

Proceedings of
Albermarle-Pamlico Estuarine Study
Technical Advisory Committee Meeting

Raleigh, North Carolina

December 2, 1986

Submitted to:

Dr. Douglas Rader
Program Coordinator
Albermarle-Pamlico Estuarine Study
Dept. of Natural Resources and
Community Development
Raleigh, North Carolina

Submitted by:

Marguerite A. Duffy
SCI Data Systems, Inc.
530 College Parkway, Suite N
Annapolis, MD 21401

December 4, 1986

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List of Attendees

Attachments:

- A: Work Plan Schdeule
- B: Data Management Identification Recommendations
- C: Data Inventory Formats
- D: Computer Systems
- E: Original Committee Nomination Rosters
- F: Clarification of CAC Charge
- G: Proposed Public Conference

Proceedings of Albermarle-Pamlico Estuarine Study
Technical Committee Meeting
December 2, 1986

I. Opening Remarks

The meeting began at 10:00 a.m. with opening remarks by Mr. Bruce Barrett, Director Water Division, EPA Region IV. The minutes from the October 23, 1986 meeting were tabled for approval. Two changes were made to the minutes: (1) to reflect two members of the Technical Committee inadvertently omitted from the list of attendees, Tom Ellis and Keith Buttlerman; and (2) to reflect that Don Hoss (rather than Sharon Shutler) is Chairman of the Data Inventory Committee.

II. Program Activities Report

Doug Rader, Program Director for the Albermarle-Pamlico Estuarine Study, distributed a calendar of upcoming events associated with the project. He will submit an updated calendar at each meeting. All attendees were encouraged to keep him apprised of key events and program activities.

A. Resource Managers Meeting

Rader discussed the Resource Managers Meeting scheduled for December 16th. The purpose of this meeting is to refine actions begun by the same group on November 16th. He summarized the November meeting as very productive. The group reached a consensus on issues and areas of concern for project study. The group was successful in refocusing the scope of discussion from human use issues to natural resource issues. The result is a list of general concerns and issues. The December meeting is intended to produce a more specific list, to establish priorities for those concerns, and to develop management questions in order to focus the Project and begin soliciting research proposals.

ACTION: Rader will prepare a paper of the special concerns, identified in November and mail within the next week.

B. Chowan River Task Force Meeting

This group will meet on December 4th & 5th. Rader indicated his hopes that the meeting will foster local government and legislative contacts. It was recommended that the Local Council of Governments be contacted as well.

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December 2, 1986 meeting

III. Work Plan Status Report

Lynn Muchmore, Department of Natural Resources and Community Development (NRDC), distributed a flow chart of anticipated products and due dates for the workplan on the Albermarle/Pamlico Sounds Project. He gave an overview of the contents in each chapter of the workplan. A few completed chapters were distributed earlier to the Technical Committee for review and comment.

A. Role of Technical Committee and PAC

Discussion ensued about the roles of the Technical Committee and the Policy Advisory Committee (PAC) in preparing the document and more workable due dates for review. Muchmore stated that the Technical Committee will review and comment on the draft but the PAC will ultimately resolve and approve the final work plan contents. Barrett noted that the Technical Committee will need to meet to discuss their comments on the draft work plan, resolve differences, and vote on a draft workplan to send forward to the PAC. Members of the committee commented that they want their staff, constituents, interested groups, etc. to have input and time to comment on the draft.

B. Review and Comment Process

Rader encouraged comments from all Technical Committee members in order to represent all interested groups. He noted that while comments received to date are incorporated in the recent draft, that more input is needed. He needs major directional and substantive comments. They are presently trying to incorporate such comments from Sharon Shutler's group regarding Fisheries. B.J. Copeland, UNC Sea Grant College, expressed concern that members of the Technical Committee are presently working individually of each other and submitting their comments on draft chapters to Rader for incorporation. Copeland requested a formal, collective comment process where the committee meets together to agree on the draft.

Chapter 6 (Research) was discussed as the critical section of the workplan. The base chapter will be drafted by Rader. As the Resource Managers Team identifies concerns, issues, and needs, Rader will formulate a draft Chapter 6. The Technical Committee will then comment and include their comments and any additional comments from the research community.

Barrett stated that the Technical Committee will flag major concerns and issues when submitting the approved draft to the PAC.

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C. Revised Schedule

Discussion took place on the need for a workable schedule to allow for solicitation of comments by staff of the Technical Committee members, for review by the Technical Committee, and for meeting collectively to discuss comments. A revised schedule was agreed upon and distributed at the meeting (Attachment A). It was agreed that the Technical Committee will meet on January 20-21 to collectively discuss each chapter of the workplan.

IV. Data Identification & Interpretation

Don Hoss, Beaufort Laboratory, along with Sharon Shutler, Estuarine Programs Office, NOAA, presented the results of the data management working group meeting held November 21st.

A. Working Groups

Hoss stated that to complete the data identification process, the committee recommends that we form eleven working groups of 5-6 people for eleven separate subject areas. The eleven subject areas are closely linked to the issues identified by the Resource Managers Team on November 17th chaired by Rader. Shutler explained that this decision was based on the best utilization of time and money, and to capitalize on the array of expertise available across study areas. Copeland and Barrett asked what the relationship of the data working groups should be with the resource management group. It was explained that the list of proposed members (Attachment B) for the data working groups was developed by taking the list of questions from the Resource Managers Group. Researchers knowledgeable in these areas were identified. In some cases, proposed researchers include members of the Resource Managers Group.

Shutler motioned that the Technical Committee accept Section I of their Summary Recommendation, that is, to accept the concept of the eleven working groups and to begin working with the eleven working groups to identify data. The motion was seconded with the stipulation that the names suggested for the working groups not be exact, allowing for addition or deletion of names as necessary. The motion was carried by the Technical Committee.

