

Minutes

DATE: Thursday, December 3, 2009 3-4 PM SSMC-3 #5817

SUBJECT: Line Office Transition Managers Meeting #2 Minutes

Meeting Attendees: NWS: Don Berchoff, Steve Smith, Doug Hilderbrand, Laura Cutrer, Paula Davidson
OAR: Mark Vincent
NOS: Bill Corso, Natalie Valette-Silver, Dave Scheurer
NMFS: Ned Cyr, Mark Chandler
NESDIS: Al Powell, Mike Kalb, John Pereira, Liz Nolan
PPI: Paul Doremus, Dan Mamula

DISCUSSION:

1) LOTM Meeting Logistics:

- ✚ Decision made to hold LOTM meetings every 5 – 6 weeks
- ✚ October Meeting #1 Minutes approved

2) R&D Portfolios

- ✚ OAR and NWS are committed to sharing project R&D portfolios
- ✚ Potential for institution of Technical Readiness Levels (TRL) for projects across NOAA
- ✚ NOS has one R2A project identified in their AOP

3) Creation of Tiger Team

- ✚ Charter needed to institutionalize Line Office collaboration with option of enterprise solution that ties Line Offices together
 - Share information
 - Manage R&D throughput
 - Promote innovation across NOAA

4) Purpose of NWS S&T Roadmap

- ✚ Purpose of S&T Roadmap is to identify stretch goals (e.g., convective initiation), focus research community on operational needs, drive PPBES inputs, and measure objective performance/subjective utility
- ✚ Can help drive efficiencies across Line Office (e.g., observational systems)

5) Open Discussion

- ✚ Previous NOAA Transition Board was focused on hardware projects and suffered from a lack of resources to address transition problems
- ✚ LOTMs need to address hardware and software transitions
- ✚ Research often does not have access to operational environment → need for an Operational Proving Ground

PREVIOUS ACTIONS:

1) Share R&D portfolios

- ✚ OAR and NWS to share FY08 data and FY09 when available(Lead: OAR, NWS RITT)
- ✚ Other Line Offices to provide pre-existing data (Lead: NOS, NMFS, NESDIS)

2) Increase Line Office collaborations

- ✚ Explore cross-Line Office “forum” to increase awareness on R&D activities between Line Offices (Lead: RITT)
- ✚ Create briefing template for project presentations (Lead: RITT)
- ✚ Explore Transition Day Event involving senior scientists across NOAA for Summer/Fall 2010 (Lead: RITT)

NEW ACTIONS:

3) Discuss creation of LOTM Tiger Team with participation from all Line Offices (Lead: RITT)

- ✚ Draft charter (Lead: RITT)

4) Prepare for comments to NESDIS on PPT briefing

- ✚ “NESDIS Satellite Research to Operations (R2O) Transition Planning Activities” (Lead: All)

5) NOAA-wide Ecological Forecasting System (EFS)

- ✚ Prepare for discussion during next LOTM meeting (Lead: All)