

## **Notes of September 1, 2015 FIO Advisory Council Meeting**

Location: University of South Florida, University Student Center, St Petersburg, Florida

Chair: Wade Jeffrey Past Chair: Shirley Pomponi (ExO)

Executive Committee Members: Wade Jeffrey, Gil McRae, Jackie Dixon, Peter Ortner, Bill Hogarth (ExO), Richard Stevens (ExO)

Attending Council Members:

In person: Tristan Fiedler (Alt) for George Maul, Jody Harwood, David Hastings, Ian McDonald, Mike Allen, Linea Boehme, Quinton White, Darren Rumbold, Jackie Dixon, Richard Stevens, Provost Wilcox, Kumar Mahadevan (Alt) for Michael Crosby, Gordon Bauer, Randy Runnels (Alt for Kevin Claridge), James Fourqurean, Heather Judkins, Grant Palmer, Eric Milbrandt, Debbie Stone and Host Institution Provost Ralph Wilcox, David Hastings, Sandra Gilchrist

By Phone/Web: Courtney Hackney, Karl Haven, Richard Dodge, Lisa Oliver, Richard Long, Nick Shay (Alt) for Peter Ortner, Sharon Whidden (Alt) for Mitchell Roffer, Courtney Hackney, Don Kent, Linda Walters for Graham Worthy, Valerie Paul

Absent FIO Council Members: Kevin Claridge, Michael Crosby, Tim Short

Others Attending: Karen Holbrook, Cam Ngo, Robert Walker, Mark Collins, Andrew Shepard, Brendon Baumeister, David Coy, Billy Coker, Christopher Bailey, George Guthro, Alexander Savor, Thomas Lee, Patrick Foster, David Kennedy, Andrew Warren, Lieu Huynh, Lori Anderson, Frank Biafora, Barbara Kurtpatrick, Lynn Hunt Long (BOG Alt Rep), Jeffrey Cornelius

- I. Welcome to FIO Meeting and Council Introductions by FIO Director, Bill Hogarth and FIO's Host Institution, Provost Ralph Wilcox.
- II. Call to order: At 9:10am by Chair Wade Jeffrey
  - I. Action Items: Chair Jeffrey asked for approval on the following items:
    - a. Approval of September 1, 2015 Agenda
    - b. Approval of February 11, 2015 Minutes

Motion by Jackie Dixon and second by Gil McRae. No further discussions, Agenda and minutes was approved by the Council on 9/1/2015

- II. Committee Nomination and Assignments: Chair Jeffrey expressed that the FIO Committee(s) nomination process and assignment of committees will be discussed in the afternoon session. Chair Jeffrey hands over the floor to Provost Wilcox.
- III. Provost Wilcox welcomed everyone to USFSP and asked the Council Members to thank their Provost's for their support and pledges to fund the replacement of

the R/V Bellows. Provost is hopeful that the Governor will support the remaining portion (\$3M) to construct the new Bellows. He thanked committee staff, faculty and students for their support.