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December 2, 1986 meeting

B. Guidance

Shutler asked if a one or two page guidance document could be prepared describing the management questions and suggesting a coherent approach in the way to review data. Additionally, it was suggested that the guidance letter might ask questions such as:

- o What kind of data do you have pertaining to this subject?
- o Where can we research for data on the subject?
- o Can action be taken as a result of reviewing the data--is the data sufficient?
- o Is the subject in question being researched, by whom, etc.?

Action: Rader to prepare guidance document.

C. Data Inventory Format

Don Hoss stated that the second recommendation of the committee is to develop standard formats for the information inventories conducted by the working groups. Shutler indicated a need to keep data and literature searches separate. Draft formats for each inventory (literature and data) were submitted for approval (Attachment C). The data format is used by the National Environmental Data Referral System in NOAA, EPA, and by Maryland and Virginia regarding the Chesapeake Bay.

A motion was made and seconded that these formats be adopted for the work group inventory. The motion carried.

V. Computer Systems

Karen Siderelis, Land Resources Information Service, reported on the Computer Systems Sub-Group which she chairs. The group met on November 25th to discuss an earlier directive of the Technical Committee: to recommend an agency responsible for a data system, to identify and recommend a primary system, and to provide cost information.

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A. Lead Agency and System

Siderelis presented a list of responsibilities expected of a lead agency (Attachment D). The sub-group also identified basic requirements or expectations of the data management system. They include:

1. The system should be powerful and flexible--in other words it should provide for data management, statistical analysis, and geographic analysis - as outlined in the initial recommendations.
2. The system should be developed as cost effectively as possible.
3. The system should be developed so that it is capable of outliving the Albermarle-Pamlico Estuarine Study--so that it can have utility and be self-supporting beyond the scope of this study.

Based on these requirements, Siderelis stated that the sub-group recommends the NRCD for management responsibility for the Albermarle-Pamlico data system. They also recommended the Land Resources Information Service (LRIS), an agency of NRCD, as the primary computer system. A more complete system justification is included in Attachment D, along with a computer systems diagram. The diagram reflects NRCD as an access node through which State, Federal, and other users can obtain data on other systems.

A motion was made to endorse the concept and to proceed with cost estimates for presentation at the next Technical Committee meeting along with alternatives for funding sources. The motion was seconded and passed by committee.

B. Budget

B. J. Copeland recommended that data management be limited to five percent of the total budget. Discussion followed that the committee wait for costs both for start up and operation. Before costs can be set, it was agreed that an agenda, management questions, and research considerations are necessary.

A motion was made and seconded that the motion to limit data management to five percent of the budget be denied. The motion carried by unanimous vote of hands.

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VI. Citizens Advisory Committees

Mike Orbach, N.C. Marine Science Council, presented a package of materials on (1) Selecting CAC members; (2) clarifying the charge of the CAC; and (3) a proposal for the initial meeting of the CAC.

A. Committee Nominations

Orbach stated that the nominating slate was put together through the help of numerous people in the State as indicated by the list of nominators. As agreed at the October Technical Committee meeting, two separate CACs are recommended: (1) Albermarle and (2) Pamlico. Two rosters were mailed to the Technical Committee for review and presented again at the meeting (Attachment E). Orbach stated there was no need to limit the number of persons assigned to a CAC; but the categories of public official should include at least two members and private citizen, four members. The Technical Committee broke from the full meeting to discuss the nominees and to narrow the two slates of candidates for vote. Upon reconvening the Technical Committee selected the persons on the following two pages.

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Albermarle
Citizens Advisory Committee

Category	Name	Affiliation
Educator	Jimmy Jenkins	Elizabeth City State University
Industry	Glen Wood	Weyerhaeuser
Public Official	W. C. Witherspoon Lloyd Ballance	Pasquotank Co. Commission Town Manager, Kill Devil Hills
Tourism	Mary Harrell	Hertford Chamber of Commerce
Developer	Eddie Meekins	Pasquo. CO. Ind. Dev. Com.
Commercial Fishing	Murray Nixon	Seafood Business
Rec. Fishing	Mike Corcoran	NCWF
Agriculture	John Stallings	NC Farm Bureau
Coastal Engineer/Surveyor	Ralph Calfee	Engineer
Environmental	Terry Pratt	Albermarle Protection Org.
Private Citizen	Capt. Al Howard Fred Fox Eve Trow Winnie Wood	Chowan Task Force Fishermen's Fund Dare Co., P.I.O. Business person
Ex Officio Member: Environmental	Wlm. R. McGeorge, Jr.	Back Bay Rest. Foundation

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Pamlico Sound
Citizens Advisory Committee

Category	Name	Affiliation
Educator	John Spagnola	Down East Inst. Network
Industry	Doug Mercer	Texasgulf
Public Official	Alton Ballance Grace Bonner	Hyde County Commission Pamlico County Commission
Tourism	Neal Lewis	Carteret Co. Cham. of Com.
Developer	Dick Leach	Builder
Com. Fishing	Willy Phillips	Commercial Fisherman
Rec. Fishing	Clark Rodman	Retired Physician
Agriculture	Garland Strickland	Farmer
Coastal Engineer/Sur. Environmental Group	Ralph Buxton Ernie Larkin	Engineer PTRF
Private Citizen	Thomas Quay Steve Barnes Todd Miller Buddy Swain	Wildlife Ecologist First Colony Farms NCCF New Bern High School

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Selections were made based on numerous factors. The agriculture selection was given upper-basin vs. lower basin considerations. For fisheries, consideration was given to first hand knowledge of the local business and the economy. Some question arose about the ability to change persons from the original slate to a different category in the final slate. It was agreed that it was proper to make this change.

