



CUAHSI Board Meeting Minutes

June 2, 2015, via teleconference

Roll Call

- 10 members are present, 10 needed for quorum
- “X” indicates Director is present

Term expires 12/31/2015

Anne Carey, Ohio State University X
Robyn Hannigan, University of Massachusetts-Boston
Carol Johnston, South Dakota State University
Witold Krajewski, University of Iowa X
Brian Waldron, University of Memphis X

Term expires 12/31/2016

Michael Gooseff, Colorado State University X
David Hyndman, Michigan State University X
Brian McGlynn, Duke University
Holly Michael, University of Delaware X
Todd Rasmussen, University of Georgia X
Al Valocchi, University of Illinois Urbana-Champaign (Chair) X

Term expires 12/31/2017

Erkan Istanbuluoglu, University of Washington X
D. Scott Mackay, SUNY University at Buffalo
Kamini Singha, Colorado School of mines
Scott Tyler, University of Nevada, Reno (past-Chair) X

Officers & Staff Present: Adam Ward (Secretary), Rick Hooper (CUAHSI), Emily Geosling (CUAHSI), Martin Seul (WDC), Jim Latimer (USEPA), Charles Lane (USEPA)

Minutes prepared by Adam Ward

Tuesday, June 2, 2015

15:00 EST Call to Order

Informational Items

1. Status of meeting minutes for Board of Directors (Ward)
 - a. Ward reported that May 2015 Board of Directors were approved by action without meeting, with votes reported below.

	May-15
Carey	Approve
Hannigan	Abstain
Johnston	Approve
Krajewski	Approve
Waldron	Abstain
Gooseff	Abstain
Hyndman	Approve
McGlynn	Approve
Michael	Approve
Rasmussen	Approve
Valocchi	Approve
Istanbullouglu	Approve
Mackay	Approve
Singha	Abstain
Tyler	Approve

2. Proposal for CUAHSI to host Interagency Conference on Research in Watersheds (Lane)
 - a. Hooper introduced the Charles Lane and Jim Latimer, summarizing that the Interagency Conference on Research in Watersheds (ICRW) has requested that CUAHSI formally host their future meetings. CUAHSI has acted as a fiscal agent for past conferences, and this would formalize CUAHSI's role in planning and executing the conference. A desired outcome would be to increase participation by the academic community in this conference.
 - b. Lane summarized the history of ICRW meetings, having met four times in the past with a focus on watershed science. His hope is to formalize the ICRW's relationship with CUAHSI. He noted the focus of the meeting is on watershed-scale science and management, with stakeholders representing multiple federal agencies, levels of local government, and engagement of different disciplines. He cited the small size of the conference as a benefit. The last meeting was in 2015 in Charleston, SC. Lane presented 3 future meetings in 2018, 2021, and 2024 at different venues and hosted by different agencies. Key goals that the ICRW is hoping to attain by partnering with CUAHSI are linkages to academic scientists, assistance with planning logistics and hosting the meeting, and handling of finances. Lane anticipated CUAHSI would benefit by expanded visibility and outreach and interaction with stakeholders. Lane presented a typical meeting of about 150 attendees for a 2-3 day meeting, a \$350 registration fee, and \$25-35k in agency funding. The ICRW has reported a positive cash flow in past iterations. The meeting would include a steering committee comprised of past and current hosts as well as a program committee to plan specifics of each meeting.
 - c. Lane would expect this partnership to be formalized in time to plan the 2018 meeting, and noted he would be open to coupling this meeting with the CUAHSI Biennial Meeting if that is of interest to CUAHSI. Hooper noted that the coordination with the Biennial was proposed also to minimize staff time on planning both events in a coordinated

fashion. Such an arrangement could include a coordinated theme and would be co-located at a single venue. Hooper briefly discussed the meeting format for benefit of Lane.

