MINUTES

ALBEMARLE-PAMILCO TECHNICAL COMMITTEE MEETING

AUGUST 26, 1986

RALEIGH, NORTH CAROLINA

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- Memorandum from Lynn Muchmore to Technical Committee -RE: five year work plan
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MINUTES ALBEMARLE-PAMLICO ESTUARINE PROJECT TECHNICAL COMMITTEE MEETING AUGUST 26, 1986 RALEIGH, NORTH CAROLINA

The Albemarble-Pamlico Estuarine Project Technical Committee met at 10:00 AM in the Archdale Building, Raleigh, North Carolina. The open meeting was attended by several observers from various state and federal agencies.

LIST OF ATTENDEES

Technical Committee

Co-Chairmen

Mr. Bruce Barrett, Director Water Division U.S. Environmental Protection Agency, Region IV, Atlanta, GA

Members

Mr. William Austin, Director Division of Soil & Water Conservation N.C. Department of Natural Resources and Community Development

Mr. William Hogarth, Director Division of Marine Fisheries N.C. Department of Natural Resources and Community Development

Mr. David Owens, Director Division of Coastal Management N.C. Department of Natural Resources and Community Development

Ms. Sharon Shutler Estuarine Programs Office National Oceanic and Atmospheric Administration Dr. Ernest Carl, Deputy Secretary N.C. Department of Natural Resources and Community Development Raleigh, NC

Dr. B.J. Copeland, Director N.C. Sea Grant Program N.C. State University

Mr. Tom Ellis, Environmental Planner N.C. Department of Agriculture

Dr. Michael K. Orbach, Chairman, N.C. Marine Science Council East Carolina University

Mr. James F. Turner, Jr. District Chief U.S. Geological Survey

Dr. James M. Stewart, Asso. Director Water Resources Research Institute N.C. State University

Mr. Harry Layman, Director Division of Forest Resources N.C. Department of Natural Resources and Community Development

Observers

Mr. Terry Scholar N.C. Department of Natural Resources and Community Development Marine Fisheries

Ms. Sally Turner, Project Officer U.S. Environmental Protection Agency, Region IV

Ms. Karen Siderelis N.C. Department of Natural Resources and Community Development Land Resources Information Service (LRIS)

Mr. Harrel Johnson N.D. Department of Natural Resources & Community Development Marine Fisheries

Mr. Larry Saunders U.S. Army Corps of Engineers

Mr. Tom Jarrett U.S. Army Corps of Engineers

Mr. Mike Street N.C. Division of Marine Fisheries Ms. Edythe McKinney, Director of Planning and Assessment N.C. Department of Natural Resources and Community Development

Dr. Howard Marshall, Project Manager, U.S. Environmental Protection Agency, Region IV

Mr. Doug Radar Division of Environmental Management N.C. Department of Natural Resources and Community Development

Mr. John Meshaw U.S. Corps of Engineers Wilmington District

Mr. Ron Fascher U.S. Army Corps of Engineers

Mr. Larry Mitchell U.S. Army Corps of Engineers

Ms. Elaine Collins National Ocean Data Center, NOAA

the Policy Committee and Technical Committee.

2. Co-chairman designees can not vote.

Mr. Muchmore read his memorandum to the

Lynn Muchmore

Discussion

Technical Committee regarding composition of the five year plan. He discussed the NRCD approach to structuring the chapters, and the basis for the use-related approach they developed.

The Committee discussed the plan and addressed the following aspects:

- There needs to be a section or chapter devoted to definition of the fundamental nature of the ecosystems
 involved.
- Recreation is a topic that requires development in conjunction with other agencies involved.

The outline was amended accordingly, and Lynn Muchmore said the Committee could expect to see a first draft by next week.

Dr. Orbach read his memorandum to the Technical Committee. The memo addressed the tasking he had received to develop a plan for a citizen's committee. The plan

Michael Orbach

> followed the direction given by the Policy Committee to form regional subcommittees.

Discussion

The Committee determined that they were in general disagreement with the resolution on citizens group structure and decided to table the discussion until they could express their views to the Policy Committee. Mike Orbach was thanked for his work in developing the approach.

Dave Owens

Mr. Owens gave a brief report on his investigation of data management, listing four essential and sequential steps for developing a data management system.

Elaine Collins Ms. Collins gave a presentation of the Coastal Information System (CIS) used by NODC.