A motion was moved, seconded, and carried to accept the Albermarle Sound list as shown. A motion was moved, seconded, and carried to accept the Pamlico Sound list as shown.

A motion was made that Doug Rader and Mike Orbach have authority to contact nominated individuals and determine their willingness to serve; and, upon offering a nominee a position to the CAC, that if a nominee cannot accept the offer, that Rader and Orbach can offer a position to an alternate. The motion was seconded and approved. Bruce Barrett then advised that the positions cannot be offered to the CAC until the PAC approves. Ernie Carl and Bruce Barrett will arrange for a PAC meeting to discuss the CAC nominations and associated administrative details.

ACTION: Carl and Barrett will convene a meeting of PAC to discuss CAC.

B. Clarification of CAC Charge

The Technical Committee commented that Orbach's proposal on the revised charge to the CAC dated 11/28/86 looks good. The revised charges to the CAC were made to efficiently sort out the Albermarle/Pamlico Sound Project (APES) staff responsibilities and those intended for the CAC. The charges are a result of a request made by the Technical Committee to refine the original list developed by the PAC. Orbach stated that there needs to be resolve on expenses of the CAC for travel and other administrative details such as staff support for the CAC. This will be added to the list of actions for the PAC meeting. Copeland suggested that a proposed issue agenda be formulated for the CAC committee to discuss.

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ACTION: The Technical Committee should submit input to Orbach and Rader for the CAC agenda.

A motion was made to accept Orbach's revised changes. It was seconded and approved.

C. Public Participation Proposed Conference

Orbach presented a proposal by Todd Miller, North Carolina Coastal Federation, regarding a proposed first meeting on public participation (Attachment G). Orbach expressed that the proposal appears to be a real step toward initiating cooperation. He stated that the proposed meeting could be viewed as a kick-off of the public participation initiative. Todd Miller stated that some organizations have already offered to donate funds (i.e. the Regional Development Institute: \$700 for mail; and the Sierra Club: \$400 toward travel.) Copeland said that if the UNC Sea Grant College can co-sponsor the conference, that they will allocate some money.

Bruce Barrett congratulated Todd Miller on the concept of the proposal. Barrett suggested a broader scope of public participation, not to leave anyone out. Ernie Carl suggested including industrialists, a coastal developer, and others to achieve a wider audience. Rader stated that the approach is excellent but believes APES should sponsor the forum in cooperation or in conjunction with the other organizations. It was generally agreed that the APES should take the lead with the cooperation of other organizations.

A motion was made that with Orbach's assistance, the committee will provide up to \$5000 for the N.C. Coastal Federation for developing and holding a public meeting. Mike Orbach is to Chair the committee. The motion was seconded and carried by committee.

VII. Closing Remarks

Rader announced that he is in the process of obtaining a clerical/secretarial position and interviewing for the position. Until such person is hired, Marguerite Duffy, SCI Data Systems, Inc. will help fill in the gap by performing a broad range of administrative functions. The meeting ended at approximately 4:00p.m.

LIST OF ATTENDEES
TECHNICAL COMMITTEE

Mr. William Austin
NC Dept. of Nat. Res. & Comm. Devel.
Division of Soil & Water Conservation
Post Office Box 27687
Raleigh, NC 27611-7687
Phone: 919 733-2302

Mr. Bruce Barrett
U.S. Environmental Protection Agency
Water Division
345 Courtland Street
Atlanta, GA 30365
Phone: 404-347-4450

Dr. Ernest A Carl
NC Dept. of Nat. Res. & Comm. Devel.
P.O. Box 27687
Raleigh, NC 27611-7687
Phone: 919-733-4984

Mr. B. J Copeland
NCSU
UNC Sea Grant College
Post Office Box 8605
Chapel Hill, NC 27514
Phone:

Mr. Tom Ellis
NC Dept. of Agriculture
Raleigh, NC
Phone: 919 733-7125

Mr. Harry Layman
NC Dept. of Nat. Res. & Comm. Devel.
Division of Forest Resources
Post Office Box 27687
Raleigh, NC 27611-7687
Phone: 919 733-2162

Dr. Michael K Orbach
North Carolina Marine Science Council
210 Longmeadow Road
Greenville, NC 27834
Phone: 919 757-6883

Mr. Larry Saunders
U. S. Army Corps of Engineers
Wilmington District
Post Office Box 1890
Wilmington, NC 28402-1890
Phone: 919 343-4501

Ms. Sharon Shutler
Estuarine Programs Office
NOAA
1825 Connecticut Avenue, N. W.
University Building, Room 622
Washington, DC 20235
Phone: 202 673-5243

Dr. James M Stewart
Water Resources Research Institute
North Carolina State University
Campus Box 7912
Raleigh, NC 27695-7912
Phone: 919 737-2815

Mr. James F Turner, Jr.
U.S. Geological Survey
Post Office Box 2857
Raleigh, NC 27601-2857
Phone: 919 856-4510

Mr. W. P Williams
NC Dept. of Nat. Res. & Comm. Devel.
Division of Environmental Management
Post Office Box 27687
Raleigh, NC 27611-7687
Phone: 919 733-7015

LIST OF ATTENDEES
OTHERS

Mr. Don Baker
NC Wildlife Resources Committee
Raleigh, NC
Phone:

Mr. Jerad Bales
U. S. Geological Survey
Post Office Box 2857
Raleigh, NC 27602-2857
Phone: 919 856-4791

Ms. Marguerite Duffy
SCI Data Systems, Inc.
530 College Parkway
Suite N
Annapolis, MD 21401
Phone: 301 757-6660

