**Steering Committee Conference Call: November 22, 2011**

**Participants**

Adria Elskus (U Maine/USGS), Jawed Hameedi (NOAA), Jim Latimer (EPA), Matt Liebman (EPA), Melanie MacLean (DFO), Kathryn Parlee (EC), Marilyn ten Brink (EPA), and Christine Tilburg (GOMC).

**1. BoFEP Feedback**

ESIP presented a mini-workshop on September 28 at the BoFEP meeting in Saint John, NB. Seven participants attended the workshop. Christine Tilburg provided a summary of the issues raised at the mini-workshop. She stated that she found the pre- and post-evaluations to be particularly helpful. Kathryn Parlee commented that the individuals that attended appeared to enjoy the workshop (particularly the part when tasked with "breaking" the tool). Adria Elskus wondered what Clean Annapolis River Project (CARP) is. Kathryn stated that CARP is one of Environment Canada's ACAP sites. Adria commented that there appeared to be a diverse number of organizations represented. Marilyn ten Brink wondered if the group discussed uses of indicators. Christine stated that the many in the group stated they had data but didn't use indicators. She wondered if there is a disconnect between the use of data as indicators.

**2. Metadata and the Indicator Reporting Tool**

During the September Steering Committee call it was suggested that the current "for more information" and "metadata" links in the Indicator Reporting Tool be replaced with a table containing general information. The table was also to include links for more detailed information. In addition, a button was discussed that would notify C. Tilburg/J. Cradock when links are broken. The Steering Committee discussed the draft table that Christine provided with the agenda.

It was suggested that the individual contact's name be placed within the metadata table. Christine expressed concern that if the individual changed jobs this might be a dead end. Jawed Hameedi stated that a primary contact title and generic phone number could be used. The group agreed with this suggestion. *(Action to be taken: Place this information within the table).*

Kathryn wondered if there is value in including the date that the data was added into the Indicator Reporting Tool. Marilyn wondered if this could be a place-holder for information on updates to the data. It was suggested that a date be used for "uploaded/updated". The group agreed with this suggestion. *(Action to be taken: Place this information within the table).*

Jawed commented that at NOAA researchers are being asked to include information on data latency. He used chlorophyll a (~ 1 week) and Gulfwatch (~ 1 year) as examples. He stated that he didn't think ESIP needed to do this but was providing the information as food for thought.

Christine commented that she is hoping the metadata table will be available when she sends a message out for the new year regarding the Indicator Reporting Tool's revisions. *(Action to be taken: Connect with J. Cradock regarding this schedule).*

**3. Feedback from Coastal and Estuarine Research Federation**

Jim Latimer attended the national Coastal and Estuarine Research Federation (CERF) in Daytona, Florida the first week of November. An ESIP presentation (authors: Latimer & Tilburg) was included in a session that focused on thresholds and ecosystem changes/respond to pressures. He stated that there was good feedback from attendees with people interested in the Indicator Reporting Tool and data. Jim mentioned that the talk focused on the eutrophication samples for water clarity and chlorophyll a. Both Jim and Christine discussed the assistance EPA is providing with the creation of a database that includes over 40,000 records for over 15 different estuaries.

**4. Heads-up: 2012 Annual Steering Committee meeting**

Due to timing with some Canadian funding, it has been proposed that ESIP's annual Steering Committee meeting be moved to March 2012 to coincide with the Gulf of Maine Council Working Group meeting. In addition, Susan Russell-Robinson has proposed that the morning portion involve chairs from other GOMC subcommittees. The group discussed where the meeting likely will be held. Kathryn confirmed the meeting would coincide with the Working Group meeting March 13-14 in Boston.

**5. Miscellaneous**

* Christine updated the Steering Committee that the GeoConnections Expression of Interest submitted by ESIP was not moved forward in the proposal process.
* Marilyn brought up the need for ESIP to start thinking of using smart phones, apps, social media to promote ESIP. Christine stated that this line of inquiry was included in Jim Cradock's contract for IT with ESIP. She suggested that it might be a good topic for a brainstorming session at the ESIP Annual Meeting.

**Next Call - December 20, 2011 at 10:30 AM ET - Please let me know at this time if you have a known conflict with this call.**