Larry Mitchell Mr. Mitchell presented the U.S. Army Corps of Engineers data system, which shares hydrological data with the State system.

Bruce Barrett Mr. Barrett suggested they establish subgroups to investigate the universe of data necessary, the means of quality assurance, and the potential systems to use.

Two groups were formed: one group to identify the universe of data and quality

assurance, and one group to identify potential systems.

The Committee agreed to adjourn and meet again on October 2, 1986, 10:00 AM in the same location.

DETAILED MINUTES

Bruce Barrett, Co-Chairman, called the meeting to order. The attendees introduced themselves around the room. The minutes of the previous meeting were read by each Technical Committee member and approved by unanimous vote.

Bruce Barrett called on Dirk Frankenberg of the Policy Committee to present an overview of the Policy Committee actions in developing resolutions for the Technical Committee at their last meeting.

Dirk Frankenberg explained that the objective of the Policy Committee's action was to expedite the work necessary to develop the five year work plan, not to impede the Technical Committee's progress.

Bill Hogarth asked why the operating procedures stipulated that there could be no proxy vote.

Dirk Frankenberg explained that members could send observers, but that allowing proxies encouraged absenteeism.

Mike Gantt informed the Committee that the draft resolution on Administrative Procedures would be presented at the Policy Committee meeting in early October.

Bruce Barrett said that decisions on travel reimbursement will have to await Policy Committee direction in the form of the pending resolution.

Ernie Carl suggested that the Technical Committee members forward their collective views to the Policy Committee for their consideration in establishing the administrative procedures.

Bruce Barrett read the proposed operating procedures for the Technical Committee (copy attached) and called for discussion.

Michael Orbach asked for an explanation of the last item under "Special Committees" concerning contractor support.

Bruce Barrett explained that they anticipate various focused studies will be performed by ad hoc committees. Some tasks will be "big ticket" items to which funds for contractor support may be applied.

Mike Orbach suggested the wording should reflect that contractor support is also available to the Technical Committee overall and approval is by both Technical and Policy Committees.

Bruce Barrett asked for a motion to amend the statement on contractor support to reflect the changes discussed.

Jim Turner moved to amend the statement. It was seconded and passed by unanimous vote. The statement was amended to read as follows: "Contractor support will be provided to the Technical Committee and to special committees upon request to and approval of the Technical Committee and Policy Committee."

In response to questions regarding proxy votes for cochairmen, Bruce Barrett stated that the co-chairmen would appoint designees in their absence, but the designees would not have a vote.

Lynn Muchmore read his memorandum to the Technical Committee regarding composition of the five year work plan (copy attached). He stated that its development was guided by the resolution from the Policy Committee. The following summarizes his presentation of the approach developed by NRCD:

The chapter outline has to be broken down into subchapters. The philosophy is a straight forward planners approach which is geared to the NRCD staff structure to expedite completion within the given time line.

The problems they address are generally use-created problems rather than being the result of purely natural action. They are considerd problems because they relate to uses rather than strictly to environmental issues. Therefore, NRCD developed a use framework approach to the workplan. From the uses, they should be able to identify several problems, keeping in mind that the purpose of the project is to enable the State to do a wiser and more effective job of what the public requires. The list of uses (elements) in the memo is associated with the agencies involved.

Bruce Barrett opened the floor to discussion.

Sharon Shutler asked if the NRCD staff was going to draft the chapters for review by the Technical Committee.

Lynn Muchmore replied that the NRCD staff would draft the chapters and that the Committee should identify groups to be associated with the chapters. NRCD will need dialogue with these groups during development.

Michael Orbach stated that an important aspect of chapter four would be research into possible policy changes. He also asked why recreation was not included as an element.

Lynn Muchmore replied that recreation needs to be broken into groups, which time has not permitted as yet. Recreation needs to be developed in conjunction with other agencies involved.

B.J. Copeland asked where the ecosystem would be addressed. He suggested including another chapter to address or define the fundamental nature of the two ecosystems, Albemarle and Pamlico. Before you can build on societal uses, you have to know how the ecosystems work.

Michael Orbach agreed that there needs to be a good, basic characterization of the physical properties of the ecosystems.

Ernie Carl suggested that a physical description could be included as part of chapter one or chapter four.

Dave Owens stated that he was concerned that the characterization be a part of the framework, but not a means used to identify areas of study that may be irrelevant to the intent of the project.

