

PINEMAP Executive Committee Meeting

Thursday, October 13, 2011, 9:30-10:30 am ET

--MEETING MINUTES--

Participants in attendance:

Jessica Ireland	Rod Will
Tim Martin	Tom Byram
Bill Hubbard	Jim Gan
Don Grebner	Gwendolyn Boyd
Gary Peter	Steve McNulty
John Seiler	Randy Wynne
Mike Kane	Eric Taylor
Ross Whetten	

START TIME: 9:30 AM

PINEMAP web site/intranet update (Jessica Ireland)

- We are working with Bill Hubbard's staff at the Southern Regional Extension Forestry office on designing and building a web site for the project; the site will be live, available to the public by the end of October. The URL is www.pinemap.org.
- The initial version of the site will be very basic (i.e., limited sub-menu options, high-level project information), and we will depend on the aim groups to provide additional content for the site.
- The Intranet site (accessible to all PINEMAP team members via log in) will be housed on the www.pinemap.org URL and will be the repository for all project relevant documents, reports, templates, resources, etc. The Intranet site will also have a calendar, updates/reminder section, and SmartSheet milestones and deliverables charts.
- We have a photo upload site available at www.pinemap.org; to login, use pinemap1234 as the username and password. Please continue to upload photos that can be used on the web site.
- I will keep everyone up to date on web site progress; please contact me anytime with suggestions or if you have material or menu items you'd like added to your section of the site.
- Finally, we're working on the development of a PINEMAP logo for use on fact sheet templates, presentations, web site, etc.

Quarterly reporting (Tim Martin)

- The project timeline is based on a project start date of March 1, 2011, and the quarterly reporting schedule follows this timeline (see the *PINEMAP Reporting Guidelines* PDF for a complete schedule).
- The 3rd quarter report will be submitted each year slightly before the end of the quarter to allow us to integrate information into CRIS reports.
- NIFA's guidelines regarding reporting thus far have been that we will be required to submit a CRIS report annually; hearing nothing else, we need to be prepared to submit CRIS reports by December 1 each year.
- The next quarterly report (year 1, quarter 3) is due Nov. 15. Jessica will send templates to Aim Leaders no later than Nov. 1; work within your Aim groups to assemble information needed

- The templates contains two major sections:
 - Section I: Progress on tasks, deliverables, and milestones from the Gantt charts submitted with the project proposal; this section is specific to each aim group
 - Section II: Additional Progress/Supplementary Information:
 - Describe needs from/linkages to other Aim groups
 - Explain connections or collaborations with other research groups or projects
 - Describe how PINEMAP funds were leveraged as well as additional resources obtained (Gary asked if Coop dues/dollars should be included as funds leveraged; Tim responded, given the high level of interaction with Coops, it is probably appropriate to list Coop dues and in-kind support)
 - List PINEMAP-relevant presentations given during the quarter
 - List research papers, journal publications, or extension publications published during quarter; please consider acknowledging NIFA on all PINEMAP-relevant publications
 - List current grad students, staff, and postdocs employed by project
 - Outline major changes to work plan
 - Briefly describe forecast of Aim group work planned for next quarter.
- Quarterly reports should provide a lot of what we need for the year-end, annual reports; we've worked to make sure they are not onerous for Aim groups to complete; as you work on the year 1, 3rd quarter report, please contact Tim/Jessica with feedback/input.

2012 Annual Meeting

- The meeting is scheduled for May 15-16 in Atlanta. We are working on finalizing a contract with the GA Tech Hotel and Conference Center as the venue for this meeting.
- We will have two full days for meeting (May 15 and May 16) and we will have a guest room block reserved for May 14, 15, and 16.
- We have not yet finalized the agenda, but a broad outline is as follows:
 - Day 1: project-level integrative activities and meetings
 - Day 2: Aim level group activities (structured and unstructured time)
- We'd like to invite an outside guest speaker for Day 1; Dave Weir is one name that's been tossed around. Are there any other suggestions?
 - Bill: Rodger Sedjo
 - Steve: Dave Cleves, Climate Change Advisor to FS Chief, spoke at forests and climate change meeting in Flagstaff earlier this year
 - Please contact Tim with additional suggestions for speakers
- To assist us in planning the annual meeting, please provide input on the following:
 1. To what extent do you plan to involve grad students in the meeting?
 2. To what extent do we need to have grad student-specific activities at meeting?
 3. Do any Aim groups want additional time for aim-specific meetings/work? We can reserve conference rooms on morning of May 17 for aims to use; let us know if this is something you'd be interested in.

