**North Atlantic Landscape Conservation Cooperative**

**Steering Committee Meeting April 18, 2012**

**Action Items**

*Actions Taken*

LCC Coordinator Andrew Milliken to work with partners to set up a work group focused on connecting LCC science with local planners including linking to the American Institute of Certified Planners (AICP). Steering Committee members will identify staff to assist with this effort.

*Andrew met with Steve Walker and Brunswick planner in July and will participate in Northern New England AICP conference in October. Community planners in pilot areas will be invited to workshops to get their feedback on initial tools. Andrew will follow up with interested Steering Committee members and prepare options for discussion at October Steering Committee Meeting.*

Keys to success discussed by Deputy Secretary David Hayes at the National LCC meeting in Denver will be distributed to the Steering Committee.

*Distributed to Steering Committee and partners via email.*

LCC staff and partners will consider organizing a LCC Session at the next NEAFWA meeting to show completed and ongoing projects.

*To be discussed at fall meetings of Steering Committee and Technical Committee as well as Northeast Fish and Wildlife Diversity Technical Committee meeting in September.*

LCC Science Coordinator to email technical sub team members who are not full committee members to assess their availability and interest in full membership on the technical committee or in continuing on an as needed basis.

*Science coordinator emailed all technical committee members and also worked with partnerships to get a balanced review team for RFP.*

LCC Coordinator to work with WMI to post all LCC project quarterly reports on the LCC website and notify LCC partners when they are posted.

*Quarterly reports will be posted on new website starting in September.*

LCC Coordinator Andrew Milliken agreed to provide information on three workshops to review progress on Designing Sustainable Landscapes project and provide input on the next phase.

*Input on dates and request for hosts provided in email to Steering Committee and partners on July 5. Final dates and locations to be provided on September 5 call. Workshops will also be broadcast to broader audience.*

The Request for Proposals for selected science needs will be distributed to Steering Committee members for further distribution.

*RFP provided to Steering Committee and partners on July 6, 2012 with a due date of August 17.*

Demonstration projects team to work with three project applicants to develop full proposals using similar format to science proposals and submit them to the Steering Committee for review prior to the next Steering Committee call.

*Demonstration projects team met several times, prepared full proposals and developed proposal for annual process. Proposals posted for review on August 31, 2012.*

Ken Elowe will solicit volunteers for a conservation targets subcommittee. He also will provide the Steering Committee a table of terrestrial representative species already identified, along with the species and habitats they represent.

*Discussion of conservation targets and representative species planned for September 5 call. Draft background paper developed for consideration. Table of representative species posted. Requests for participation on a subcommittee will be made on and following call.*

BJ Richardson (U.S. Fish and Wildlife Service) and Michael Terner (Applied Geographics) will work with LCC partners on the Information Management Needs assessment interviews and survey and report back in the results on the August Steering Committee call.

*Surveys and interviews complete. Final input meeting and webinar on September 6. Initial results to be presented on September 5 call. Report to be finalized before October 31 meeting.*