

**ESIP Federation
Executive Committee
Embassy Suites Downtown
Portland, Oregon
January 4, 2007**

Participants: Jeff Arnfield; Sam Bacharach; Karl Benedict; Howard Burrows; Bruce Caron; Danny Hardin; Charles Hutchinson; Tamara Ledley; Chris Lenhardt; Carol Meyer; Jami Montgomery (via phone); Rob Raskin; Jennifer Watkins; Richard Wertz

I. Adoption of Minutes

Mr. Lenhardt made a motion to adopt the minutes. The motion was seconded by Dr. Burrows. After discussion of a typographical error to be corrected, the revised minutes were adopted by a unanimous voice vote.

The remainder of the meeting was jointly held with the Foundation for Earth Science's Board of Directors. The following highlights the informational discussion that took place during that meeting.

II. Status of Fund Development Efforts

A. President Hutchinson provided an overview of on-going fund development efforts with NASA Data Systems/Applied Sciences interests.

NASA would like the ESIP Federation to be:

1. More responsive to community support needs, especially in the area of Applications, with a specific focus on Air Quality.
2. More interactive with the NASA Data Systems Working Groups.
3. Improving communication with respect to the purposes of ESIP Federation meetings.
 - There is some uncertainty about NASA's funding.
 - Additional uncertainties center around the changes in leadership at the Applications division.
 - NASA is interested in having the Federation develop a cluster activity related to carbon management.
 - The NASA funding level for the ESIP Federation is unknown at present, with some sense that the budget might grow slightly over the past year.

B. Executive Director Wertz provided an overview of the status of the second year of the NOAA Services Contract.

- In FY 06, the Foundation received \$250,000 from NOAA/NESDIS.
- Tom Karl of NOAA/NCDC is spearheading the second year effort on behalf of the Foundation.
- The uncertainty of the agency's budget [in continuing resolution] is likely to delay the second year contribution from NOAA.

C. EPA Strategic Partnership

- The EPA is moving closer toward becoming a strategic partner.
- The concerns expressed by EPA's legal team are now satisfied.
- The expectation is that the EPA will be a funding partner within the year.

III. Discussion of Contingency Funding Plan

- The uncertainty of when new funding will begin to flow necessitated the creation of a contingency budget as requested by Treasurer Caron.
- Staff did an analysis of expenses and cut back to stretch available funds to last as long as possible.
- Specific cuts include:
 - Deferred employer contributions to staff 403b and cafeteria plan payments, effective 1/1/07.
 - Deferred compensation to Mr. Wertz, effective 1/1/07.
 - Reduced travel, website development and EIE administration.
- Directors Jones and Montgomery urged the Foundation to continue looking at diversifying its funding base.
- The Foundation Board approved the contingency plan by a unanimous voice vote.
- The motion carried by a unanimous voice vote.
- The Foundation Board approved a motion to allow the Executive Director, in consultation with the Chairman and Treasurer, to adjust the contingency budget as needed and where agreement among the three is provided.