Updates from AIM Leaders

- **AIM 1: Mike Kane**
 - **Successes:**
 - We've had a number of conference calls and e-mail exchanges to better define timelines for installation and activities on Tier III sites; we now have better clarity around activities and are in good shape in terms of locations.
 - We're moving forward on three of the four Tier III installations; a lot of screening taking place in 4th region; still looking for optimal site.
 - We've also made progress on developing prototypes for rainfall exclusion methods for Tier III sites.
 - Also working on ecophys. and carbon measurement protocols.
 - **Greatest needs from other AIM groups:**
 - Work closely with Aim 2 folks involved in modeling to understand data required for Tier I installations; will take some time to go through different cooperatives to get data released.
 - Work with Aim 2 and 3 to get better definition about Tier II sites.

- **AIM 2: Randy Wynne**
 - **Successes:**
 - 3PG version completely ported to FORTRAN; initial testing completed with Peter Sands' version such that quadruple precision version working very well; changes to code base made by Bob Teskey et. al are being incorporated into that version
 - Bob Teskey and colleagues have completed 3PG sensitivity analysis to guide Aim 1 measurements.
 - Developed draft LAI protocol, shared with Aim 1 and other investigators.
 - We have agreement within Aim, across project on initial climate scenarios that will be utilized; these are being downloaded and arrangements being made for those to be served on Enterprise GIS for both point- and region-based data extractions
 - We have requested accounts from NASA Earth Exchange; have not yet received log-ins for these.
 - Initiated, with Harold Burkhart's help, work toward getting Tier I data into TerraC with examples from Forest Modeling Coop; should help us lead charge in getting other Tier I data available.
 - **Greatest needs from other AIM groups:**
 - Coordination with Aim 1 on ecophys. measurements required for modeling.
 - Very importantly: need to see other Coops involved with Tier I data exchange to get example data up such that TerraC can be prepared for ingest.

- **AIM 3: Ross Whetten**
 - **Successes:**
 - Key objectives for year 1 for Aim 3 are to put together database of latitude and longitude locations of progeny tests and reanalyze test data in conjunction with climate data; databases of latitude and longitude locations for progeny tests well under way; Tom has good data set for Texas; working on it for NCSU; Gary well on the way at UF.

- Other key objective: carry out pilot experiment to optimize, test, compare different high throughput sequencing methods as a way of genotyping large numbers of individual trees.
 - Kostya Krutovsky at TAMU working on getting the reagents together to use Sure Select method which is a way of extracting fragments of genomic DNA that are parts of genes so that they can be sequenced; designing reagents to target a set of about 35,000 gene sequences.
 - NCSU: working on methods that involve restriction enzyme digestion of DNA; doing pilot experiments with unimportant samples of DNA to get things working.
 - Overall: Aim 3 is making progress on getting together data, reagents, protocols for 2 major objectives.
 - **Greatest needs from other AIM groups:**
 - Coordination with Aim 1 and 2 regarding data structure and formats required from Tier I sites; what’s needed from Coops; it will take some time to get things recoded in a way that is consistent across three Coops and also respects the intellectual property rights of Coop members; we would like to have detailed discussion of data structure and formats on needs from Tier I sites.
 - Need feedback from Aim 1 regarding tissue collection; coordinating collections of wood cores and getting foliage samples from any tree for which individual phenotypic measurements are taken. Pricing for genotyping is going down dramatically; even though we only budgeted to genotype a few hundred trees, by the time we get another year or two into project, prices come down by another order of magnitude. We could increase number of trees genotyped to several thousand; the cost of collecting foliage samples going to wind up being a modest investment compared to value they’ll have and having detailed genotype data on every tree that we have detailed individual phenotype data on could be a very powerful asset to the project in the long run.
 - Tim: Aim 1 and ecophys. folks are on board with foliage collection on specific trees where we are doing detailed biology, etc.; agree that this is good value added for project; glad we’ll be able to do this.
- **AIM 4: Jim Gan**
 - **Successes:**
 - Completed regional economic impact assessment under business-as-usual emission scenario.
 - Conducted life-cycle analysis of wood products carbon for southern pines.
 - Achieved good progress on surveys in collaboration with Aim 6.
 - Discussed linking disturbance events to probability analysis (beyond the original proposed work for our Aim).
 - Developed collaboration with USFS researcher for fire data gathering and analysis.
 - **Greatest needs from other AIM groups:**
 - Predicted changes in regional temperature and precipitation under difference climate change scenarios.
 - We have established the relationships between climate variables and southern pine beetle infestation risks. We need climate scenarios to predict future outbreaks under climate change and assess the associated economic impacts.