Mr. Bill Flournoy
NC Dept. of Nat. Res. & Comm. Devel.
Division of Planning & Assessment
Post Office Box 27687
Raleigh, NC 27611-7687
Phone: 919 733-6376

Ms. Katherine Foote
NC Dept. of Nat. Res. & Comm. Devel.
Division of Planning & Assessment
Post Office Box 27687
Raleigh, NC 27611-7687
Phone: 919 733-6376

Mr. Dick Gallo
USDA, Soil Conservation Service
5th Floor, Federal Building
Raleigh, NC
Phone:

Ms. L. K Gantt
U. S. Fish and Wildlife Service
Post Office Box 25039
Raleigh, NC 27611-5039
Phone: 919 856-4520

Ms. Margaret U Holton
League of Women Voters of N. C.
Chapel Hill, NC 27514
Phone: 919 929-1339

Mr. Don Hoss
NOAA/NMFS
Beaufort, NC 20516
Phone: 919 728-8736

Mr. Harrel B Johnson
NC Division of Marine Fisheries
Elizabeth City, NC
Phone: 919 338-8351

Mr. Bobby J Jones
USDA, Soil Conservation Service
5th Floor, Federal Building
Raleigh, NC
Phone:

Mr. K. Koski
NOAA/NMFS
Beaufort, NC 20516
Phone:

LIST OF ATTENDEES
OTHERS
CONTINUES

Mr. Ernie Larkin
Pamlico-Tar River Foundation
Post Office Box 1854
Washington, NC 27889
Phone: 919 946-7211

Mr. Mike McCarthy
Research Triangle Institute
Post Office Box 12194
Research Triangle Park, NC 27709
Phone:

Mr. Dave McNaught
Pamlico-Tar River Foundation
Post Office Box 1854
Washington, NC 27889
Phone: 919 946-7211

Mr. John Meshaw
U. S. Army Corps of Engineers
Post Office Box 1890
Wilmington, NC 28402-1890
Phone: 919 343-4786

Mr. Lynn Muchmore
NC Dept. of Nat. Res. & Comm. Devel.
Post Office Box 27687
Raleigh, NC 27611-7687
Phone:

Mr. Rob Nichols
Research Triangle Institute
Post Office Box 12194
Research Triangle Park, NC 27709
Phone:

Ms. Melva Okun
Environmental Resource Project
311 Pittsboro St. UNC-CH
Chapel Hill, NC 27514
Phone:

Mr. Doug Rader
NC Dept. of Nat. Res. & Comm. Devel.
Division of Environmental Management
Post Office Box 27687
Raleigh, NC 27611-7687
Phone: 919 733-5083

Ms. Terry M Sholar
NC Dept. of Nat. Res. & Comm. Devel.
Marine Fisheries Division
Post Office Box 1507
Washington, NC 27889
Phone: 919 946-6481

Ms. Karen Siderelis
NC Dept. of Nat. Res. & Comm. Devel.
Land Resources Information Service
Post Office Box 27687
Raleigh, NC 27611-7687
Phone: 919 733-2090

LIST OF ATTENDEES
OTHERS
CONTINUES

Ms. Sally Turner
U.S. Environmental Protection Agency
Region IV
345 Courtland Street
Atlanta, GA 30365
Phone: 404 347-2126

Mr. Fred White
NC Dept. of Nat. Res. & Comm. Devel.
Division of Forest Resources
Post Office Box 27687
Raleigh, NC 27611-7687
Phone:

Mr. Todd Miller
North Carolina Coastal Federation
Route #5
Box 603 (Ocean)
Newport, NC 28570
Phone: 919-393-8185

WORKPLAN SCHEDULE

12/2	Technical Committee Meeting
12/3 - 12/5	Special Concerns Document Mailed
12/15 - 12/20	Mail Draft Chapters I - V
12/16	Resource Managers Meeting
12/16 - 12/20	Prepare Questions Document and Mail
1/5 - 1/6	Research Meetings (Translations)
1/7 - 1/13	Mail Draft Chapter VI
1/20 - 1/21	Technical Committee Meeting*
1/27	Coordination Meeting**
2/1	Final Draft
2/10	Data Meetings

- * Review of Chapters I - IV first day. Following day (to day and a half) will be a review of Chapter VI.
- ** Coordination meeting will focus on proper and efficient use of funding allocation.

Attachment B

TOPIC	MEMBER	AFFILIATION	CHARGE
Fish & Shell- fish stock Assessment	Bill Hogarth	NRCD,DMF	Stock assessment, Population Dynamics Impacts of fishing pressure
	John Merriner	NOAA,NMFS	
	Roger Rulifson	ECU	
	Pete Peterson	IMS,UNC	
Socio-Economic Factors	Leon Danielson	NCS	Impacts of regulation Costs of waste treatment
	Mike Orbach	ECU	
	Jim Waters	NOAA/NMFS	
	Bill Flournoy	NRCD	
Eutrophication (including Point Source Problems)	Hans Paerl	UNC	Nutrient Dynamics Impacts of loadings D.O. fluctuations
	Ed Kuenzler	UNC	
	Ron Raske		
	Trevor Clements	NRCD,DEM	
	Jim Turner	DOI, USGS	
Toxics, Patho- gens, Fish	Mark Sobsey	UNC	Effects on fish & shellfish
	Bob Benton	NRCD shell- fish	
Diseases	Ed Noga	NCS	Levels in fish & shellfish
	John Dorney	NRCD, DEM	
	Dave Engel	NOAA,NMFS	
	Benkert	DOI,FWS	
	Phil Vorsatz	ECU	
	Dan Rittschoff	Duke	
Land/Water Interface	Lee Ottie	ECU	Non point source controls
	Wayne Skaggs	NCS	
	Jim Gregory	NCSU	
	Chris Corealle	COE	
	Boman Crum	EPA	
Protected Species	Chuck Roe	NRCD	Status of populations Critical Habitats
	Mike Gant	DOI, FWS	
	Gail Cannon	Duke	
	Steve Leonard	NRCD	

Attachment B cont.