Lynn Muchmore recommended that the outline be expanded to include a chapter addressing the physical description of the Albemarle-Pamlico Sounds.

Bruce Barrett explained that, though he was becoming more comfortable with the outline, the EPA approach to the work plan was visualized differently. He explained that most important from the

EPA point of view was definition and ranking of problems, strategies for addressing primary problems, and development of the data management and quality assurance systems for handling the information. He asked at what point in the proposed outline would solutions be addressed.

Lynn Muchmore stated that chapter five, Information and Research, would identify the research necessary to propel them to solutions.

Michael Orbach said that somewhere they must be able to say what point in the next five years they will be able to identify solutions.

B.J. Copeland moved that the outline as amended to include a chapter on physical description be approved and that the Committee commend Lynn Muchmore and staff for the effort put forth in preparing the outline. The motion was seconded.

Bruce Barrett asked how the outline would be completed and when the Technical Committee could expect to see it.

Lynn Muchmore said that time constraints precluded having a committee for each chapter. He recommended that NRCD work on filling out the outline and send it to the Technical Committee for review.

Bruce Barrett proposed NRCD make a draft of the first chapters and distribute these to the Technical Committee in a short time. Technical committee members were asked to provide inputs to Lynn Muchmore. After the next meeting they could discuss the chapters

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in detail. The vote on the motion was unanimous to accept the amended work plan outline.

Lynn Muchmore stated that a draft could be ready and mailed out by the following week. The Committee then adjourned for lunch.

Bruce Barrett reconvened the meeting following lunch and announced that the agenda had been revised to permit more time for discussion of business; therefore, the presentation on commercial fisheries issues would be postponed until a future meeting.

Michael Orbach distributed a handout (copy attached) describing his approach for appointing a citizen's advisory committee based on the charge he was given by the Technical Committee at the August 15 meeting. He described the regional boundaries for the subcommittees which are generally based on watershed areas and county lines.

He recommended a nomination process for the subcommittees and suggested all nominations be passed to him two weeks before the next Technical Committee meeting, at which time the list would be refined and subsequently submitted to the Policy Committee for approval.

Ernie Carl noted that the proposed structure creates four levels of bureaucracy. It would be better to have one eighteen person citizens committee.

Bruce Barrett pointed out that Mike Orbach's approach followed the direction given them by resolution from the Policy Committee.

Dave Owens stated that they needed to examine what they are trying to accomplish before going so deeply into details and mechanics of setting up the citizens committee.

The Committee, in general discussion, agreed that they were not in accord with the Policy Committee's recommended multi-group approach to citizen involvement. They agreed to table the discussion until they received further direction from the Policy Committee. A motion to that effect was made, seconded, and passed by unanimous vote.

Dave Owens and Ernie Carl expressed the Committee's thanks for Mike Orbach's good work in providing an approach in accordance with his tasking.

Bruce Barrett called the Committee's attention to the next agenda item, data management.

Dave Owens, reported that his investigation into what immediate action should be taken led to a four step process:

- First, define what data you need. Before you start developing a data management system, you must know what you are going to use it for.
- Determine what data is available availability, quality, accessibility.

3. / Determine what new or additional data you will need.

> Identify a system for using the collected data - assess the content of the system, its flexibility, availability, etc.

Sharon Shutler introduced Elaine Collins from National Ocean Data Center (NODC) to give a presentation on the NODC Coastal Information System (CIS).

Elaine Collins explained that the CIS is a personal computerbased system that uses SOTA hardware and software and provides site-and use-specific information. It is an information system that contains files of summarized data.

Larry Mitchell, U.S. Army Corps of Engineers, made a brief presentation of the data system used by the Corps of Engineers, which shares hydrological survey data with NOAA. He agreed with Dave Owens statement that a primary concern must be to decide what data you need and that you want to do with it.

Mike Street stated that the Marine Fisheries data resides in the North Carolina data system and that the State is investigating how to integrate departmental data.

Bruce Barrett noted that they were a long way from knowing what system to use. He called for discussion on establishing three subgroups on data management: a group to work with NOAA to pull together the universe of data required; a group from the scientific community to assess data quality assurance; and a group to examine options for systems.

Bill Hogarth stated that there is still much data to discuss that NOAA (NODC) has not yet addressed.

