

**PINEMAP Executive Committee Meeting**  
**Thursday, September 08, 2011, 9:30-10:30 am EST.**

**--MEETING MINUTES--**

**Participants in attendance:**

Jessica Ireland (Moderator)  
Bill Hubbard\*  
Don Grebner\*  
Gary Peter\*  
Geoff Lokuta (Note-taker)  
Gwendolyn Boyd\*  
Jim Gan\*  
John Seiler\*

Lisa Samuelson\*  
Martha Monroe\*  
Mike Kane\*  
Rodney Will\*  
Steve McNulty\*  
Tim Martin\*  
Tom Byram\*  
Eric Taylor (via telephone)\*

**\* = EC Member**

**START TIME: 9:30 AM**

**9:30 AM      PI Update (Tim Martin)**

- Regularly scheduled EC meetings will be useful and necessary to foster interaction between AIM leaders and update AIM groups of successes and needs, as well as important administrative items.
- Administrative update:
  - Jessica Ireland (Project Coordinator) and Brian Hoover (Data Manager) hired here at UF.
  - Working on development of a project management and progress tracking system.
  - Developing Aim Group Quarterly Report template; near completion.
  - Working with Bill Hubbard's IT team to design and develop a PINEMAP project website; website will be up and running in the next month.
  - The PINEMAP Operating Principles & Guidelines document was drafted, reviewed, and is awaiting final approval by EC.
  - An External Advisory Board is being formed from outside stakeholders
  - Developing PINEMAP Graduate Distance Course for Spring 2012; Martha Monroe is spearheading this effort.
  - PINEMAP Year 2 funding continuation submitted; NIFA has told us we will receive full funding for year 2.
  - Tim is working with Aim 2 to facilitate the standardization of climate scenarios that will be used by multiple Aim groups.
  - Jessica is working with AIM leaders to use Smartsheet (online project management program) to track progress on milestones and deliverables, assist aim groups with work plan tracking, and to highlight linkages between AIM groups.

**9:38 AM            Approval of PINEMAP Operating Principles and Guidelines (Tim Martin)**

- PINEMAP Operating Principles and Guidelines Draft was created, circulated between PINEMAP members, and is now awaiting approval from EC.
- Motion to approve PINEMAP Operating Principles & Guidelines by Tim Martin passed unanimously by all PINEMAP EC members present (14 approval votes)

**9:42 AM            Review of PINEMAP Reporting Guidelines (Jessica Ireland)**

- Three quarterly reports and a final annual report will be required each year from AIM leaders.
- Production of quarterly report template is near complete; template will outline milestones, deliverables, tasks scheduled to be completed or occurring during the relevant quarter, ask for updates on presentations, publications, needs from/information from other AIMS, etc.
- Smartsheet (an online project management program used to create spreadsheets, charts, timelines, etc.) will be utilized to track project-level milestones and deliverables and by aim groups to track work plans.
- Annual meeting will be in May each year; annual project report will be due April 1 each year.
- **Next annual meeting: May 15<sup>th</sup>- 17<sup>th</sup>, 2012 (Location and time TBD)**
- Please review the “PINEMAP Reporting Guidelines” and take note of reporting timeline, etc. Contact Jessica Ireland with any questions.

**9:50 AM            PINEMAP Graduate Distance Course (Martha Monroe)**

- This course, scheduled for Spring 2012, will include all students funded through PINEMAP
- This course will allow us the opportunity to integrate students into a team across both geography and AIM groups and to unite students on an extension-related activity to give sense of outreach and extension.
- Students will register for (2) independent study credits with their advisor at their institution.
- Course will include webinars (Tuesdays at 12 PM EST), discussion boards, readings, presentations, group workshops, and two assignments.
- We will have an integrative course web site to host webinars, assignments, discussion boards, etc.
- Spring 2012 Course Schedule discussed:

<b>Date</b>	<b>Topic</b>	<b>Team member</b>
January 16	Welcome/Introduction	Course Team; Tim Martin
January 23	Climate, climate models	Ryan Boyles
January 30	Impact on forests, ecosystem response, carbon budget and sequestration	Tom Fox and Randy Wynne
February 6 & 13	SE forests, SE climate, SE models, Se impact, economics and policies, reforestation/afforestation issues	Bob Abt
February 20 & 27	Work with Aim teams and Aim coordinator; produce product for Assignment 1	Aim leaders (need representative from each Aim group)
March 5-19	Asynchronous work during 3 week period of spring break	
March 26	Aim groups respond to questions and comments and engage in additional discussion of aim-based research	Aim leaders (need representative from each Aim group)
April 2	Extension program development	Bill Hubbard
April 9	Social change, public perceptions of climate and communicating climate successfully	Martha Monroe and Bill Hubbard
April 16	PINEMAP DSS	Ryan Boyles
April 23	Adaptation and mitigation strategies	Gary Peter
April 30	Groups report on extension programs	Bill Hubbard and Extension Team

