

**Arizona Invasive Species Advisory Council Meeting (AISAC)
Research & Information Management Work Group Session
Thursday October 16, 2008 Meeting Minutes**

Attendees:

Brock, John (ASU Polytech)
McGrew, Brian (ADA)
Moorhead, Brian (SRP)
Northam, Ed (Southwest Veg. Management; Cooperative Weed Management)
O'Brien, Chantal (AGFD)
Randall, Kris (FWS)
Umeda, Kai (U of A, Cooperative Extension)

Call to Order

Kai Umeda called the meeting to order at 1:35pm at the University of Arizona Maricopa County Cooperative Extension Office, Saguaro Room, located at 4341 E. Broadway Road, Phoenix, AZ 85040.

Roll Call Research & Information Management

The meeting commenced with introductions.

Review and discuss the Research & Information Management Charter Objectives

Ms. O'Brien noted the changes made in the charter since the last meeting. Charter was to follow the basic layout by the recommendations in the Arizona Invasive Species Management Plan (AISMP). The charter would be distributed to the Work Group (WG) members and participants, to the other WG co-leads, and to the Council members. The group decided to add a disclaimer to the charter that would alleviate any accountability to priorities and timelines during times of agency budget restrictions.

Database Development

Mr. McGrew gave a brief update of the last IT Task Group meeting. GITA would provide space on the state portal for a website at no cost to the Council as long as the design of the website was not dynamic. Any directories developed would need to remain static with no searchable query requirements. The Arizona specific dataset supplied to the iMapinvasives.org database was now available to the public and website development was being done at the AGFD.

Dr. Brock said we would need to develop criteria for identifying experts to list in the database. The group came up with several criteria that will be developed into an application that can be downloaded from the website and/or handed out at conferences, work shops, and symposiums. The main purpose in the development of the application and selecting criteria is to 1) not inundate the database with unqualified experts and 2) to identify those individuals qualified to assist in the ranking of a Council approved, non-regulatory, invasive species list of concern. Areas of expertise, general class related to invasive species, job title, and years of experience were just a few criteria explored. The application would also need to ask the applicant if they wished to be listed as a public contact or to remain solely as a council resource.

Granting and Funding

Dr. Northam provided the group with a list of granting opportunities that relate to invasive species management and research activities.

Intro: "Funding programs identified below were active granting entities at the time Arizona's Invasive Species Plan was published. Keep in mind agency and non-governmental organization

names, priorities, proposal submission dates, matching contributions, budgets and therefore grant amounts change. Likewise, website URL's do not remain constant; therefore if the link does not work, search the web by program name or sponsoring organization."

Mr. Umeda made the point of linking some of the broader ecological changes as criteria for justifying granting and funding opportunities at either the state, federal, or private levels. WG members would also provide additional granting and funding source opportunities.

Arizona Invasive Species Workshop

The WG will report to the Council a subject matter database will be developed. The WG will recommend that developing a workshop should be put on hold due to travel restriction and budgetary restraints. In light of that, the WG and Council should explore alternate means of information collection and distribution by tying to current conferences, workshops, and symposiums.

R&IM Council Report

The WG will report to the Council on November 4, 2008 the development of the new charter, a draft sign-up for Subject Matter Experts is in development (possible draft available), ask that the Council submit the initial SME for recruitment and then build from that list, inform the Council that the development of a workshop at this juncture is not advisable and that alternate means should be explored, and report that four out of five of the "Immediate" tasks in the R&IM charter are completed or near completion.

Funding & Co-lead meeting

The R&IM co-leads should provide to the funding WG the list of funding opportunities that were provided by Dr. Northam. Ms. O'Brien will draft a charter for the funding WG. An update will be given on the ANS plan as per recommendation 61 in the AISMP.

Assign work group action items (according to the approved 2008 Arizona Invasive Species Management Plan) and review future Research & Information Management Work Group session dates, times, and locations.

- Ms. O'Brien will Complete the last minor changes to the R&IM Charter, draft a Funding charter, initiate development of a SME application, and obtain an update of the ANS plan.
- Mr. McGrew will draft minutes.
- Mr. McMahan (not present) will distribute the final draft of the R&IM Charter.

Future Agenda Items

- Review SME list
- Debrief of funding, co-lead, and Council meetings
- Website update
- Identify additional website resources, sources for iMap database, and discuss fields for database directory

Next meeting will be January 27, 2009 at 9:00am at the University of Arizona Maricopa County Cooperative Extension Office, Palo Verde Room, located at 4341 E. Broadway Road, Phoenix, AZ 85040.

Meeting adjourned at 3:30 p.m.