Bruce Barrett called for suggestions of who should compose each group. The following groups were agreed upon:

The group to identify the data needs and quality assurance -

John Sylvester - NOCD (group leader) B.J. Copeland - Sea Grant Program Ed Simmons - USGS Howard Marshall - EPA Mike Street - Marine Fisheries

The group to identify potential data systems -

Karen Siderelis - NRCD (group leader)
Larry Mitchell - U.S. Army Corp of Engineers
Jim Turner (or designee) - USGS
EPA Representative

The Committee agreed to meet again in the same location at 10:00 AM on October 2, 1986. The meeting was adjourned.

ATTACHMENT TO MINUTES

ALBEMARLE-PAMLICO ESTUARINE PROJECT

TECHNICAL COMMITTEE MEETING

AUGUST 26, 1986

TECHNICAL COMMITTEE OPERATING PROCEDURES

Be it resolved that the Technical Committee shall function within the following operating procedures:

- I. Meetings of the Committee
 - Meetings will be held as necessary to effectively carry out responsibilities.
 - Meetings will be called by the Co-Chairmen of the Technical Committee.
 - Meetings will be held at various locations, including those in the Albemarle-Pamlico Sound area.
- II. Chairing the Committee
 - The EPA Region IV Water Management Division
 Director and the Deputy Secretary of North
 Carolina Department of Natural Resources and
 Community Cevelopment shall co-chair the
 committee meetings.
 - o The Co-Chairmen shall appoint designees to serve in their absence.
- **J**II. Voting
 - o Each committee member shall have one vote.
 - o The majority vote shall rule.
 - Individual votes and abstention on role call
 votes will be noted in the meeting minutes.
 - Members cannot appoint a proxy to vote in their absence.

Technical Committee Operating Procedures

Page 2 of 2

- IV. Special Committees
 - Special (or ad hoc) committees shall be appointed at the discretion of the Co-Chairmen of the Technical Committee.
 - Special committees shall include among their members at least one Technical Committee member.
 - A special committee shall exist until its duties are completed and its report is read to the Technical Committee. It shall then be discharged without motion.
 - Contractor support will be provided to special committees upon request to and approval of the Technical Committee.
 - V. Committee Secretary
 - o The State Project Manager or designee shall attend all meetings as Committee Secretary and shall be responsible for the following items:
 - Prepare and distribute agendas of the Technical Committee meetings;
 - Record and retain minutes of the Technical Committee meetings;
 - Distribute minutes to all Technical Committee members and to members of the Policy Committee;
 - Draft and provide copies of Technical Committee directives to the Policy Committee.



State of North Carolina Department of Natural Resources and Community Development 512 North Salisbury Street • Raleigh, North Carolina 27611

James G. Martin, Governor S. Thomas Rhodes, Secretary Lynn R. Muchmore Assistant Secretary for Natural Resources

August 22, 1986

MEMORANDUM

TO: Technical Committee - Albemarle/Pamlico Estuarine Study FROM: Lynn R. Muchmore

RE: Composition of Five-Year Work Plan

Composition of the Five-Year Work Plan will begin according to the attached topical outline, utilizing a combination of NRCD and external staff resources. A list of staff leaders is being prepared and will be completed by September 1, 1986; however, the following assignments have been determined and staff activity on the associated topics will commence immediately.

Element

Agency

	Commercial Fishing	Marine Fisheries
	Forest Industry	Forestry
	Agriculture	Soil & Water
II d.	Recreation	
II e.	Residential & Commercial	Coastal Management
	Development	
II f.	Mining & Industrial	Land Resources/
	Development	Planning & Assessment
II g.	Waste Disposal	Environmental Man.
II h.	National Defense	Planning & Assessment

To facilitate Technical Committee involvement, I request that an appropriate set of subcommittees or working groups be appointed so that draft elements can be forwarded on an ongoing basis for review, comment, and possible discussion.

Attachment 2

A tenative schedule for completion is attached. Note particularly the timing of Chapter V, determination of research priorities. The research agenda should proceed from the confluence of three important work streams -- "trends and uses", "threats to societal uses", and "existing resource managment systems and subsystems". Since the research agenda will govern expenditure of the bulk of project funds, major involvement by both the Policy Committee and the Technical Committee is required.