### III. FIO Update: FIO Director, William Hogarth

#### I. General Update

- a. The WBII crew was recognized by United States Coast Guard on July 22, 2015 for assisting in a search and rescue of a missing boater drifting at sea on June 23, 2015. Dr. Hogarth formally recognized the WB crew.
- b. Audits: FIO underwent two (2) audits conducted by USF Audit and Compliance Office and one audit by the U.S. Treasury Office of Inspector General (OIG). Overall, FIO feels the audits were a success with low risks. Copies of the report will be included in our annual report to USF and the BOG.
  - i. Results: USF's Audit and Compliance for FIO's Operational Audit: Overall Control appears to be adequate. The director emphasizes compliance, and staff are experienced and familiar with university and other regulations, policies, processes and procedures.
  - ii. Results: USF's Audit and Compliance for FIO's RESTORE Act Audit: Overall conclusion is there is an adequate system of internal controls in place to meet audit objectives which were control of Conflict of Interest and to separate the shared Webmaster between FIO and USF.
  - iii. Results: OIG's recommendation to the Fiscal Assistant Secretary to ensure that FIO selects its Centers of Excellence through a competitive process in accordance with the RESTORE Act, Treasury regulations and conditions of award prior to disbursing grant funds to FIO.
- c. Vessels:
  - i. FIO successfully completed the bidding process and allocated \$500K for the Weatherbird and Bellows for shipyard work this January 2015
  - ii. Bellows will have a "check-up" every six months to ensure the safety of the vessel and to determine continued operational safety. We have a new design for the new "Bellows" and we are ready to begin the construction bidding process as soon as we receive funding approval from this legislative session.
  - iii. FY 2014/15- FIO awarded 47 SUS ship days on the R/V Bellows that also includes 1 day for use of the KML and 13 days on the R/V Weatherbird II. Ten (10) different institutions were awarded.

#### II. Budget Update

- a. We are currently operating in the positive across all funding sources. Details will be outlined in the annual report.
- III. Personnel Update
  - a. The WB Assistant Captain position is currently vacant, Ryan Healy who previously held the position, left to advance his sea exploration and skills on a larger vessel.
  - b. KML property has been transferred to FIO. FIO has set aside a \$250k reserve for unforeseen costs for KML. FIO added Tom Bartlett, Bill Ferrell, and Michael Norberg to the KML staff.
  - c. Results from the RESTORE Act Audit requires FIO to discontinue shared position of a webmaster with the College of Marine Science. FIO will be recruiting a new webmaster.
- IV. Legislative Update
  - a. Capital Funding in FY 2015/16 was unsuccessful for the full \$6M for the R/V Bellows replacement.
  - b. Resubmission request for FY 2016/17 will be for \$3M; FIO received \$3M pledges from participating SUS/Non-SUS Institutions, City of St. Petersburg and FIO.
- V. Outreach Activities
  - a. FIO sponsored The Guy Harvey Magazine Education issue- which will be sent to all the school teachers in the State of Florida. Over 5,000 teachers from grades K-12 will receive copies of the issue.
  - b. Working with The Guy Harvey Magazine to develop the first FIO Report magazine. The report will dedicate a page or two to highlight each member's institution and the faculty, students and research being conducted. Distribution will be sent nationwide to advertise FIO and the expertise offered by FIO members. Upon completion, we will send copies to the members.
- VI. Oceans Day
  - a. February 11, 2016
  - b. We are aiming to have a joint meeting with Florida Ocean Alliance
- IV. Florida RESTORE Act Center of Excellence Research Program: FIO Director, Bill Hogarth and FLRACEP Program Director, Andy Shepard
  - I. Overview presentation made by Andrew Shepard on FLRACEP rules, policies, and mission.
  - II. FIO working concurrently with the release of the RFP # FLCERGP-2015-01 in February, FIO staff worked tirelessly through the application process with Treasury. Funding was approved (9/1/2016) by Treasury for ~\$4m for 3 years.

- a. From RFP # FLCERGP-2015-01, the Program Management Team awarded 10 projects, valued at ~\$2.7M. Details on the projects can be viewed at <http://fio.usf.edu/outreach-flracep/fact-sheets>
  - b. We hope to release RFP-II early next year for the ~425k. Announcements will be made in the same manner as RFP-I
  - c. FIO determined approximately ~ \$425k will be used to release an additional RFP-II with emphasis on marine Ocean Observing project(s). Details of the next RFP-II will be reported to Treasury when the process is complete.
  - d. FIO will hold its first All-Hands meeting for the program on November 5-6, 2016 at the Tradewinds Grand Island Resort, St. Pete Beach
  - e. All program related meetings have been held at Treadewinds Grand Island Resort so far to avoid any perception of Conflict of Interest between FIO and its member institutions.
- III. Future funding: We expect to receive \$22M for 15-17 years from BP civil settlement. We will have discussions with the PMT to discuss the best method and ways to ensure the funding is used effectively as defined by the RESTORE Act.
- V. Maritime University - Presentation was by Jim Simons

