**Steering Committee Conference Call: April 29, 2014**

**Participants**

Heather Breeze (DFO), Jawed Hameedi (NOAA), Matt Liebman (EPA), Kathryn Parlee (EC), and Christine Tilburg (GOMC)

**1. Contaminants Fact Sheet**

Christine Tilburg updated the Steering Committee on the release of the Contaminants Fact Sheet. The electronic version was released on April 17, 2014. Christine stated that she will pick up hard copies of the Contaminants Fact Sheet when she is in Halifax in June. Other ESIP fact sheets and kit folders have been printed. Christine reminded the group that hard copies of ESIP’s fact sheets are available if you are going to a meeting and would like to distribute ESIP materials. For example, fact sheets were recently distributed at the Schoodic Institute’s Acadia National Park Symposium and the New England Estuarine Research Society meeting.

**2. Directional Invitations Out**

Invitations were sent out to the ten individuals selected by the ESIP Steering Committee for participation in the ad-hoc “Directional Subcommittee”. Responses have been received by six of the individuals confirming their participation: Jeff Hyland, Jim Latimer, Emily Monosson, Jerry Neff, David Page, and Paul Stacey. Chris Deacutis has declined. Christine is waiting to hear from the last three individuals. She is hoping to have a conference call in May and report to the Steering Committee on initial progress at the June meeting. ***(Action to be taken: add to June agenda).***

**3. ESIP Video**

Members of the ESIP Steering Committee have discussed a desire to have a short video for ESIP on the ESIP home page. Abe Miller-Rushing and Susan Russell-Robinson helped provide the opportunity (with USGS funds) to do a short video with Regan Alsup (http://www.reganalsup.com/) while she is in Acadia working on a video for the Schoodic Institute. The video will be approximately 2.5 minutes long and will provide a brief introduction to ESIP and the seven theme areas. The video will also provide information on the two webtools. Christine Tilburg will be traveling to Acadia to do the filming towards the end of May. Christine mentioned that the Schoodic Institute has rooms available for meetings and lodging for visitors. ESIP might consider that option if there is an annual meeting in the vicinity.

**4. Topics for June Meeting (& Change of Date!)**

The ESIP Annual Meeting date has been changed to June 18. Christine is collecting suggestions for topics on the agenda – she requested suggestions be sent to her by mid-May. Previous suggestions include: a revised communication plan and discussion of ESIP 2.0 progress.

**5. International Oceans Conference**

Jawed Hameedi mentioned the upcoming International Oceans Conference in D.C. on June 16-17. He asked if individuals have suggestions of people that might be appropriate to invite to forward those names to him at this time.