



Assembly

Bi- Monthly SG Extension Assembly Executive Committee Conference Call

3 P.M.- 4:30 PM EST. Thursday February 4, 2016

Minutes

1. 3:00 pm Roll Call:

-Present: Sam Chan, Kathy Bunting-Howarth, Marty Main, Tom Murray, Darren Okimoto, and Elizabeth Rohring.

2. Treasurer's Report:

- Balance as of 2/4/16: \$5,798.43. Darren will work with Tom and Nancy to get the balance (~\$500) from the Assembly-Communicator's meeting in Mystic deposited in the Assembly bank account.

3. Minutes of the December 2015 Assembly business meeting in Mystic are posted at

<http://seagrant.oregonstate.edu/assembly>.

4. NSGO Update (Elizabeth Rohring and welcome Sam Chan)

-Sea Grant Academy 2017 RFP released on February 1, 2016; proposals are due on April 19, 2016. NSGO will contribute \$50K. One change in the RFP: If the applicant is interested in doing the Academy for 2019 they can indicate that in the proposal. Elizabeth is running the RFP process.

-Dave Hansen reached out to the Assembly to find out who else might be interested in hosting this training. It will require a formal evaluation component as part of the proposal.

-Marty asked if the price will be the same or different compared to previous years. Elizabeth responded that it will depend on who is hosting the training and the logistics associated with running the Academy.

-Sam asked if there is any talk about doing a hybrid training since it's current done in three parts: 1) Washington DC for phase 1, 2) Discussion at the local Sea Grant Program for phase 2, and 3) phase 3 at the hosting Sea Grant Program. Can the Academy training be done at other places? Elizabeth mentioned that it would be possible to do it that way. Sam mentioned it because there might be other Sea Grant Programs who are interested in hosting the training.

-Marty asked what is the registration fee? The answer was \$1500 (Elizabeth will verify).

-Kathy inquired about the new program officer positions? Elizabeth replied that they are not interviewing at this time but hope to fill those positions as soon as possible. There's no word on the status of the National Sea Grant director's position yet. Interviews have started for filling a couple of more senior positions.

-Sam mentioned that progress is being made on his IPA with the NSGO. His package was submitted in July 2015 and it went to the DOC chief of staff for review. In December 2015 he received approval from the DOC; the package then went back to NOAA for review. Sam received a letter from NOAA stating that his IPA was approved but has not seen any details. He is waiting for the paperwork from the NSGO. OSU will then review paperwork and sign off. Sam hopes to be in Silver Spring around May 2016.

5. Assembly-Communicator's Meeting Evaluation Survey Results (Murray)

-Tom mentioned that Nancy put this together and would like to discuss the results with the Excomm members. We'll have another call to discuss the survey results.



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-Initial discussion focused on the specific findings regarding having a joint meeting:

- Kathy commented that Frederica of Maryland Sea Grant asked if there could be more joint sessions. We'll need to plan for that for next time.
- Sam found the comment on Page 19 comment 40 interesting (e.g., extension program struggles to connect with communications in that program). Kathy mentioned that this comment may be due to personality differences. One way to address this is to share successful practices from different programs and brainstorm on how these programs are organized to promote integration across programmatic components.
- Marty thought that it was good to see how other programs do things. This is a sufficient reason enough to have this meeting.
- Sam complimented Nancy on doing a great job in hosting the meeting.
- Tom said that we need to work to identify impacts from the meeting. Nancy has some responses to demonstrate that.

6. Sea Grant Week 2016 (Okimoto/Murray)

-More details forthcoming so stay tuned.

-Sam asked if the NSGO may use this as an opportunity to develop a new strategic plan since they recently hired someone to do that.

7. List of program org. charts (Howarth)

-Kathy brought up a suggestion that came up during the Mystic meeting about seeing how the different state Sea Grant programs are organized. The NSGO keeps org. charts so maybe it's something that their Knauss fellows can do. Sam commented that the org charts could be on the NSGO website or on state Sea Grant programs' websites. Sam will follow up with Elizabeth Rohring about this.

8. Assembly committee to address 50th Anniversary (in addition to the SGA committee) (Howarth)

-Kathy forwarded names of Extension folks who are interested in helping to the SGA. Most are directors or communicators. It'll be important to get a list of leads every month and identify which ones lack an extension presence to make sure that extension is highlighted. Tom will work with Elizabeth and Kola to get more details. Kathy mentioned that Brooke Carney, the new Communicator at the NSGO might be better person to contact. (On February 19, 2016 Brooke sent out any email to the Sea Grant network detailing how folks in the network can get involved. Tom shared this email with the ExComm).

-Marty mentioned that he is not very engaged in this planning effort. Folks are putting a lot of time into it and he doesn't know if extension is being represented or not.

-Tom reemphasized the need to make sure that extension is being represented.

-Kathy brought up the idea of reviewing the monthly list of events and see if there's an extension presence being represented. Kathy via NY Sea Grant is on the last month so that one is covered. Tom mentioned that Jody and Nancy are involved.

9. Assembly visioning for extension (Howarth)

-Kathy chatted with Jim Falk at the Mystic meeting about the future of extension and what it would look like in the next 50 years. She proposed doing a session about this at Sea Grant Week with Jim and Kathy



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taking the lead in developing the session and inquire if anyone else in the Assembly would be interested in participating.

10. Develop “Punch List” from Mystic Meeting input including Balcom’s “Collated Email Trail related to Reporting.”

-Tom mentioned that at the Mystic meeting there were a few things to follow up on (e.g., posting presentations). He asked if there were anything else we need to take steps on.

-Tom mentioned that Nancy consolidated the emails regarding a discussion of reporting. It’s not clear if any action needs to be taken but maybe have a session at Sea Grant Week on reporting.

Kathy said that Nancy wants the NAC to do something with this information since it’s not just extension that’s involved in the reporting process. It’s worth sharing at Sea Grant Week at least at the Assembly business meeting.

11. Other

-Kathy asked if anyone heard from the SGA regarding the Spring SGA briefing book? Tom has not seen it yet and will inquire with Nancy.

-Superior Outreach Programming Award (SOPA): Marty and Heather will execute this award this year at Sea Grant Week. The Mid-Atlantic has a mid-March deadline to submit nominations. Jesse has the SOPA awards document. Marty will send out an email to the Assembly on this and touch bases with Jesse.

Tom asked if have other regions have started. Kathy replied that the Northeast and Great Lakes regions are done. Tom will send out an email to the Assembly announcing nominations from each region for this award.