**Break for Lunch**

- VI. Marine Field Studies 5wk-Summer Course Update, Potential Teachers Course & Graduate Course Discussions
- I. Marine Field Studies 5wk-Summer Course Update:
    - a. Presentation by Council member Heather Judkins, the course had 23 students from FAU, FGCU, USFSP, UNF and UWF.
    - b. The course had two (2) cohorts which rotated (clockwise and counterclock) students through different sites for field work during the five weeks.
    - c. FIO provide \$500 scholarships for students participating in the course.
  - II. Potential Teachers Course:
    - a. There's been some FIO interest in providing a Teacher field study workshop to take place in the lower half of state. The course should utilize KML and R/V Weatherbird II. The course will be for grade 6-12 teachers for a duration of 14 days potentially during July of 2016. Ideally, we would identify four (4) sites and teachers are expected to spend 4 days at each site. Council members present showed interested and discussions will continue offline. Will report back next council meeting.
  - III. Graduate Course: Presentation by Mike Allen
    - a. The current challenge for the course is not enough opportunity for students to do field work. The course will have approximately 12-14 students. Have a similar set up as the existing undergraduate marine field studies course. More discussions will take place offline.

VII. Healthy Earth – Presentation by Thomas Biddinger

VIII. Strategic Plan Update – Presentation by Dr. Karen Holbrook

- a. FIO's 5 year AISO and Strategic Plan was up for renewal. The need to update the strategic plan with the upcoming changes (i.e. new leadership.)
- b. Dr. Holbrook met with all the council members and has incorporated their comments and suggestions into the strategic plan. The Ad-hoc Strategic Plan committee met several times to discuss the future plan. A draft copy of the Strategic Plan 2015-2020 has been distributed to the council members.
- c. Any edits to the document will need to be sent to Dr. Holbrook by September 11, 2015 to meet the deadlines.
- d. All documents (AISO Renewal, Host Institution Renewal/Recommendation, Strategic Plan 2015-2020 and Business Plan) must be ready for submission to the Board of Governors for their meeting on September 25, 2015.
- e. Dr. Hogarth asked that the Council take one last look at the document and provide any thoughts as soon as possible.

IX. Election of Committee Appointments

- a. Executive Committee Composition:
  - i. Jackie Dixon, Peter Ortner, Darren Rumbold, Jim Fourquarean, Ian McDonald.
  - ii. Jackie Dixon nominated by Wade Jeffrey to be Chair, Shirley Pomponi second and was approved unanimous.
  - iii. Shirley Pomponi rotates off as Past Chair; Wade Jeffrey moves into this post as Ex-Officio
  - iv. Richard Stevens and Bill Hogarth are Ex-Officio for the committee
- b. Nomination Committee Composition:
  - i. Remains vacant, it was determined the new Executive Committee will appoint the Nomination Committee. This will need to be revisited at the next Council Meeting.
- c. New Members Committee Composition:
  - i. David Hastings, Richard Stevens, Quinton White
- d. Ship Advisory Committee Composition:
  - i. Sandra Gilchrist, Ian MacDonald, Jackie Dixon, Wade Jeffrey, Jim Fourquarean, Shirley Pomponi
- e. By-Laws Committee Composition:
  - i. Michael Crosby, Peter Ortner, Gil McRae, Heather Judkins
- f. Education Committee Composition:
  - i. Courtney Hackney, Darren Rumbold, Linae Boehme, Heather Judkins, Debbie Stone, Mike Allen, Kevin Claridge

Approved by FIO Advisory Council April 25, 2016

Chair Jeffrey turns over the meeting to new Chair Dixon. No new business to discuss. Motion made and approved to adjourn the meeting at 5pm.

Approved 4/25/16