TOPIC	MEMBER	AFFILIATION	CHARGE
Physical Processes	Maggie Overton	NCS	Release of contaminants from sediments Dispersion Predictive Modeling
	Jim Turner	DOI, USGS	
	Larry Saunders	COE	
	Leonard Pietrafesa	NCS	
	John Wells	UNC	
	Tom Johnson	Duke	
Fisheries Habitat	Don Hoss	NOAA, NMFS	Fishery-habitat interactions Nursery areas Life History requirements
	John Miller	NCS	
	Terry West	ECU	
	Mike Gant	DOI, FWS	
	Larry Crowder	NC	
	Preston Pate	NRCD, CRC	
Shellfish Habitat	Pete Peterson	IMS, UNC	Fishery-habitat interactions Nursery areas Life history requirements
	Red Munden	NRCD, DMF	
	Bill Kirby-Smith	Duke	
	Sally Turner	EPA	
	Jim Overton	NRCD, DEM	
Aquatic Vegetative Habitat	Gordon Thayer	NOAA, NMFS	Submergent & emergent vegetation Productivity Mitigation & enhancement Impacts of human activities
	Joe Ramus	Duke	
	Dave Adams	NCS	
	Mark Brenson	ECU	
	Larry Seneca	NCS	
Demographic Trends	David Brower	UNC	Population trends Cumulative impacts Human carrying capacity Water quality trends
	Karen Sideralis	NRCD, LRIS	
	Ann Taylor	NRCD, Plann.	
	John Maiola	ECU	

Draft Formats for Inventory of Information

- I. Literature
 - Organization contacted
 - Person contacted
 - Telephone number
 - Address of contact
 - Citation
 - Study area (lat/long coordinates)
 - Time span of report
 - Funding source
 - Publication level (In-house, Technical Report, Juried Journal)
 - Abstract
 - Key words
 - Data set name
 - Available from
 - Cost
- II. Data (NEDRES)
 - TI * Title or name of the data set
 - AB * Abstract describing the purpose and general characteristics of the data
 - DC * Data collection methods description

Attachment C cont.

- DD * Data processing and quality control description
- PE * Period of record covered by the data
- LR * Length of record, including gaps or other temporal characteristics
- GE * Geographic area covered by the data--as named places
- GC * Geographic area covered by the data--as Federal Information Processing Standard (FIPS) Country, State, County, and named place codes as U.S. Geological Survey

Hydrologic Unit Codes as U.S. Forest Service/U.S. Fish & Wildlife Ecoregion codes
- GL * Geographic area covered by the data--as latitude/longitude coordinates
- PA * Parameters reported in the data set
- DE * Descriptors--subject terms (in addition to parameters) that help describe the data set, e.g., mineral, chemical or biological names
- OO * Contact where the data may be obtained
- AV * Availability characteristics--volume, media, conditions of use
- PI * Principal investigator
- PR * Program, project name or acronyms, contract or grant identification
- PO * Processing organization (if different from contact)
- PU * Publication closely associated with the data set
- AN * Accession number
- DT * Accession date
- CC * Codes for discipline, type of data, and organization

LEAD AGENCY RESPONSIBILITIES

1. Staffing
2. Traditional operations management
 - data backup and archival
 - security enforcement
 - equipment maintenance
 - software maintenance
 - system performance monitoring
 - system tuning
3. Data base design
4. Design of computer programs
5. Coding of computer programs
6. Procurement
 - development of RFB's or specifications
 - installations
 - acceptance testing
7. Vendor liaison
 - problem determination and resolution
 - preventative maintenance
 - contractual arrangements
8. Liaison with users
9. Training
10. Documentation
11. System use/cost accounting

