**Purpose of March 5, 2013 Call**: Develop a “To Do” list related to what needs to be done (and by who and by when) to address the concerns raised at the 2/22/13 DFIW conf call.  The goal is to have a “To Do” list ready to share at the March 8th DFIW conf call.

To help provide context for the To Do list we will be generating, Carin will be meeting with GIT 6 staff next Friday morning (the day after the PSC mtg) to pull together the GIT 6 “To Do” list. The goal is to have the GIT 6 “To Do” list available in advance of the DFIW discussion (to help DFIW have a better understanding of all the other things that are going on that may influence the ability to achieve our “To Do” list).

**Participants:** Carl, Doreen, Tim, Nita

**Carl’s Top Items for “To Do List” (and related “to do’s”):**

1. Working with Coordinators/Staffers group at their every-other-Thursday mtgs from 11-12:30
	1. Need more aggressive strategy (beyond current DFIW operations and mentorship roles). Carl wants to use Coordinators/Staffers group mtgs to address the logic behind all steps in the DF.
	2. Beth to discuss with Carin the time available at upcoming mtgs. For example, the March 21st mtg already has at least an hour devoted to a joint mtg with the Indicators Workgroup (DUE no later than March 14th).
	3. Beth to finalize a plan for agenda items and submit to Carl and Carin (DUE no later than March 14th)
	4. Tim to add Carl to the Coordinators/Staffers group email list so Carl knows when to call in to the mtgs (DUE no later than March 14th)
2. Transmitting MB Discussion Guide to MB
	1. Send MB Discussion Guide, along with Carl’s transmittal memo text to MB members (DUE no later than March 28th)
		1. Tim to meet w/ Greg B. to discuss when and how this will be done to meet March 28th deadline (DUE no later than March 21)
		2. Carin to mention this transmittal at the upcoming AD mtg w/ Nick and Jim
	2. Mtg w/ Nick and Jim for Carl to discuss the Guide and his proposed role at MB mtgs. (DUE no later than March 28th)
		1. Nita to work with their secretary to find available times between now and March 28th so Carl has some options (DUE no later than March 21)
3. Establishing an “official presence” for Carl at MB mtgs
	1. The MB Discussion Guide questions need to be integrated in all future MB mtgs, regardless of the fact that they are still trying to settle on goals for the CBP. We need Carl’s presence at the table to help the discussion go beyond goals and to begin addressing strategies to achieve the goals; monitoring to assess goal achievement; adapting strategies based on assessment results.
	2. At the above mentioned meeting with Nick and Jim, Carl will discuss two options so he can be introduced at the April 11th MB mtg.
		1. Option 1: Carl becomes the STAC rep. to the MB
		2. Option 2: Carl is detailed to “staff” the MB mtgs in an official role (at least until the MB is bringing up the Discussion Guide questions routinely and without any prodding from Carl)
	3. Carin to mention this idea at the upcoming AD mtg w/ Nick and Jim
	4. Involve Carl in MB agenda development mtgs
		1. Tim to inform Greg B and to alert Carl of upcoming mtgs
		2. Carin to mention this at the upcoming AD mtg w/ Nick and Jim

**Other “To Do” Items:**

1. Tim to resend MB Discussion Guide to Coordinators/Staffers group, this time with Carl’s transmittal memo text (ASAP)
2. Re-evaluate need for DFIW mtgs and current operations (Carl to discuss at March 8th conf call)
3. Circle back with STAR: GITs should be focused on monitoring their goal achievement strategies. (who and by when?)
4. GIT 6 to come up with a formal assessment process of how well the CBP is implementing Adaptive Management.
	1. Greg Allen has already begun work on this and will need to continue pushing this at the GIT level for eventual (hopeful) acceptance by MB.