**Coastal Development Conference Call – December 9, 2014**

**Participants:**

Becca Newhall (NOAA)

Marilyn ten Brink (EPA)

Daniel Savard (NB Department of the Environment)

Christine Tilburg (GOMC - ESIP)

**Fact Sheet**

The purpose of the call was to update committee members about the status of the Coastal Development Fact Sheet. Christine Tilburg mentioned that she is hoping funds will be accessed that would require the fact sheet to be completed by the end of March. If that is the case, the text and figures need to be ready for the designer mid to late January. Christine hopes to send the current version of the text to the full subcommittee in the first week of 2015. Marilyn ten Brink mentioned that she will be out of town from December 23 through January 12. Christine agreed to send her a copy prior to the start of Marilyn’s vacation ***(Action to be taken: Christine needs to send a copy to Marilyn prior to December 23).***

**For More Information Section**

Daniel Savard wondered if there might be an opportunity to provide information on recent work that New Brunswick has been doing to work with fiscal impact and design. Christine stated that each fact sheet has an associated section on the ESIP webpage called the “For More Information” section. She suggested that this might be a good place for information such as Daniel was discussing. Marilyn liked that idea and suggested that it might be a place for the subcommittee to make available other useful tools and websites. ***(Action to be taken: Once Daniel sends link add it to the FMI document for the subcommittee).***

**Audience**

Becca Newhall wondered about the intended audience. Christine stated that the intended audience for the fact sheets is decision makers. Although other ESIP products (such as ESIP journals and webtools) have other audiences the subcommittee produces the fact sheets as a document to bring broad scale information to decision makers in the region.

**Next Steps**

Christine will send the most recent version of the fact sheet to the full subcommittee the first week of January.