COST CATEGORIES

Hardware

Disk, memory, ports, etc. for primary system
Maintenance

Software

SAS for primary system
Bibliographic software for primary system
Maintenance

Communications

Network interfaces (hardware)
Communications software
Modems
Maintenance

System Use Charges

Primary system
Other hosts
Networks

Services

Design and development of "Front-End" software

Staff

Computer System Coordinator

COST CATEGORIES

Hardware

Disk, memory, ports, etc. for primary system
Maintenance

Software

SAS for primary system
Bibliographic software for primary system
Maintenance

Communications

Network interfaces (hardware)
Communications software
Modems
Maintenance

System Use Charges

Primary system
Other hosts
Networks

Services

Design and development of "Front-End" software

Staff

Computer System Coordinator

RECOMMENDATION FOR LEAD AGENCY AND PRIMARY SYSTEM

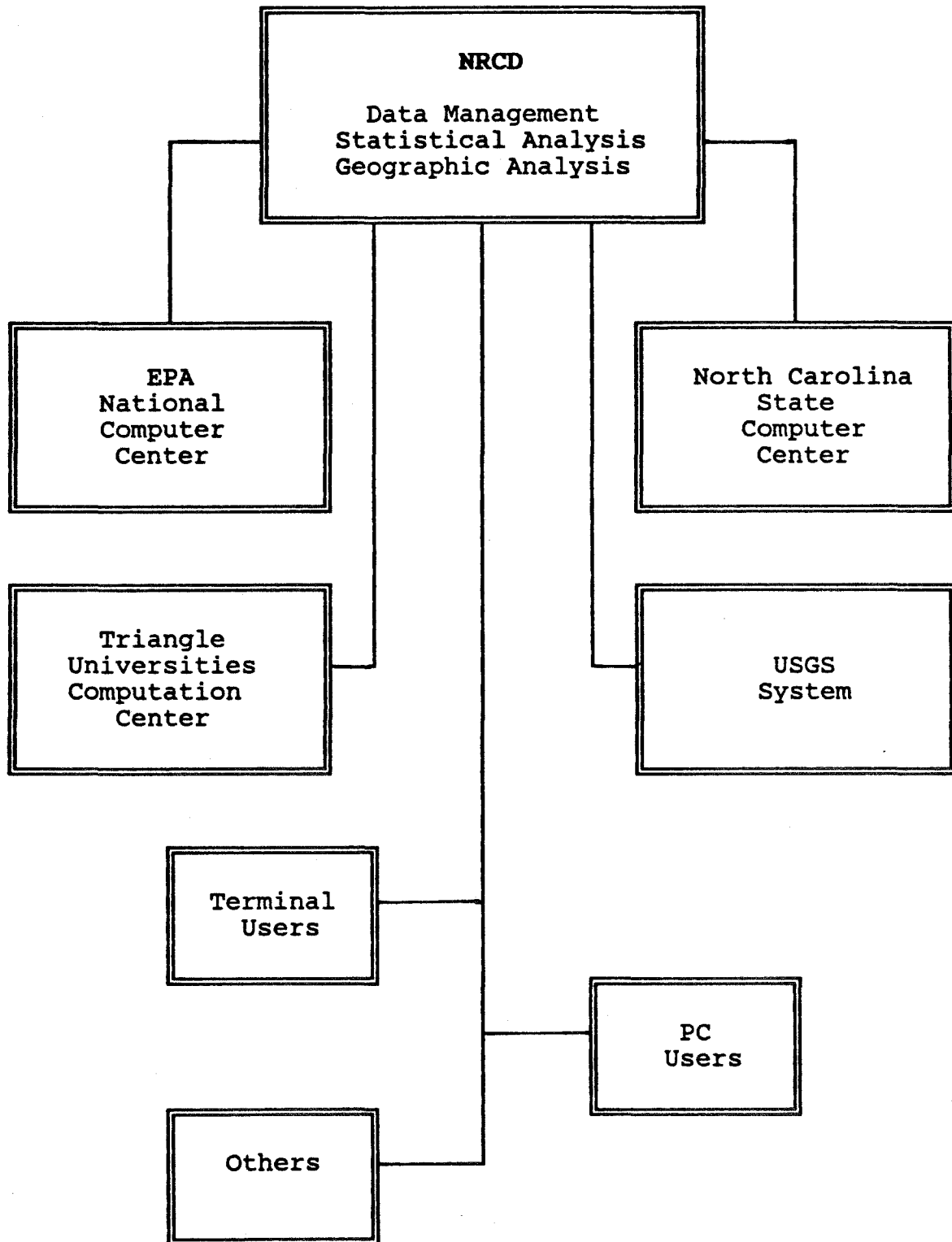
The Computer Systems Sub-Group recommends that the Department of Natural Resources and Community Development (NRCD) be assigned management responsibility for the Albemarle-Pamlico data system.

It is also recommended that the Land Resources Information Service (LRIS), an agency of NRCD, be designated as the primary computer system.

JUSTIFICATION

1. NRCD is the state agency with on-going responsibility for the estuaries and their associated resources - a responsibility that will continue beyond this project.
2. NRCD, through LRIS, has an established computer system management 'infrastructure' i.e., staff, facilities, procedures, etc.
3. LRIS is a service agency and, as such, has no program commitments that would supersede the Albemarle-Pamlico project requirements.
4. ARC/INFO is being installed at LRIS during this month.
5. LRIS has communications software and hardware for connecting to standard, existing data communications networks, including the State Data Communications Network.
6. LRIS has operated a geographic information system for ten years and has considerable experience in GIS and its application to natural and cultural resource management.

Albemarle-Pamlico Estuarine Study
Computer Systems Diagram



NOMINEES FOR THE ALBEMARLE CITIZENS ADVISORY COMMITTEE

REGION	CATEGORY	NAME	AFFILIATION	NOMINATOR/ADDITIONAL INFO.
Albemarle	Educator	Jimmy Jenkins Rich Novak	Elizabeth City State Univ. Albemarle Development Assoc.	Ulysses Bell B.J. Copeland
	Industry	Glen Wood Matt Wood	Meyerhaeuser Caden Co. Businessman	Tom Ellis K. Foote
	Public Official	W.C. Witherspoon Webb Fuller Cliff Copeland Bill Richardson Elmer Midgette Bon Bryan Lloyd Ballance	Pasquotank Co. Commission Town Manager, Nags Head Chowan County Manager Currituck County Manager Dare County Planning Board Mayor, Nags Head Town Man., Kill Devil Hills	Ulysses Bell Tom Ellis, Dave McNaught Dave Owens Dave Owens Dave Owens Dave Owens Larry Saunders
	Tourism	John Dowd Mary Harrell Mary Livengood	Mayor, Edenton Hertford Cham. of Com. Elizabeth City Cha. Com.	Dave Owens K. Foote K. Foote
	Developer	Eddie Meekins	Pasquo. Co. Ind. Dev. Com.	K. Foote
	Commercial Fishing	Murray Nixon Hope Beacham Fred Fox Will Etheridge Mikey Daniels	Seafood Business Commercial Fisherman Commercial Fisherman Commercial Fisherman Commercial Fisherman	Joe McClees Larry Saunders Bill Hogarth 2 Bill Hogarth 3 Bill Hogarth 4
	Recreational Fishing	Mike Corcoran Richard Parker John Bell Gary Oliver	NCWF District Court Judge Albemarle MFAC Guide and Pier Owner	Dave McNaught, NCWF, BH P2 Bill Hogarth 1 Bill Hogarth 2 Bill Hogarth 3
	Agriculture	John Stallings Joe Landino Tom Campbell A.B. Whitley	NC Farm Bureau Washington Co. Pasquotank Co. Ext. Agent District Conservationist.SCS	Bill Austin Tom Ellis K. Foote NCWF
	Coastal Engineer/Surveyor	Ralph Buxton	Engineer	Larry Saunders
	Environmental Group	William R. McGeorge, Jr. Terry Pratt	Back Bay Rest. Foundation Albemarle Protection Org.	Frank Thomas NCWF, Hogarth 1
	Private Citizen	Isaac Battle Maurice Powers Sanc J. Hamilton Phil McMullan Walter I. Priest, III Robert Daland Capt. Al Howard Evan Wilson Mayme Davenport Eve Trow	NE NC Tomorrow Elizabeth City State Univ. Newport News Shipyard NE NC Tomorrow VIMS, BBRF UNC Chowan Task Force Fishermen's Fund CRC Dare Co., P.I.O.	Ulysses Bell Ulysses Bell Self Tom Ellis Frank Thomas Bob Smythe J.F. Smith M. Orbach, L. Saunders Dave Owens Larry Saunders