## 10:00 AM Updates from AIM Leaders

### ➤ AIM 1- Mike Kane

#### - Successes:

- Staffed several new positions including several research associates.
- Attracted a number of M.S. and PhD students to work on project.
- Tier III installations- hope to be installed by end of year; efforts to find suitable stands in progress.
- Tier I installations- W. Gulf Region- matching spatial and soil data with FIA plots.
- N volatilization/uptake efficiency post-fertilization work underway; greenhouse studies also underway.

#### - Greatest needs from other AIM groups:

- AIM 2, AIM 3- better definition about installations, existing studies that would contribute to Tier I and Tier II series

### ➤ AIM 2- Steve McNulty

#### - Successes:

- Working to create universal methodology (i.e. leaf area) across groups; focus on which equipment and secondary equipment to use
- Discussion over protocols for data sharing occurred
- Drafting standard assumptions for climate change scenarios; what options are available; what are the minimum req. for each scenario

#### - Greatest needs from other AIM groups:

- None yet- focus thus far has been on working within AIM group

➤ **AIM 3- Tom Byram**

– **Successes:**

- Hiring new staff and recruiting graduate students.
- Working on Uniform Response Function- creating necessary databases with weather and progeny test data.
- Molecular group is working on coordination and organization with respect to evaluating the efficiency of various genotyping platforms.

– **Greatest needs from other AIM groups:**

- Coordinate sample collection with AIM 1 Leaders across regions (i.e. need to match foliar samples with trees that were measured for stable isotope analysis).
- Need to know what protocols and what data are expected from others from the Tree Improvement Coop.

➤ **AIM 4- Jim Gan**

– **Successes:**

- Work plan, determining 'who will do what?'
- The lifecycle analysis group has made progress in several areas (i.e. wood products, components of lifecycle analysis).
- Southern Pine Beetle impact analysis is in progress.

– **Greatest needs from other AIM groups:**

- Need to know which climate change scenario to use for analyses.

➤ **AIM 5- Martha Monroe**

– **Successes:**

- Great advances made on the Project Learning Tree Secondary Module (working with national office and state coordinators in southeastern region).
- Created framework for PINEMAP concepts to include in the PLT module.
- Environmental Education Program Development class this semester at UF will be developing activities and assisting with a teacher needs assessment in FL.
- J. Seiler has worked on the PINEMAP internship program at Virginia Tech and has conversed with graduate students (to host interns) and undergraduate students (to serve as interns).

– **Greatest needs from other AIM groups:**

- Encourage your graduate students apply to host interns this summer .
- Encourage any undergraduate students who want to be interns to apply (at your institutions, neighboring historically black institutions, or community colleges).
- If you have suggested readings, speakers for the distance graduate course, please e-mail these suggestions to Martha.
- We need folks from each AIM group to be in charge of their AIM group assignment 1 in the graduate course; contact Martha for more information.

➤ **AIM 6- Bill Hubbard (w/ Eric Taylor via phone)**

- **Successes:**
  - Hiring staff- Extension Assistant hired at Texas A&M hired; Assistant State Climatologist (Heather Dinon) hired at NCSU; new graduate student; reviewing/interviewing applicants for an Extension Associate at UGA.
  - Outreach into scientific community: submitting abstracts for papers and posters to various national and regional conferences.
  - Presented at meeting in Arizona; attended Applied Climatology Meeting.
  - Drafted prospectus for an internal webinar series; the purpose of the series is to get all PINEMAP collaborators up to speed on the various science, research going on in different AIM groups; please provide input on suggested webinar topics, presenters, etc.
  - We've received 1,160 responses already to a survey of Extension agents in SE states (looking at perceptions of climate change).
- **Greatest needs from other AIM groups:**
  - Want to be involved with other AIM groups and would like to foster open communication with all other AIMS.
  - Please provide input for internal webinar series.

**10:26 AM      Closing Comments (Tim Martin)**

- Thank you for your time; we will send out minutes shortly.
- E-mail any comments about how we can improve the EC meetings to Jessica.

**CLOSING TIME: 10:28 AM**

**NEXT EC MEETING: October 13, 2011, 9:30 – 10:30 AM EST**