- d. The group discussed possible economies of scale with hosting meetings in parallel or in serial at a single venue.
 - e. Waldron expressed concern that each program committee could maintain independent themes as-desired. Lane stated this would be a preference for the ICRW as well.
 - f. **Motion to pursue CUAHSI hosting the ICRW in 2018 in conjunction with the CUAHSI Biennial Meeting.**
 - i. **Motion: Waldron**
 - ii. **Second: Hyndman**
 - iii. **Discussion:**
 1. **Tyler asked about the fate of any funds that would be generated from this meeting. Hooper reported that CUAHSI has previously signed contracts requiring the meeting to be a “no net loss” of finances. A key difference would be for CUAHSI to host rather than coordinate funding from many agencies in a variety of contracts.**
 2. **Tyler clarified that any net profit from the meeting would be held for future meetings. Hooper confirmed this, noting that the full cost of CUAHSI staff time for planning would be charged to this fund. Any net profit from a meeting would be held to support future meetings of the ICRW.**
 3. **Valocchi asked about the staff time required for past efforts. Hooper reported that staff time has increased as agencies change their contracting requirements for this meeting. Lane noted that he was aware of this increased burden, and this arrangement would help CUAHSI efficiently use staff time and coordinate fund transfers from federal agencies.**
 - iv. **Vote: Approved (unanimous)**
 - g. Latimer and Lane exited the meeting.
3. Results from Pathfinder Survey (Geosling)
 - a. Geosling reported that she has shared results of the Pathfinder survey via CentralDesktop. She summarized that the fellowship is achieving the goal of enabling students to collaborate with experts and complete cross-site research. She reported that fellows were very positive in their feedback, and that a few had noted an interest in funds to present their results at national conferences. A total of 17 responses were received from a population of 25 fellows with completed research experiences.
 - b. The group discussed the possibility of expanding the number of fellowships offered in the future, and that most students were able to reasonably complete their work at the level funded.
 - c. Waldron discussed the need for the E&O committee to summarize these data. Hooper suggested one BoD member and one E&O member assemble a report for the NSF with qualitative and quantitative data. Carey volunteered to work on this effort.
 - d. Carey noted that opening the competition sooner in the year may help students, particularly those studying snow hydrology or snowmelt-based questions. Hooper responded that this would be possible, but also expressed concern about participation rates in the summer. He also noted other fields where different seasons (e.g., summer)

require different application periods. Waldron will discuss how to manage the programs in response to these possible challenges.

4. Report from WDC Director (Seul, Hooper)
 - a. Hooper reported that the data engineer position yielded applicants that were not well-aligned with CUAHSI needs and salary. As such, he and Seul have focused on a BS-level person to manage domain and user-support issues, and to free-up time for existing developers to work on programming in the existing services and provide increased program management support. A temporary summer employee will be hired to make some high-priority improvements.
 - b. Seul reported that he will attend BoD meetings to become more involved with activities, and help the BoD understand the WDC activities and challenges.
 - c. Seul reported that the new web client is scheduled to be released this month in its preliminary form, *.zip format downloads have been implemented, and time-series visualization will be on hold for a future release. He expects a more regular release schedule, as opposed to ad-hoc, will take effect in January 2016 and onward. Seul is formalizing a QA/QC vendor to help test products before release.
 - d. Hooper noted the script with the R-based analysis tool was circulated to BoD members last week. This is an important tool to enable rapid searching and assessment of data stored in the WDC.
5. Response to NSF Management Review (Valocchi, Hooper)
 - a. Hooper summarized the recommendations of the management review, focused largely on engaging a business development professional to help with developing a business development plan for CUAHSI. This will be a central focus at the July 2015 BoD meeting.
 - b. A formal response is due to the NSF at the end of next week. Hooper requested feedback on the outline he circulated. The group discussed the need to articulate the resources required to change current activities, if they are required.
6. Release of Decadal Survey (Hooper)
 - a. Hooper requested that the draft decadal survey remains important for CUAHSI. He noted that he needs support from the BoD in refining the survey and soliciting responses from the community. He is not comfortable releasing the survey without a firm commitment from the BoD. One suggestion is to delay release of this survey until the start of the academic year, and discuss this at the July BoD meeting. The group discussed the need for high response rates to provide some validity to the results, and demonstrate representation from the community. Krajewski suggested engaging the AGU Hydrology section to help gain distribution and participation.
 - b. Istanbuluoglu suggested a beta version be released to a few select colleagues to help obtain feedback from 10-15 people to help revise the survey before broad release. Hooper will finalize the draft survey and work with the Board to identify persons for the pilot survey.
7. **Motion to adjourn.**
 - a. **Motion: Waldron**
 - b. **Second: Tyler**
 - c. **Discussion: (none)**
 - d. **Vote: Approved (unanimous)**

16:10 EST Adjourn