

**North Atlantic LCC Steering Committee Meeting  
October 28-29, 2014  
Rhinebeck, New York**

Action Items,  
*Actions Taken*

- All Steering committee members need to fill out and sign a [conflict of interest disclosure statement](#) and provide it to [Scot Williamson](#).

*A majority of Steering Committee members completed conflict of interest disclosure statements; other will be able to complete at April 22 meeting.*

- LCC staff will assign a staff member as point of contact for help in understanding and using each project or product and include that contact information on project web pages and in Conservation Planning Atlas.

*LCC Staff member designated on each project web page and linked to from Conservation Planning Atlas metadata*

- LCC staff will work with contractors to develop one-page handouts for each LCC project, outlining project goal, objectives, P.I.s, products, and links to spatial data and other products. The fact sheets will include socioeconomic issues addressed by project if relevant.

*LCC staff are developing fact sheets. Sample fact sheets to be provided to Steering Committee for review at April 22, Steering Committee meeting.*

- LCC staff will add information to the LCC website that shows how projects fit together and support LCC goals and objectives.

*Overview of how projects fit together added to projects home page and will be added to new products home page*

- Steering Committee members should contact [Pete Murdoch](#) (USGS) if they are interested in being part of a peer review of the Department of the Interior Hurricane Sandy Common Metrics document. Pete will provide the final metrics document when available.

*No additional members identified. LCC Coastal Resiliency Coordinator Megan Tyrrell participated in peer review.*

- Steering Committee members and partners should contact LCC Data Manager [Renee Farnsworth](#) if they are aware of other relevant regionally or nationally consistent spatial data that should be added to the LCC [Conservation Planning Atlas](#)

*No additional suggestions to date. Additional suggestions welcome.*

- The Connecticut River Pilot Core team will evaluate the implementation of the tools developed through the Connecticut River Pilot and include that as part of lessons learned for future applications.

*Final package for review provided to core team on March 27. Implementation and lessons learned will be completed after the products are delivered, reviewed and applied.*

- LCC staff will work with the Northeast Fish and Wildlife Diversity Technical Committee to ensure that tools developed and lessons learned from the Connecticut River Watershed Pilot are incorporated in the methodology for Regional Conservation Opportunity Areas.

*Information and tools developed through Connecticut River Watershed were presented as alternatives for Regional Conservation Opportunity Areas (RCOA) at the RCOA workshop March 16-18, 2015.*

- LCC staff will work with contractors to develop demonstrations of regional products and designs based on approaches piloted and decisions made in the Connecticut River Watershed and provide those products to the technical and steering committees for review before and at the April Steering Committee meeting.

*Regional products are available for ecological systems, representative species, resiliency, climate and other resources and stressors. Regional designs not available until complete set of species are done and regional core area model run - anticipated in August, 2015.*

- Steering Committee members can provide written input on LCC strategic direction to [Andrew Milliken](#) by December 15 if they were not able to provide that input at the Steering Committee meeting using the [form provided](#) or an informal email.

*Informal input received from steering committee members, state partners and other partners. Recommended process and timeline will be presented at April Steering Committee meeting.*

- LCC Steering Committee members and partners with additional input on the draft [communications toolkit](#) and/or interest in participating in a LCC communications work group should contact [David Eisenhauer](#) or [Bridget Macdonald](#).

*Steering Committee members provided input on quarterly newsletter. Additional input and participation welcome.*

- LCC staff will work with Sharri Venno and EPA to participate in Northeast Tribal Forum as an opportunity to reach more tribes.

*LCC staff met with Maine tribes on March 26 to discuss ideas and concerns related to the LCC as well as the relationship of the LCC and the State Wildlife Action Plan. LCC staff will participate in Northeast Tribal Forum and United South and Eastern Tribes.*

- LCC staff will continue to provide in-person training opportunities and will also develop online training modules describing products and showing how to access use them.

LCC Staff continue to provide in person training when requested including three Regional Conservation Partnership workshops in New England. Online training not yet developed but being explored with web developer, Appalachian LCC and NCTC.

- Steering Committee members will provide suggestions to [Steve Fuller](#) on extension agents within their agencies or jurisdictions that they think would be able to provide LCC information to others if trained.

*LCC staff have engaged and trained GIS staff from each state as one way to provide technical assistance to state agency staff. Other extension agents welcome from state and federal agencies.*

- LCC Steering Committee members should contact [Ken Elowe](#) or [Andrew Milliken](#) to set up opportunities to visit with staff in their state or organization to provide information on the LCC including existing meetings that the LCC can tag onto.

*No requests to date. Please contact Ken or Andrew for further requests.*

- LCC Technical Teams and Science Delivery Team will meet this winter to draft revisions and additions to the strategic plan and to recommend science and science delivery needs for 2015 to be presented to Steering Committee at April meeting. LCC Steering Committee members interested in participating in this process should contact [Scott Schwenk](#).

*LCC Technical Teams and Science Delivery Team met jointly March 10-11 and made recommendations on science needs and science delivery needs to be presented to Steering Committee on April 22. Teams did not specifically address strategic planning. Recommended strategic planning process will be presented to Steering Committee on April 22.*

- LCC Steering Committee will meet in person on Wednesday April 22, immediately following the Northeast Fish and Wildlife Conference in Newport, R.I. A steering committee conference call will be set up in February if needed to provide guidance to technical committees.

*No Steering Committee call scheduled in February, meeting scheduled for April 22.*