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AQUATIC SCIENCE CENTER

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Action Item	Who?	Status	Date Completed
1. Provide summary report at the next Board meeting in December on the Exposure Reduction Report. It was requested that Dr. Hoenicke email a copy of the summary to the SFEI Board as well.	Dr. Hoenicke	Done	12/07/11
2. Report back to the Board about the status of SF Bay in the Marine Protected Areas Program.	Dr. Hoenicke	Done	12/07/11
3. Replace Amy Chastain with Bruce Wolfe on the Board composition roadmap. Amy is an alternate member.	Ms. Seto	Done	09/06/11
4. Correct a typographical error on the cover page of the Resolution to renew the Administrative Services Agreement with SFEI.	Ms. Griffin	Done	09/06/11
5. Dr. Hoenicke to meet with Mr. Polhemus and Ms. Whitney in Sacramento to discuss feedback on whitepapers.	Dr. Hoenicke	Postponed	
6. Ms. Seto to send a meeting doodle to schedule December meeting with both Boards.	Ms. Seto	Done	09/12/11

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**Minutes of the Aquatic Science Center Board of Directors
September 1, 2011**

Members Present:

David Williams, Bay Area Clean Water Agencies
Pamela Creedon, Central Valley Regional Water Quality Control Board
Bruce Wolfe, San Francisco Bay Regional Water Quality Control Board
Kirsten Struve, Bay Area Clean Water Agencies
Luisa Valiela (Alternate), U.S. Environmental Protection Agency, Region 9
Laura Pagano, Bay Area Clean Water Agencies
Darrin Polhemus (Alternate), State Water Resources Control Board
Amy Chastain (Alternate), Bay Area Clean Water Agencies
Tom Mumley (Alternate), San Francisco Bay Regional Water Quality Control Board

Others Present:

Rainer Hoenicke, San Francisco Estuary Institute
Kelleen Griffin, San Francisco Estuary Institute
Stephanie Seto, San Francisco Estuary Institute
Josh Collins, San Francisco Estuary Institute
Trish Mulvey, SFEI Board and CLEAN South Bay
Marc Beyeler, Marc Beyeler Associates
Page Nelson, Marc Beyeler Associates

1. Call to Order

Ms. Creedon, Board Vice-Chair, called the meeting to order at 10:15 a.m. Mr. Williams, Board Chair, entered the room at 11:00 a.m.

2. Public Comments

None

3. Consent Items

Mr. Polhemus made a motion to approve all consent items, including the agenda and June 2, 2011 meeting minutes. The motion was seconded by Mr. Wolfe and passed unanimously.

4. Review of Action Items from June Workshop

Dr. Hoenicke reviewed the action items from the June workshop.

5. Information and Discussion Items – Executive Director’s Quarterly Report

Dr. Hoenicke reviewed the quarterly report. There was a brief discussion regarding the move to 4911 Central Avenue in Richmond, news & notables, publications, presentations, and upcoming events. Dr. Hoenicke also gave an update on the Exposure Reduction Report.

Action Items:

- Provide summary report at the next Board meeting in December on the Exposure Reduction Report. It was requested that Dr. Hoenicke email a copy of the summary to the SFEI Board as well.
- Report back to the Board about the status of SF Bay in the Marine Protected Areas Program.

6. Action Items

a) Approve Strategic Plan for 2012-2016

Dr. Hoenicke reviewed the highlights and take-home messages from the joint ASC-SFEI strategic planning committees meetings (July 14 and August 24). Dr. Hoenicke presented the Joint Strategic Plan of the San Francisco Estuary Institute and the Aquatic Science Center for Board review and approval of a final V,M,G&O and all three Strategic Priorities (Project Mario, Integrated Reporting and Council of Advisors, and Investigation of Unification of the Boards). There was also a brief discussion regarding the potential Board composition by skillset and expertise. Ms. Creedon made a motion to follow the recommendation of the Joint Strategic Planning Committees and endorse the Strategic Plan. The motion was seconded by Mr. Wolfe and passed unanimously.

b) Amend Bylaws to Reflect Re-location to 4911 Central Avenue, Richmond

Ms. Creedon made a motion to approve the amended Bylaws to reflect re-location to 4911 Central Avenue, Richmond. The motion was seconded by Mr. Wolfe and passed unanimously.

c) Adopt Resolution to Renew Administrative Services Agreement with SFEI

Ms. Creedon made a motion to adopt the Resolution to renew the Administrative Services Agreement with SFEI with corrections. The motion was seconded by Ms. Struve and passed unanimously.

d) Approve Program Plan Update

There was an amendment made to Program Plan item #9 to increase the range from *\$250,000-\$450,000 to \$250,000-\$1M*. Mr. Wolfe made a motion to approve the Program Plan update. The motion was seconded by Ms. Creedon and passed unanimously.

e) Adopt Resolution on Commercial Liability Insurance

Ms. Creedon made a motion to adopt the Resolution on commercial liability insurance. The motion was seconded by Mr. Polhemus and passed unanimously.

Action Items:

- Replace Amy Chastain with Bruce Wolfe on the Board composition roadmap. Amy is an alternate member.
- Correct a typographical error on the cover page of the Resolution to renew the Administrative Services Agreement with SFEI.

7. Future Meeting Agenda Items

- Update on the Exposure Reduction Project- progress report and next steps.
- Update on Marine Life Protection Act and status on San Francisco Bay Options Report under the Marine Protected Areas program.
- Update on implementation plan for strategic priorities.
- Summary of the research that has been done from now until the next meeting in December.

Action Items:

- Dr. Hoenicke to meet with Mr. Polhemus and Ms. Whitney in Sacramento to discuss feedback on whitepapers.
- Ms. Seto to send a meeting doodle to schedule December meeting with both Boards.

8. Adjournment

The meeting was adjourned at 1:00 p.m.

Respectfully submitted,



Pamela Creedon, Board Secretary

1-3-2012

Date