NOMINEES FOR THE PAMLICO CITIZENS ADVISORY COMMITTEE

REGION	CATEGORY	NAME	AFFILIATION	NOMINATOR/ADDITIONAL INFO.
Pamlico	Educator	John Spagnola Vincent Bellis Buddy Swain	Down East Inst. Network ECU New Bern High School	Amy Hannon, Dave McNaught Bob Swayne B.J. Copeland
	Industry	Doug Mercer Jim Edwards	Texasgulf Businessman	Tom Ellis Dave McNaught
	Public Official	Louise Muse Alton Ballance Brad Rice Grace Bonner	Pamlico County Commission Hyde County Commission Pamlico County Commission Mayor, Aurora	Joe McClees Dave Owens Dave Owens Dave Owens
	Tourism	Neal Lewis	Carteret Co. Cha. of Com.	Dave Owens
	Developer	Dick Leach	Builder	Ellis, McNaught, Owens
	Commercial Fishing	Willy Phillips Douglas Brady George Whittington Reginald Caroon Clark Calloway Tom Baum Eties Henries, Sr. H. D. Golden	Commercial Fisherman Commercial Fisherman Commercial Fisherman Commercial Fisherman, CRC Commercial Fisherman Commercial Fisherman Commercial Fisherman Commercial Fisherman, PMFAC	Joe McClees, Dave McNaught, EH Dave Owens Dave Owens Dave Owens, BH 2 Dave Owens L. Saunders Bill Hogarth 3 Bill Hogarth 4
	Recreational Fishing	Clark Rodman Ornan Whichard	Retired Physician Whichard's Beach	K. Hackney, D. McNaught, BH 1 Tom Ellis
	Agriculture	Garland Strickland	Farmer	Tom Ellis
	Coastal Engineer/Surveyor	Donald C. Clements, Jr. Ralph Calfee	Surveyor Engineer	Don Moss L. Saunders
	Environmental Group	Ernie Larkin	PTRF	Dave McNaught
	Private Citizen	Shay Clanton Thomas Quay Doug Nelson Steve Barnes Todd Miller Derb Carter Larry Bray	Citizen Wildlife Ecologist Cherry Pt. MAS First Colony Farms NCCF Attorney Homebuilder	Robert Daland, Bob Swayne Gantt, Swayne, Cross, Costick Tom Ellis Tom Ellis Dave McNaught Dave McNaught Todd Miller

TO: Technical/Management Committee
 Albemarle-Pamlico Estuarine Program

FROM: Mike Orbach

RE: Revised change to the Citizens Advisory Committees

DATE: November 28, 1986

At our October 23 meeting in Raleigh we approved the creation of two Citizens Advisory Committees (CAC), one for the Albemarle and one for the Pamlico region. We also agreed that the membership on each of these CAC's should be as originally recommended by the Policy Committee, and that the elected Chairs of both CAC's shall be appointed as members of the Technical/Management Committee. At that same meeting I was charged with making recommendations for the revision of the original list of duties of the CAC's developed by the Policy Committee, in light of the changes which have occurred in the committee structure itself.

The original resolution of the Policy Committee concerning the CAC's is attached. We have, of course, already approved a change in the overall committee structure. I would recommend that we retain the intent of the original statements regarding the general purpose of the CAC's, specifically:

1) From the original resolution: The Technical Committee shall establish [CAC's] for assisting in the development and maintenance of a communication and public participation program.

2) A special effort will be made by the A/P Estuarine Program to keep the State Legislature, the press and media and the public informed about the Program and related activities.

To these two I would add a third:

3) The purpose of these CAC's is to provide a means for structured citizen input to the Program. However, other means for public input to the program, such as public hearings, will be used as necessary or appropriate to complement the structured input of the CAC's.

Second, I recommend that we consolidate the duties of the CAC's as listed in the attached document into the following:

A) The general change to the Citizens Advisory Committees shall be:

1) To provide a mechanism for structured

citizens' input into the A/P Program from their respective regions; and

2) To assist in the dissemination of information relevant to or developed by the A/P Program in their respective regions.

B) More specifically, the CAC's shall:

1) Report at each meeting of the Technical/Management Committee, through their respective Chains, who shall sit as members of that Committee, on the activities of their CAC's.

2) Review all documents and materials produced by the A/P Program, and include the results of such review in the Chains' reports to the Technical/Management Committee.