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DRAFT OUTLINE

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ALBEMARLE/PAMLICO ESTUARINE STUDY - FIVE YEAR PLAN

CHAPTER	TITLE
I.	Statement of Purpose
II.	Societal Uses: Trends and Profiles
III.	Conflict and Competition Among Societal Uses
IV.	Existing Resource Management Systems & Subsystems
v.	Information and Research: Needs and Priorities
VI.	Data Management
VII.	Public Participation
VIII.	Activity Schedule
TX.	Procedures

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ALBEMARLE/PAMLICO ESTUARINE STUDY - FIVE YEAR PLAN

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III.	Conflict & Competition Among Societal Uses				,		
IV.	Existing Resource Man. Systems & Subsystems						
v.	Information & Research: Needs and Priorities					`````````````````````````````````````	
VI.	Data Management						\rightarrow
VII.	Public Participation						
VIII.	Activity Schedule						\rightarrow
IX.	Procedures						Ż

TO: Albemarle-Pamlico Project Technical Committee

FROM: Mike Orbach

RE: Citizen's Advisory Committee

DATE: August 24, 1986

At our meeting on August 15 in Washington, NC I was given the charge of formulating an approach to the appointment of a Citizen's Advisory Committee and Citizen's Advisory Subcommittees.

The basic form of the committees was presented in the August 18 letter from Co-Chairs Carl and Barrett. In that communication the structure, membership and duties of the committees were spelled out. Our task is to recommend individuals to the Policy Committee for appointment to the Regional Subcommittees, and to assist in the initiation of their activities. This entails four steps: 1) Defining the exact boundaries of the regions from which nominations in each of the 11 categories of nominee identified in the August 18 letter will come; 2) developing a process for soliciting nominations; 3) prioritizing the names on the nominations list for our own recommendations to the Policy Committee; and 4) ensuring that the Subcommittees are promptly organized and briefed to begin their work.

1) Boundary Definition

I met with several incividuals from the Policy and Tachrical Committees and staff and developed the following boundaries for each of the EIGHT regions. One region (Northern Albemarle) was added because of the structure of the area around the Albemarle Sound. In general, we structured the boundaries to coincide with a) watershed areas, and b) county lines. This approach preserved the integrity of the natural areas while allowing us to take advantage of existing political entities. The regions are defined as follows:

A) Newport Region (#1) -- Carteret County

- B) Neuse Region (#2) -- Craven, Jones, Pamlico, Lenoir, Wayne and Greene Counties
- C) Pamlico Region (#3) -- Beaufort, Pitt and Edgecombe Counties
- D) Peninsula Region (#4) -- Tyrell, Washington and the mainland portions of Dare and Hyde Counties

Attachment 3

- E) Roanoke Region (#5) -- Martin, Bertie, Halifax and Northampton
- F) Chowan Région (#6) -- Bertie, Hertford, Chowan and Gates Counties
- G) Northern Albemarle (#7) -- Perquimans, Pasquotank, Camden and mainland Currituck Counties
- H) Barrier Islands Region (#8) -- barrier island portions of Dare, Hyde and Currituck Counties

See the attached map for a visual aid to these locations.

These are the locations from which we need nominations for individuals in each of the 11 categories listed in the August 18 letter. The general rule should be that nominees should reside in the particular region, but this rule is not hard and fast. If there is an appropriate nominee for a particular region who resides a bit outside of that region, this should not be a barrier to his or her nomination.

Soliciting Nominations

We need a nomination process that is open and flexible yet expeditious. I suggest the following:

A) Several individuals on the Technical Committee will be asked to be responsible for the solicitation of nominees in one or more particular category for ALL REGIONS. This way we ensure that all of our bases are covered. I suggest the following assignments:

> Copeland -- Educator, Industry Dwens -- Public Official, Tourism, Developer Hogarth -- Commercial and Sport Fishing Industries Ellis -- Agriculture Stewart -- Coastal Engineer/Surveyor

Miller (not on Committee) -- Environmental Group

The "Private Citizen" category will be up to all of us. We may want to consider some loose stipulations of our own beyond those of the Policy Committee, for example that one of the "privates" in each region have some science background.

B) The Technical Committee as a whole will be asked to make any nominations they wish for any slot on the subcommittees.

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This way we will draw on the entire expertise of the Technical Committee.

C) All nominations will be submitted to Orbach two weeks before the next meeting of the Technical Committee with a brief description (100 words) of each nominee's background. Orbach will put together a collated list of nominees to bring to the next regular meeting of the Technical Committee.

