

**DWH Trustee Council
5/2/16 Conference Call Summary**

Attendees:

TX	AL	DOI	NOAA
Robin Riechers	Jane Calamusa	Kevin Reynolds	Craig O'Connor
Jane Atwood	Gunter Guy	Clare Cragan	Cheryl Brodnax
	Patti Powell	Colette Charbonneau	Chris Plaisted
LA			Chris Doley
Billy Plauché	FL	USDA	Aileen Smith
Alyson Graugnard	Ken von Schaumburg	Michele Laur	
Peter Dykstra	Mimi Drew		DOJ
			Mike Zevenbergen
MS		EPA	Steve O'Rourke
Teri Wyly		Gale Bonanno	Rachel Hankey

Discussion Item 1: Update from the SOP working group

- a) Update – A revised draft of the SOP version 1.0 and the draft SOP Resolution has been circulated to the SOP working group and TC for a fatal flaw review. Any comments are due back by noon tomorrow (Tuesday 5/3). The record retention placeholder language circulated by TIG support (with the one revision discussed by the group) will be inserted into the SOPs. Permanent language will be discussed at the July meeting. An updated version of the funding table appendix will be circulated soon. The expectation is that everything should be finalized and ready for approval/resolution on Wednesday. The SOPs will be posted to the new website when they are finalized and approved via the resolution. The aim is for the new website to go live either this week or next.
- b) Action Items
1. Comments on the SOP or SOP Resolution are due back by noon tomorrow (Tuesday 5/3).
 2. TC will discuss the permanent record retention language at the July TC meeting.

Discussion Item 2: TIG Calendar and Contact List

- a) TIG support circulated the TIG contact list and calendar to the TC today. Any revisions (additions/removals) should be sent to TIG support by COB Friday. An updated list will be circulated next Monday.

Action Item

1. Send any additions/removals for the TIG contacts lists to TIG support by COB Friday.

Discussion Item 3: July meeting

- a) The July meeting will be held in Point Clear, Alabama. A draft agenda for the July meeting will be circulated for discussion on next week's call.

Other

NOAA is receiving requests to speak at/attend conferences (e.g. Restore America's Estuaries). The group discussed the best way to keep the TC informed of these requests. There was the suggestion that individual Trustees contact TIG support who will keep the group informed.