



### **Roll Call**

14 members are present, 10 needed for quorum. “X” indicates present

#### **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  
Jay Zarnetske, Michigan State University X

#### **Term expires 12/31/2023**

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

#### **Term expires 12/31/2024**

Holly Barnard, Univ. of Colorado - Boulder X  
Alejandro Flores, Boise State University X  
Gretchen Miller, Texas A&M X  
G.H. Crystal Ng, Univ. of Minnesota X  
Steven Loheide, Univ. of Wisconsin - Madison X  
Gigi Richard, Fort Lewis College X

#### **Officers: (terms expire January 31, 2023)**

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

**CUAHSI Staff & Officers Present:** Jerad Bales, Troy Gilmore, Maddie Scranton, Deanna McCay, Adam Ward

**Guests Present:** (none)

Minutes prepared by Ward

**Wednesday, 16-Feb-2022**

12:00 EST Call to Order

1. Report from Executive Director
  - a. Bales reported a new developer joined the team recently and has been assimilating well and getting up-to-speed. He also noted another Dev-Ops engineer candidate has been identified.
  - b. Bales reported applications are picking up for the Summer Institute. He noted that alignment with an ongoing Cooperative Institute proposal team is helping drive interest. Bales reported potential funding to expand this partnership in the future. He also reported that the JAWRA special collection stemming from the 2019 summer institute is now published.
  - c. Bales reported 8 Pathfinder and 3 Hydroinformatics fellowships were awarded, and 10 LTAW proposals are presently under review. Four training courses are scheduled for 2022, which remains down from pre-COVID levels but he is happy with this arrangement. Miller asked about delivery format. Bales reported that two are planned for in person delivery, one virtual, and did not recall the details of the final project. Proposals are also under review for the Critical Zone synthesis activity.
  - d. FIHM planning is moving forward. Bales reported that session assignments and planning are underway, with more than 900 abstracts and more than 800 unique authors submitting. He reported an expected attendance of about 1000 people based on AGU's experience, though it is unclear how COVID will impact this.
  - e. Bales reported AGU, RENCi, and CUAHSI are collaborating on a proposal for the [Findable Accessible Interoperable Reusable Open Science Research Coordination Networks \(FAIROS RCN\)](#) (22-553) call. He also reports work with the Internet of Water team on another effort related to this call. Bales has also asked McCay to consider if CUAHSI has a role in the recently released NSF Cultural Transformation in the Geoscience Community RFP. Bales also reported new funding via a NASA ROSES project.
  - f. Bales shared a demo video to help walk new users through HydroShare interactions, which are targeted to lower the barrier to entry for new users on HydroShare. Five other videos have been created, but are not yet posted. He expects the regular creation of videos to become commonplace.
  - g. Ledford requested an update on CUAHSI's finances as discussed last meeting. Bales reported that he is aware that reimbursements have been slow in some cases and he is working on processes to ensure this does not continue. He reported that he is working closely with NSF and the accounting firm to rectify finances. He is actively working on this matter and keeping a close eye on the matter.
2. Report from Board Chair
  - a. Flores reminded the Board to ensure dues are paid as letters have recently gone out.
  - b.
2. Executive Director Search Update

- a. Flores reported that the ExCom has established a search committee chaired by Miller and including Loheide, Jefferson, Barnard, Bhaskar, Mishra, and Emily Clark. Miller is working to secure an external community representative, and Bales will join the group in an ex-officio capacity.
  - b. He reported that ExCom has drafted a charge for the search committee, available for Board review on the shared drive.
  - c. Miller reported that the search committee plans to keep searches confidential until finalists are announced. She also reported that an ambitious timeline has been established, with the goal of initial phone interviews, requests for references for a short-list of candidates, and then a final interview including in-person interviews with the organization.
  - d. Miller reported that the committee is actively drafting an advertisement for the position. She anticipates sharing a draft with the Board in the coming week for their feedback and input.
  - e. Miller noted that Texas A&M's ADVANCE Center will provide implicit bias training for the search committee prior to initiating interviews.
  - f. Flores reminded the Board to begin brainstorming potential candidates, noting the importance of the Board in recruiting a strong leader for the organization.
  - g. Nolin asked about the requirements for the location of the next Executive Director (i.e., relocation to MA vs. working remotely). The Board discussed the issue, noting several potential costs and benefits. Ledford noted the benefits of in-person leadership for critical interpersonal team relationships and also questioned who pays for the costs of travel. Gomez-Velez noted that a conflict between expectations for the staff vs. Executive Director should be considered. Jefferson suggested specifying some minimum on-site time fraction would be important. The group discussed tax implications for the candidate and organization, and also the long-term future of CUAHSI as Boston-based. Loheide suggested that candidates who did not intend to relocate might be asked to propose a model that they would envision using in terms of their proposed structure and function if not anticipating being based in Boston with the organization. Bales discussed the success of having a flexible working location policy, noting several staff members that are working remotely and would not necessarily want to move to the organization. Flores summarized that the Board broadly believes a remote option would be considered, noting that the candidate would need to present a vision and plan for how they would manage the organization in near- and longer-term horizons as place-based work becomes less of a norm.
3. Discussion of CUAHSI Code of Conduct
    - a. A draft CUASHI Code of Conduct was circulated for review prior to the meeting.
    - b. McCay presented the Code of Conduct, reviewing the origin of the effort and noting that CUAHSI has joined the Societies Consortium with the goal of following best practices on creating effective, equitable, and just organization. The draft builds closely from the resources of the Societies Consortium. She noted the DEI Standing Committee is reviewing the draft. McCay is also working on a document that outlines reporting, investigating, and resolving conduct that

will be developed and finalized in addition to this code. She discussed the balance of reporting, confidentiality, and responses that must be considered.

- c. Bales expressed a desire to have this approved at the March 2022 Board meeting. Flores suggested that the Board review the document circulated in the next week, engaging with McCay to discuss any issues with her offline. The Board should expect a final draft for approval prior to the March 2022 Board meeting.
4. AWRA – CUAHSI MOU
  - a. A draft MOU between CUAHSI and AWRA was circulated prior to the meeting. This outlines the roles and responsibilities for each organization for a planned symposium honoring the work of David Maidment.
  - b. Motion to approve Bales to sign the MOU with AWRA for the Maidment Symposium on behalf of CUAHSI.**
    - i. Motion: Nolin**
    - ii. Second: Ledford**
    - iii. Discussion: (none)**
    - iv. Vote: Approved (unanimous)**
5. Other Business
  - a. Khan suggested that Board - Standing Committee interactions should be discussed, per the January 2022 meeting.
6. Flores opened the floor to any other business. Hearing none, he adjourned the meeting.

13:00 EST    Adjourned