- **AIM 5: John Seiler**
 - **Successes:**
 - Yesterday, Aim 5 and 6 met in person to discuss work plans, progress.
 - PLT modules and graduate course moving forward .
 - UG intern program: Drafts applications developed for UG intern program as well as applications for graduate students to work with UG interns. Next summer, we're looking for 6 interns, we'll ramp up to 12-18 in later years.
 - **Greatest needs from other AIM groups:**
 - Group leaders for grad class for Aims 1-3 to assist with aim-specific assignment 1. Please contact Martha Monroe regarding this.

- **AIM 6: Eric Taylor**
 - **Successes:**
 - Webinar series: we had our first successful webinar last week for internal PINEMAP training; we'd like to keep momentum going; need communication from team members on topics we need to cover, discussion items we need to have.
 - Goal of webinars: help all of us to get on same page, know what each other is doing, be better informed, move project forward. Need topics from all of you. Format of webinars: 30 minute presentation to set the stage, get the ball rolling on good discussions. Discussions could lead to fact sheets, trainings, additional webinars, etc.
 - Working with Coops, getting involved with Coop meetings.
 - Climate perceptions Extension agent survey: good response rates; initiated survey in TX last week; moving forward with surveys across SE.
 - Regional meeting planned: working with state climatologists as well as specialists across Western Gulf Region to organize first Western Gulf forest and climate meeting; may be seeing e-mails, phone calls from me asking for help with this.
 - New hires: Leslie Boby, Program Coordinator with SREF; Matt Bonham, Extension Associate at TAMU.
 - We've scheduled an Aim 6 face-to-face meeting to make progress on deliverables.
 - **Greatest needs from other AIM groups:**
 - When we send out e-mail requests for information, please put a moment's thought into that and provide us feedback; would be great

Meeting wrap-up

Tim Martin

- Tim: I'd like to echo a couple of things Eric said and encourage you to attend webinars. The first one was great; format of half hour intro. talk with discussion after works really well. The discussion raised good questions, and I'm pleased Aim 6 is putting this together for us; it's a good resource for the group. Please continue to attend webinars and provide feedback on topics you'd like to see covered.
- We're all incredibly busy; when there are requests for information and feedback, it's difficult to respond; please make every effort to respond, even if it's a brief response. We are discussing in project management mechanisms to make it easier to keep people informed on items where we need input, feedback, or response; this will be on the Intranet site in some form.
- Please feel free to e-mail me or Jessica if you have input regarding ways in which we can make the EC meetings more useful for you.

- Finally, I'd like to encourage everyone, don't hesitate to CC me or invite me when you're doing Aim-level activities, phone conferences, etc. It's very helpful for me to know what's going on in various Aims, and I'm here as a resource if necessary; this allows me to help make inter-Aim connections.

Jessica Ireland

- Want to reiterate that the web site and intranet site will be up and running by end of Oct.; input on these things is critical; please take time to look over site and give feedback and suggest additional content.
- The year 1, quarter 3 report template will be sent out no later than Nov. 1; if you have questions, please contact Tim or myself.
- Refer to the PINEMAP Quarterly Report Guidelines outline reporting deadlines, timelines.
- If you have suggestions, criticisms, or comments regarding the quarterly report, please don't hesitate to contact myself or Tim.

ACTION ITEMS

- To assist us in planning the annual meeting, please send Tim/Jessica input on the following:
 1. To what extent do you plan to involve grad students in the meeting?
 2. To what extent do we need to have grad student-specific activities at meeting?
 3. Do any Aim groups want additional time for aim-specific meetings/work? We can reserve conference rooms on morning of May 17 for aims to use; let us know if this is something you'd be interested in.
- Please be sure to send internal webinar topic/speaker suggestions to Eric Taylor/Matt Bonham.

Link to web conference recording: [View the Blackboard Collaborate recording](#) (this recording was started late and only covers Aim updates)

NEXT EC MEETING: November 10, 2011, 9:30-10:30 EST