3) At the next regular meeting of the Technical Committee the list of nominees will be prioritized, duplication and overlap eliminated (or perhaps, in some cases, encouraged!). This will result in a final list of recommendations to be submitted to the Policy Committee.

4) Orbach will work with the Ablemarle-Pamlico Project Coordinator (who should be hired by then) to initiaté the meetings and orientations of the Subcommittees.

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III. Voting

- o Each committee member shall have one vote.
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Technical Committee Operating Procedures Page 2 of 3

- Individual votes and abstention on role call votes will be noted in the meeting minutes.
- Members cannot appoint a proxy to vote in their absence.
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Technical Committee Operating Procedures Page 3 of 3

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AGENDA

ALBEMARLE/PAMLICO TECHNICAL COMMITTEE Ground Floor Hearing Room, Archdale Building Raleigh, N. C. August 26, 1986 - 10:00 A. M.

10:00 - 10:15	Overview of Policy Committee Action	Dirk Frankenburg
10:15 - 10:30	Technical Committee Operating Procedures	Bruce Barrett
10:30 - 11:15	Development of Five-Year Plan	Lynn Muchmore
	Committee Reports:	
11:15 - 11:20	Data Management	Dave Owens
11:20 - 11:30	Public Participation	Mike Orbach
11:30 - 1:00	LUNCH	
1:00 - 2:00	Preliminary Report on Commercial Fisheries Issues	Terry Scholar
2:00 - 2:30	Data Management Discussion: NOAA Activities COE Activities	Sharon Shutler Larry Mitchell
2:30 - 3:00	Open Discussion	
3:00	ADJOURNMENT	

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James G. Martin, Governor S. Thomas Rhodes, Secretary

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Lynn R. Muchmore Assistant Secretary for Natural Resources

August 22, 1986

MEMORANDUM

Technical Committee - Albemarle/Pamlico TO: Estuarine Study Lvnn R. Muchmore FROM: Composition of Five-Year Work Plan RE:

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II b	. Forest Industry	Forestry
II c	. Agriculture	Soil & Water
II d	. Recreation	
II e	. Residential & Commercial	Coastal Management
	Development	
II f	. Mining & Industrial	Land Resources/
	Development	Planning & Assessment
II g	. Waste Disposal	Environmental Man.
II h	. National Defense	Planning & Assessment

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A tenative schedule for completion is attached. Note particularly the timing of Chapter V, determination of research priorities. The research agenda should proceed from the confluence of three important work streams -- "trends and uses", "threats to societal uses", and "existing resource managment systems and subsystems". Since the research agenda will govern expenditure of the bulk of project funds, major involvement by both the Policy Committee and the Technical Committee is required.

DRAFT OUTLINE

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ALBEMARLE/PAMLICO ESTUARINE STUDY - FIVE YEAR PLAN

CHAPTER	TITLE Statement of Purpose incurrent charling iter Physical Description Societal Uses: Trends and Profiles Physical Conflict and Competition Among Societal Uses
I.	Statement of Purpose ancurent charlengiter of
II.	Societal Uses: Trends and Profiles Physical
III.	Conflict and Competition Among Societal Uses
IV.	Existing Resource Management Systems & Subsystems
V.	Information and Research: Needs and Priorities
VI.	Data Management
VII.	Public Participation
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IX.	Procedures

ALBEMARLE/PAMLICO ESTUARINE STUDY - FIVE YEAR PLAN

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	CHAPTER	SEPT.	OCT.	NOV.	DEC.	JAN.	FEB.
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V.	Information & Research: Needs and Priorities				Ø	\longrightarrow	
VI.	Data Management						\rightarrow
VII.	Public Participation						
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IX.	Procedures						>



AGENDA

TECHNICAL COMMITTEE ALBEMARLE-PAMLICO ESTUARINE STUDY THURSDAY, OCTOBER 23, 1986 GROUND FLOOR HEARING ROOM, ARCHDALE BUILDING, 10:00 A.M.

I. Fisheries in the Albemarle-Pamlico Estuarine Study Area....Terry Scholar

II. Report on Work Plan and Discussion of Draft Material.....Lynn R. Muchmore

III. Contractural Services - Chapter V

IV. Committee Reports:

--Committee on Data Bases.....Sharon Shutler

--Committee on Data Storage and Retrieval......Karen Siderelis

V. EPA's Funding Schedules for Research - 1987.....Michelle Hiller