

**PINEMAP Executive Committee Meeting**  
**Thursday, April 12, 2012, 9:30-10:30 a.m. ET**

**--MEETING MINUTES--**

**Participants in attendance:**

Jessica Ireland	Ross Whetten
Tim Martin	Ge Sun
Bill Hubbard	Gwendolyn Boyd
Eric Taylor	Martha Monroe
Lisa Samuelson	Randy Wynne
Tom Hennessey	Shobha Sriharan
Damian Adams	

**PINEMAP REPORTING GUIDELINES (TIM MARTIN)**

- We have established a revised reporting timeline based on newly-established annual report deadlines from NIFA (60 days prior to funding anniversary, or Jan. 1 each year). New timeline is as follows:

<b>Reporting Timeline</b>		
<b>Year</b>	<b>Report</b>	<b>Deadline</b>
<b>Year 2 (2012)</b>	Aim Interim Report	July 13, 2012
	Aim Annual Report	November 16, 2012
	Aim Leaders submit edits/revisions to compiled annual report	December 7, 2012
	CRIS Report	December 1, 2012
	Complete PINEMAP Annual Report submitted to NIFA	January 1, 2013
<b>Year 3 (2013)</b>	Aim Interim Report 1	March 15, 2013
	Aim Interim Report 2	July 12, 2013
	Aim Annual Report	November 22, 2013
	Aim Leaders submit edits/revisions to compiled annual report	December 13, 2013
	CRIS Report	December 1, 2013
<b>Year 4 (2014)</b>	Complete PINEMAP Annual Report submitted to NIFA	January 1, 2014
	Aim Interim Report 1	March 14, 2014
	Aim Interim Report 2	July 11, 2014
	Aim Annual Report	November 21, 2014
	Aim Leaders submit edits/revisions to compiled annual report	December 12, 2014
	CRIS Report	December 1, 2014
<b>Year 5 (2015)</b>	Complete PINEMAP Annual Report submitted to NIFA	January 1, 2015
	Aim Interim Report 1	March 13, 2015
	Aim Interim Report 2	July 10, 2015
	Aim Annual Report	November 20, 2015
	Aim Leaders submit edits/revisions to compiled annual report	December 11, 2015
	CRIS Report	December 1, 2015
	FINAL Annual Report submitted to NIFA	January 1, 2016

\*\*Deadlines relevant to Aim Leaders are highlighted in orange.\*\*

- We will have 2 interim reports each year and 1 annual report.
- Report template based on annual report template required by NIFA—we will work to incorporate cues and interpret NIFA language so it is clear what is expected for each section.
- Change in how 1<sup>st</sup> draft is written—for year 1 report, we took material from existing quarterly reports and Tim and Jessica wrote first drafts of Aim level reports; drafts sent to Aim Leaders to edit. For subsequent years, Aim Leaders will write first draft of Aim chapters for annual report (due mid-November each year as is summarized in timeline)—these will be built from material from interim reports. We will then edit and compile into large report; everyone will have opportunity to give additional edits, revisions due in early Dec.
- Consensus from EC members that this is a reasonable approach; we will adapt as needed as we move forward with this new approach.

#### **MILESTONES & YEAR 2 WORK PLANS (TIM MARTIN)**

- It is necessary to periodically revisit milestones and deliverables and make sure they are relevant and that timing is what we want.
- We also need to adjust timing (since we are no longer on a quarterly reporting schedule).
- During Aim-level breakout sessions, block out 1 hour for revisiting Gantt charts and work plans. Specifically, we'd like you to do the following:
  1. Revise year 2 work plans:
    - a. Review original task/deliverable Gantt charts and ensure that year 2 work plans address the relevant deliverables; revise work plan as needed.
    - b. Revise work plan dates (assign months rather than quarters to line up with new reporting timeline).
    - c. Add relevant cross-Aim integration items to work plans.
  2. Revise milestone Gantt charts:
    - a. Revise dates (assign months rather than quarters to line up with new reporting timeline).
    - b. Add new milestones or revise milestones (if applicable).
    - c. Add cross-Aim integration milestones and assign these to an Aim member.

We will provide more detailed instructions at the meeting to facilitate these activities.
- This will harmonize work plans and enable us to keep goals in front of us and to guard against drift in mission. Also provides a mechanism for Jessica to pull together reporting template for interim reports and to identify specific tasks and milestones due to hit during each reporting period, as these will have assigned months.

## **ANNUAL MEETING AGENDA OVERVIEW (Tim Martin and Jessica Ireland)**

- Quick overview of agenda outline:

<b>PINEMAP Annual Meeting Agenda Outline (subject to change)</b>	
<b>Tuesday, May 15</b>	
8-8:45 a.m.	Welcome, NIFA update, overview of agenda and year 1 highlights
8:45-11:30 a.m.	Aim integration presentations, integration activity
11:30 a.m.-12:15 p.m.	Guest speakers, corn and wheat climate change CAPs
12:15-1:15 p.m.	Lunch
1:15-2:15 p.m.	Speaker: James Jones, Director, Florida Climate Institute
2:15-4:45 p.m.	PINEMAP DSS presentation and activities
4:45-5:00 p.m.	External Advisory Board introductions
5-6 p.m.	External Advisory Board meeting
6:30-8:30 p.m.	Poster session, reception
<b>Wednesday, May 16</b>	
8-9 a.m.	PINEMAP resources and data management
9-10 a.m.	Process reflection/integration activity
10 a.m.-2:30 p.m.	Aim breakout sessions (with lunch 12-1)
3-4 p.m.	Grad course reflection and discussion
4-4:45 p.m.	Delivering PINEMAP mitigation and adaptation outcomes
4:45-5 p.m.	Concluding remarks, adjourn
<b>Thursday, May 17</b>	
8 a.m.-12 p.m.	Additional Aim breakout time (Aims 3 and 4 have reserved space)

- We are encouraging all Aim Leaders to develop formal agendas for breakout sessions.

