other Business Items:



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- Sam asked if anyone would be willing to serve as a mentor for new extension program leaders? Kathy started developing a one pager to guide discussion and thoughts by the Assembly on this idea; she will be asking for volunteers to help develop this mentoring program and also identify those folks who might be willing to serve as mentors and be mentees.
 - Kathy asked about the status of the Sea Grant network organizational chart project. Sam is waiting for direction from the Assembly ExComm on next steps. Tom asked Sam to review the information and develop a synopsis on the findings to share with the Assembly membership.
6. Extension Networks Discussion (Tom Murray)
- See item 4 above.
7. SOPA Award Update (Heather Triezenberg)
- A winner has been selected for the 2016 SOPA award and was notified. This information is not included here to maintain the confidentiality of the winner. Heather offered the idea of sharing the project descriptions from all of the applicants on the Assembly website as a means to share this information with the Assembly network. There were five reviewers who were formerly associated with network and NSGO that reviewed the applications. Heather and Marty are working on getting thank you gifts for the reviewers. There was a question about authorizing payment for these gifts. Marty shared information about the wording for the award with the ExComm and asked for feedback. Elizabeth advised the ExComm to figure out what gifts they want and to let her know. The two options are the NOAA employee store and Lands End. Tom will take a look and let them know. The Assembly will pay for this gifts.
8. Elections to fill upcoming Assembly ExComm vacancies (e.g., Chair-elect, Secretary-Treasurer, One At-Large position)
- Tom asked the ExComm to help identify potential candidates during Sea Grant Week. A nominating committee will be identified during Sea Grant Week at the Assembly business meeting and tasked with identifying and filling these positions for a January 1, 2017 start date.
9. National Sea Grant Office Updates (Sam Chan, Elizabeth Rohring)
- Sam is now on board and getting familiar with the NSGO as well as serving as a sounding board for the Sea Grant network.



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- Sam and Elizabeth shared that the NSGO advisory board is having a conference call on August 12, 2016 to discuss the biennial report to the US Congress and Sea Grant liaison report. The advisory board was charged with exploring the performance and effectiveness these liaisons. NOAA OAR is really interested in expanding the liaison program and so this information would be informative to inform their decision-making. Recommendations were made in the report and shared with Jon at NSGO. Heather had a chance to review report and add a few comments.
 - Sam offered an update on the national aquaculture and workshop competitions by remarking that the funding recommendations have made for these awards and the awardees will be contacted soon.
 - Sam discussed an idea of how the Assembly and NSGO might serve as a catalyst for helping our state programs work together across disciplines on innovative funding opportunities such as National Science Foundation's education initiative "Change Makers" and NIFA call for national climate extension. Is there a way to tap a collective of the network and leverage those resources in stimulating the development of these proposals? Is there a way(s) for NSGO to contribute/support these efforts?
 - Heather asked a question to Sam about what would be the best way(s) to feed ideas to him and the other program officers? Sam answered that it would be okay for folks to call him and discuss the idea, and then he could share the idea with a subset of the Assembly network initially. As an example Sam has been thinking about meaningful ways to evaluate long-term extension and communication impacts. During Sam's cross county drive he visited several Great Lakes Sea Grant programs along the way—they shared ideas about making some investments that document how our stakeholders are applying Sea Grant's work beyond the end of projects and stakeholder engagement activities. Is there a possibility that our Sea Grant Directors can set aside some funding to look at long-term impacts and hold a competition that can be matched that addresses this item.
 - Elizabeth shared that Jonathan Pennock is on board as the new NSGO Director and that several other new staff have joined/are joining soon who bring a new set of skills and expertise to the NSGO.
10. Next Ex-Comm conference call is October 6, 2016 or TBD: Tom asked to keep this date as a placeholder for now.