



## SEARCH Science Steering Committee Meeting 2–4 October 2012

Westmark Hotel and Conference Center (<http://www.westmarkhotels.com/fairbanks.php>)  
Harper Room (Main/lobby floor)  
812 Noble Street • Fairbanks, Alaska

*Background materials are posted on the internal SSC workspace:  
<http://www.arcus.org/search/ssc/workspace.php>*

### Meeting Goals:

1. Agree on **SEARCH activities & objectives**: what should SEARCH do as a program (not just the SSC, or project office, but entire program)
  - a. What activities should SEARCH do overall? Which should be prioritized?
  - b. What specific activities should SEARCH do in 2013 (this will help focus discussion and provide a solid basis for a proposal)
2. Agree on **Organizational Structure** (what the parts are) & **Process** (how the parts work together and communicate)
3. Agree on **support functions and structure** needed
4. Write a **draft implementation plan**, which should include items #1-3 above.

*ARCUS will be doing active facilitation, round-robins, and devils-advocate positions to help the SSC emerge with a clear shared vision. Anytime anyone uses a 'planning' term (e.g., facilitate, communicate, coordinate, "SEARCH science"), we will write it down and define it.*

### **Tuesday, 2 October** (All sessions in Harper Room, Main/Lobby Floor)

*\*Denotes session where call-in SSC members should participate, if able  
Call-in Number: 877-820-3199. Participant PIN: 2728*

6:00 a.m.– Hotel provides a continental breakfast for all guests in Red Lantern  
9:00 a.m. Restaurant (Main/lobby floor)

- \*9:00 a.m. Welcome and goals for the meeting (Hajo & ARCUS)
  - Goals for the meeting
  - Re-cap of the last few months' discussions (including with agencies) and where we are in the process
- \*9:15 a.m. Neil Swanberg (NSF) and Kathy Crane (NOAA) call in (Time tentative)
- \*9:45 a.m. Setting the stage & looking forward: arctic scenarios (Hajo)
- \*10:15 a.m. Review Vision/Mission, 5-year Goals, and Draft Activities/Functions Document

- Start with ‘activities’ and ‘functions’ list – what are the outcomes for each? Where is there agreement for activities? Where disagreement? Which are priorities?

10:45 a.m. **Discussion on SEARCH activities** (break as needed)

- What activities are needed in 2013? (as a focal point for other discussions)
- Can work through each SEARCH Science Goal quickly (plus cross-cutting activities like AON, overall planning, etc.) to help provide focus and use “real-world” examples.

***Note:** Again, agreement on activities (what does SEARCH want to do and accomplish?) has to go first, before detailed discussion of structure & process. Otherwise, it’s like planning a field season or experiment without first having a hypothesis. For instance, if a desired activity is to work with funding agencies to fund joint SEARCH AO’s and to track/coordinate the resulting science, that activity would require a different structure and process than activities focused on hosting workshops and producing white papers/recommendations.*

12:30 p.m. LUNCH (TBD: could be pizza at ARCUS office, walk to a spot downtown, etc.)

1:30 p.m. **Discussion on SEARCH activities (continued)**

- Continue discussion from the morning
- May break into small groups or individual work
- By end of day, should have agreement on general activities (and a few specific to 2013), and have it written down in an organized manner

5:00 p.m. Adjourn for day (may have writing/homework)

- Will need a SSC volunteer to summarize the day’s discussions in an email to the SSC list

### Wednesday, 3 October

6:00 a.m.– Hotel provides a continental breakfast for all guests in Red Lantern

9:00 a.m. Restaurant (Main/lobby floor)

\*9:00 a.m. Re-cap of yesterday, discussion with call-in SSC members, goals for the day

9:45 a.m. **Discussion of Structure and Process** (break as needed)

- What is the ideal SEARCH structure?
- What groups or components are needed? How will they function?
- Who is responsible for what?
- How will groups/components communicate?
- May break into small groups or individual work
- Can work through a “case study” to help work out the details with a real-world example – e.g., one of the SEARCH goals, an AON showcase.

- 12:00 p.m. LUNCH (Provided at hotel)
- 1:00 p.m. **Discussion of Structure and Process** (continued)
- 3:30 p.m. Leave for Permafrost Tunnel Tour  
 4:00 p.m. Permafrost Tunnel Tour (By Matthew Sturm)  
<http://permafrosttunnel.crrel.usace.army.mil/>
- 5:30 p.m. Group Dinner at Silver Gulch Restaurant & Brewery  
<http://www.silvergulch.com/restaurant.htm>
- Will need a SSC volunteer to summarize the day's discussions in an email to the SSC list

### Thursday, 4 October

- 6:00 a.m.– *Hotel provides a continental breakfast for all guests in Red Lantern*  
 9:00 a.m. *Restaurant (Main/lobby floor)*
- \*9:00 a.m. Re-cap of yesterday, discussion with call-in SSC members
- \*9:30 a.m. **Structure, Process, & Putting it All Together** (break as needed)
- Continue Structure & Process discussion from Wednesday, if needed
  - Putting the pieces together – further develop implementation plan (may break into small writing groups)
  - Discussion of Needed Support/Staffing
- 12:00 p.m. LUNCH (Provided at hotel)
- 1:00 p.m. **Putting it All Together** (break as needed)
- Continue working on implementation plan
- 4:00 p.m. **Wrap-Up, Next Steps, and Timeline**
- Discuss how to get input from broader community on implementation plan
  - Will need a SSC volunteer to summarize the day's discussions in an email to the SSC list
  - Other Business: PRB Study nominations, etc.
- 5:00 p.m. **Meeting Adjourns**