## **EXTERNAL PROJECT COLLABORATION/INTEGRATION**

- There are opportunities to network with other CAPs. We're doing really well at integrating with parallel corn and wheat climate change CAPs, but there are a lot of other projects out there. Should we invite folks to our annual meeting? We don't have time to formally incorporate them into the program—still some value to inviting them and starting informal conversations.
- They could also submit posters.
- Tim will contact Mark Risse (UGA, livestock CAP), Steve Taylor (Auburn, IBSS), Glenn Howe (OSU, western conifer).
- If you have suggestions for others, invite them to submit a poster even if they can't attend.

## **ROUND ROBIN UPDATES (AIM LEADERS)**

### **Aim 1 (Tom Fox)**

- Aim 1, 2 met in Athens last week, visited rainfall exclusion study site, nearly complete.
- Talked about data/measurements needed at Tier III sites.
- Reviewed, revised, finalized protocols for: carbon inventory, soil sampling, ecophysiology, soil CO<sub>2</sub> efflux, LAI, IPAR, delta c<sub>13</sub> wood samples.
- Discussed sites needed to include in Tier II installations—how to go about selecting those, getting those measured—shooting for 100-120 Tier II sites that will be existing Coop trials, measured for Carbon, , ecophysiology, δC<sub>13</sub>, soil CO<sub>2</sub> efflux.
- Question about Tier II sites and how much of a genetic component we need to include, but this may not be what the Aim 3 is thinking, need to resolve this.

### **Aim 2 (Randy Wynne)**

- Participated in Aim 1, 2 meeting. Had to do triage on what was reasonable to request from Aim 1 with respect to Tier III and II sites; good progress made in assembling Tier I dataset
- Collaboration with NASA Ames going forward, training session planned; training will also be available online.
- Decisions made at meeting that will affect modeling on genetics side.
- 3-PG modeling proceeding, efforts underway for big leaf modeling, test of initial LAI product using in situ data collected in SC. Feeling pretty comfortable.

### **Aim 3 (Ross Whetten)**

- Issue with respect to comment about integration b/t Aim 1 and 3, have e-mail exchanges about possible coordination, collecting tissue from genotyping from same trees that will be subjected to wood coring for C<sub>13</sub> isotope. Key issue—whether treatments imposed are consistent with the experimental design of genetics trials. There has not been a clear resolution of whether there are any genetics trials that exist that would be appropriate study sites to meet Aim 1 objectives for Tier II sites. If these sites don't exist, we should purge this objective from the Gantt chart.
- Making progress on genotyping experiments, URF under development.
- Key issue at annual meeting—getting together with Aim 1 and 4 and looking at integration opportunities.
- Tim—good e-mail exchange regarding genetics and stable carbon isotope analysis—going to ask Gary to bring that to resolution.

#### **Aim 4 (Damian Adams)**

- We're working on a draft outline for setting the stage on integration between us and Aims 1-3 at the annual meeting.
- The focus is on identifying 'critical paths' regarding model use, data needs, key assumptions, etc. Basically, we're asking Aim 4 members to identify their data inputs/outputs, modeling approaches (by resource... e.g., timber or water quality), and key assumptions; and to consider how these overlap the work being done in aims 1-3. Risk assessment and forest productivity modeling are already identified as targeted areas for integration.
- Tim—Aim 4 a key point of integration among Aims b/c of centrality of economics and policy and risk analysis in everything we do—areas of overlap have been identified, Aim 4 working on best way to capitalize on these.

#### **Aim 5 (Martha Monroe)**

- VA Tech has matched the UG interns to grad students for summer internships; more involvement is needed from faculty and grad students next year; discussion will occur at Annual meeting.
- Grad course is in the home stretch; students are engaged; evaluation will happen; there will be time during the Annual Meeting to discuss how to keep grad students involved across PINEMAP and how to improve this intro course for next year; thanks to all who have led webinars and assignments—it has been a collective effort!
- Secondary PLT module is under development; several activities will be pilot tested in a summer science camp at UF; Advisory Committee is providing excellent feedback.
- We are also working with Wendy-Lin Bartels on tracking and enhancing our work in integration—building off of the survey everyone did last May.

#### **Aim 6 (Bill Hubbard/Eric Taylor)**

- Had productive Aim 6 mtg. in ATL, developed task list.
- Working with other groups that have similar interests to pull together efforts, build capacity for outreach.
- Moving forward with eXtension materials, developing review process for that.
- Working on integrating DSS
- Main concern—making sure we're able to engage Extension professionals across the South to help with outreach efforts; integrating PINEMAP into regional programs.
- Aim 6 members attended Aim 1, 2 meeting, always thinking about how to use PINEMAP research in Extension efforts.
- Gearing up for needs assessment of professional foresters; developing database of groups we want to reach to understand their concerns related to climate, what educational needs they have so we can tailor our program. Leaning toward certificate program for completing trainings.
- Trying to engage state Extension foresters with some degree of interest—looking at resurrecting Master Tree Farmer program.

#### **MEETING WRAP-UP (TIM MARTIN)**

Pleased to hear that Aim-level activities are heading toward integration. Annual meeting is about a month from now; I know everyone is busy working on explicit integration things and moving forward Aim-level work. Thank you for joining us. Be on the lookout for an e-mail regarding Aim-level agendas for meeting, additional correspondence.

**Link to web conference recording:** [View the Blackboard Collaborate recording](#)

**NEXT EC MEETING: May 10, 2012, 9:30-10:30 a.m. ET**