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*Assembly***Bi- Monthly SG Extension Assembly Executive Committee Conference Call****3:00 to 4:00 p.m. EST. on Thursday, April 7, 2016****Minutes****1. 3:00 pm Roll Call:**

-Present: Tom Murray, Kathy Bunting-Howarth, Marty Main, Heather Triezenberg, Paula Cullenberg, Elizabeth Rohring, Sam Chan and Cheryl Teagle.

**2. Treasurer's Report:**

- Balance as of 04/07/16/16: \$6,299.76. Proceeds from Mystic meeting (\$500 as well as \$1.33 in interest income) have been deposited to SGA Assembly account (Devaney Cheramie).

**3. Minutes of Last Meeting:**

-The minutes from the February 2016 Assembly Executive Committee conference call are posted on the Assembly website: <http://seagrants.oregonstate.edu/assembly>.

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

Elizabeth reported:

-Sea Grant Academy 2017 RFP was 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.

[http://seagrants.noaa.gov/FundingFellowships/NationalStrategicInvestments\(NSIs\)/SpecialProjects/2015-2016Projects/SeaGrantAcademy2017.aspx](http://seagrants.noaa.gov/FundingFellowships/NationalStrategicInvestments(NSIs)/SpecialProjects/2015-2016Projects/SeaGrantAcademy2017.aspx)

-2016 Aquaculture Sea Grant Conferences, Workshops, Training and Information Transfer Projects RFP was released on January 7, 2016; proposal are due on May 20, 2016.

[http://seagrants.noaa.gov/FundingFellowships/NationalStrategicInvestments\(NSIs\)/SpecialProjects/2015-2016Projects/2016AquacultureSeaGrantConferences.aspx](http://seagrants.noaa.gov/FundingFellowships/NationalStrategicInvestments(NSIs)/SpecialProjects/2015-2016Projects/2016AquacultureSeaGrantConferences.aspx)

-“Kola’s Corner” will be distributed soon to include big news about the NSGO new organizational charts. The charts are now organized under these organizational goals:

Management and Assessment

National Leadership and Program Development

Optimization of Sea Grant’s role within NOAA

Network Leadership/Coordination

NSGO is also exploring the idea of building a facilitator cadre. Brooke Carney is heading this effort and a survey will probably be sent to the Assembly ExComm for review/input. After approval, the survey will be distributed to the Assembly members.



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Assembly

Sam reported:

- Update on the progress of his Extension Leader IPA with the NSGO. Sam hopes to be in Silver Spring around mid-July. Hopefully the IPA process will be fully approved and effective mid-June. During his drive from the West Coast to the East Coast, he will plan to visit programs enroute.

**5. Sea Grant Week 2016 (Murray)**

In Jen McCann's absence, Tom reported that he will contact Jen to get a update on the activities of the Planning Committee and report back to the ExComm. We had an initial call with Jen on March 11<sup>th</sup> and the 2014 Assembly Business Meeting Agenda was reviewed for discussion. An initial strawman agenda was sent to ExComm for this conference call.

-Suggestions for Assembly sessions at Sea Grant Week include Mentoring New Program Leaders (Kathy, Elizabeth and Sam) and Leaders Training/Professional Development (Marty, Kathy and Elizabeth). Tom will forward this information to Jen for further consideration.

**6. Program Organizational Charts (Howarth)**

- Kathy, Paula and Sam contributed to the continued discussions on the Program Organizational Charts. It was a topic at Mystic meeting about seeing how the different state Sea Grant programs are organized. Elizabeth reported that if the NSGO posted the organization charts on the website, there would be expectations to keep them updated. At present there is no staffing available to keep the charts updated. Further discussions led to Tom Murray making a request to the Assembly and asking them to send their program's org charts to him. Discussions also included where to post the charts, whether they should be password protected, how to maintain them up-to-date, etc.

**7. Visioning "Extension in the next 50 years" (Howarth)**

-Kathy continues to lead discussions 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. She has been working with Jim Falk, Darren Okimoto and Julia Peterson. She has also contacted Jim Hurley, SGA Chair Elect on this subject. The SGA Executive Committee will be meeting next week and will make a decision and get back to Kathy.

**8. Superior Outreach Programming Award (SOPA)**

-Superior Outreach Programming Award (SOPA): Marty and Heather will execute this award this year at Sea Grant Week. Marty will send out an email to the Assembly on this SOPA award nomination with a deadline of June 1, 2016. The Request for Nominations is currently being updated on the Assembly website. Tom will send out an email to the Assembly announcing nominations from each region for this award after those winners are announced.



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*Assembly*

*Minutes from April 7, 2016*

*Page 3*

**9. Mentoring New Program Leaders (Howarth)**

-Kathy led discussions and the mentoring of new Program Leaders is important. Marty noted that the Sea Grant Academy was not the best venue for mentoring new Program Leaders. This would be a good ½ day session at the Assembly meeting in 2017 or possibly as a stand-alone workshop.

-Elizabeth noted that this is something that Sam will be assigned to implement. He would provide new leaders with introductory information and would possibly call upon a Program Leader to assist in the mentoring process.

**10. Next ExComm Conference Call**

-The next ExComm conference call is scheduled for Thursday, June 2, 2016 at 3:00 p.m.