

Roll Call

12 members are present, 10 needed for quorum. "X" indicates present

Term expires 12/31/2021

Gordon Grant, Oregon State University X Steve Loheide, University of Wisconsin-Madison (Past Chair) X Jeanne VanBriesen, Carnegie Mellon University - Term resigned July 2021 Gretchen Miller, Texas A&M University (Chair) X Alejandro Flores, Boise State University (Chair elect) X Greg Characklis, University of North Carolina Chapel Hill X

Term expires 12/31/2022

Aditi Bhaskar, Colorado State University X Anne Jefferson, Kent State University X Anne Nolin, University of Nevada-Reno X Ashok Mishra, Clemson University X Jay Zarnetske, Michigan State University X

Term expires 12/31/2023

Jesus Gomez-Velez, Vanderbilt University X Safeeq Khan, Univ. of California, Merced Sarah Ledford, Georgia State University Margaret Zimmer, Univ. of California, Santa Cruz X

Officers: (terms expire January 31, 2023)

Troy Gilmore, University of Nebraska (Treasurer) X Adam Ward, Indiana University (Secretary) X

CUAHSI Staff Present: Jerad Bales

Minutes prepared by Ward

14:00 EDT Call to Order

- 1. Executive Director's report
 - a. Mics. Updates
 - Bales reported applications are open for CUAHSI Fellowships and training program, plus instruction in the Virtual University. He noted one training course in hydrogeodesy that is in the works with partnership from UNAVCO.
 - CUAHSI is discussing if attendance at AGU will be in person or virtual.
 - Future funding. A collaborative proposal with a NOAA Cooperative Institute Univ. of Alabama is underway and will be submitted this quarter. Bales also reported additional funding from the Internet of Water team for CUAHSI's activity on the project. CUAHSI is also working on a cooperative institute proposal with Northeastern Univ.
 - Bales had identified a new office space for CUAHSI, which will provide sufficient space and an overall reduction in rent.
 - Webinar series will continue this month and next, and attendance remains strong.
 - The HydroShare annual report was circulated for review prior to the meeting.
 - b. FIHM Update
 - More than 100 session ,workshop, and town hall proposals were received, which AGU estimated to convert to about 2,000 attendees. Bales reported that he is working with AGU to ensure CUAHSI is acting as a full partner and that organization is underway.
 - c. NSF Management Review Update
 - Bales reported that responses to the NSF's letter is underway, and he is working with staff to complete the report, due in December.
- 2. Chair's report
 - a. Nothing new to report beyond existing agenda items.
- 3. New Member Requests
 - a. Bales circulated requests for membership from Fort Lewis College and Prairie View A&M. He confirmed that both applications were received and are complete, except the final payment from Fort Lewis College.
 - b. Approval of the applications for membership from Prairie View A&M..
 - Motion: Loheide
 - Second: Flores
 - Discussion: (none)
 - Vote: Approved (unanimous)
 - c. Approval of the applications for membership from Fort Lewis College
 - Motion: Jefferson
 - Second: Nolin

- Discussion: Jefferson reported the Gigi Richards leads the Four Corners Water Center at Fort Lewis College, and Flores reported Heidi Steltzer is also at that institution.
- Vote: Approved (unanimous)
- 4. Executive Director's Travel
 - a. Bales outlined four upcoming trips:
 - November and December, specific dates TBD: Durham NC to Cambridge; Office visit (two trips)
 - Nov. 17 19: Durham NC to Washington, DC; Internet of Water Board meeting
 - December, specific dates TBD: Durham NC to New Orleans; AGU Fall meeting. Bales only intends to travel if CUAHSI will have a booth at the event.
 - b. Approve Bales' travel as detailed above.
 - Motion: Nolin
 - Second: Zarnetske
 - **Discussion: (none)**
 - Vote: Approved (unanimous)
- 5. IRB Process for CUAHSI
 - a. Bales summarized that participant surveys have been relatively informal and ad hoc in the past. Bales intends for formalize the process for surveying participants, including better understanding current services and community needs. To that end, Bales has discussed the need for CUAHSI to engage in an IRB process for surveys. This is important if CUAHSI will publish any data about activities or the community, which is a goal for the organization. His proposal was to identify if the IRB process at one of the institutional PIs could leverage the existing process at their home institution.
 - b. Jefferson and Loheide are collaborating on an existing effort, which is being led via JEfferson's institution.
 - c. The group discussed potential training requirements and arranging appropriate access for institutions in terms of training, data storage, and other logistics.
 - d. Jefferson identified a need to clarify access to training (e.g., CITI Human Subjects), how CUAHSI staff work through or are overseen by a Board member whose institutional IRB would be used, and some guidance on data storage and access.
 - e. The group also discussed limitations of data storage and identifiable data that could present challenges.
 - f. Loheide also noted the potential to engage private firms for IRB review and approval.
 - g. Bales noted this is not an urgent need, but that he does want to get a process in place to keep this organized and consistent in the future as staff continue to implement evaluation of projects and surveying participants.
- 6. Nominations for CUAHSI Directors, 2022 2024
 - a. Jefferson presented a slate of 11 nominees for the 6 open Board seats on behalf of the nominating committee (herself, Zimmer, and D. Guswa):

- Lejo Flores
- Gretchen Miller
- Greg Characklis
- Steve Loheide
- Holly Barnard
- Crystal Ng

- Chris Lowry
- Ricardo
- Gonzalez-Pinson
- Yinphan Tsang
- Gigi Richard
- Ali Fares
- b. Bales and Ward confirmed all nominees are representatives of their member institutions and that their how institutions are in good standing with the organization.

c. Approve the slate of nominees presented by Jefferson

- Motion: Gomez-Velez
- Second: Bhaskar
- Discussion: (none)
- Vote: Approved (unanimous)
- d. Bales will have CUAHSI staff reach out to each candidate to request a photo and statement to circulate, and to confirm with them the dates for the January 2022 Board meeting.
- 7. Bylaws revisions voting and next steps
 - a. Miller will produce a video summarizing the changes and why they are being made to circulate to members.
 - b. The vote for bylaws will be scheduled to coincide with the Board elections.
 - c. Zarnetske also reminded the group that there are ways to engage with standing committees for those who are not elected to the Board. This provides a way to engage with CUAHSI and foster a stronger candidate pool in future years.
- 8. January 2022 meeting planning.
 - a. Flores reminded the Board that the Jan. 2022 meeting is planned for January 5-7, 2022.
- 9. Other Business
 - a. Nolin circulated a draft charter for the E&O committee for Board review and input. She drafted the language in response to optimally having a PUI representative for the Board.
 - a. Miller opened the floor to other business. Hearing none, the meeting was adjourned.
- 14:59 EDT Adjourned