3) Take such initiatives as are necessary and appropriate, in conjunction with the other activities of the A/P Program, to ensure adequate citizen input from affected and interested constituencies in their regions.

4) Meet at their own discretion, but at least twice yearly, in locations convenient to the citizenry of their region.

In making the above recommendations I have attempted to consolidate the changes to the CAC's while at the same time sorting out those functions referred to in the attached Policy Committee document that might more properly be handled by A/P Program staff (for example, coordinating press releases, organizing workshops and developing newsletters). In no way is this an attempt to restrict the prerogatives of the CAC's, but simply to make their formal charge more realistic and their activities well-integrated into the A/P Program.

Finally, I would add that none of the activities of the CAC's are intended to substitute for input to the A/P Program from individuals and organizations with interest in the Albemarle/Pamlico area. The CAC's are simply a means for obtaining some structured citizen input, and although we hope that concerned citizens will work as much as possible through the CAC's we assume that interested individuals and organizations will continue to provide other input through a variety of channels.

PROPOSAL TO THE ALBEMARLE-PAMLICO ESTUARINE PROGRAM
TECHNICAL AND POLICY COMMITTEES

PUBLIC PARTICIPATION IN THE
ALBEMARLE-PAMLICO ESTUARINE INITIATIVES

from:

The North Carolina Coastal Federation
The Pamlico-Tar River Foundation
The Regional Development Institute, ECU

in cooperation with:

The North Carolina Marine Sciences Council
The Mid-East Commission
The Neuse River Council of Governments
The Albemarle Commission
The School of Allied Health Sciences, ECU
The North Carolina Wildlife Federation
The North Carolina Fisheries Association
The Town of Bath
The Stumpy Point Club
Friends of Hatteras Island
Albemarle Protection Organization
Beaufort Community College
Outer Banks Audubon Society
The Fishermen's Fund
Carteret County Crossroads
Carteret County Wildlife Club
Neuse River Foundation
The Sierra Club
League of Women Voters
Conservation Council of North Carolina

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ABSTRACT

A day long conference is planned to inform and involve a diverse group of citizens in the Albemarle-Pamlico Estuarine Study. Scheduled for February 14 at Beaufort County Community College in Washington, the conference will be the public's first major opportunity to learn about the study, make suggestions about its research priorities, and to make formal recommendations as to the type of public education and involvement program that should be funded as part of the estuarine study. The conference is being planned by the North Carolina Coastal Federation, Pamlico-Tar River Foundation, and The Regional Development Institute, ECU in cooperation with numerous citizen organizations and institutions.

Conference on Citizen Involvement in the
Albemarle-Pamlico Estuarine Initiatives

One key element of the Albemarle-Pamlico Estuarine initiatives is public education and involvement. The development of two citizen advisory committees is an initial means of obtaining citizen participation in the estuarine study process. However, results from other national estuarine programs have demonstrated that citizen participation and educational efforts should include more than advisory committees if research is to improve estuarine management programs.

Both the Policy and Technical Committees as well as the general public have been engaged in discussions for months as to how the public should participate in the Albemarle-Pamlico Study. Many good ideas have emerged, but no firm consensus has developed about how to structure citizen involvement except for the two advisory committees for the Pamlico and Albemarle estuaries. It is important that opportunities for public participation be made available soon since the work plan for the study to be completed in February will set priorities for approximately five years of intensive research.

The five year work plan will not only determine the scope of research to be conducted, it will address how citizen involvement and education programs are to be formulated and funded. Decisions regarding citizen participation will then be made for fiscal year 1987 and beyond based upon the priorities established in the work plan.

Purpose of Conference

Major objectives of the conference include:

- (1) To inform the public about the Albemarle-Pamlico Estuarine Study;
- (2) To identify the broad range of alternatives available to citizens interested in participating in the estuarine study;
- (3) To involve the public in establishing the goals, objectives and priorities of the estuarine study;

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- (4) To establish priorities for citizen involvement among conference participants; and
- (5) To report recommendations of the conference to the policy and technical committees of the estuarine study.

Format of Conference

The conference will have two one-hour presentations during the morning session. One presentation will deal with the overall goals and objectives of the Study and the development of the five year work plan. Representatives of the Policy and Technical Committees will be asked to prepare a presentation that covers all aspects of the study. The second presentation will focus on how citizens have interacted with estuarine studies being conducted elsewhere in the nation and the potential for citizen participation in the Albemarle-Pamlico initiatives. Participants already committed for this presentation include Fran Flannigan, Director, Citizen Project for the Chesapeake Bay; Trudy Coxe, Executive Director, Save the Bay, Providence, Rhode Island; Alan Hankins, Lloyd Center for Environmental Studies, Buzzards Bay, and Richard Klein, Liaison for Save Our Streams - Maryland.

After lunch conference participants will be divided into two or more workshops. One large workshop will explore the role that citizens should play in the study. The panel that will chair this workshop will include members of the Citizen Advisory Committees and citizen representatives from other estuarine study programs. The other workshops will be divided subject areas that will be priorities for research as identified in the draft five year work plan. These workshops will be chaired by policy and technical committee members. Participants in these workshops will discuss and evaluate the draft plan and offer recommendations on it's scope and priorities. The number of workshops to be held will be based upon attendance at the conference.

Conferees will come back together at the conclusion of the workshops to discuss the issues presented by the panels. All individual ideas as well as recommendations from a majority of the conferees will be recorded. A report will be prepared summarizing these recommendations to be distributed to members of the policy, technical, and citizen advisory committees for their consideration in adopting the final five year work plan.

Intended Audience for Conference

A major effort is underway to involve the public in

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this conference. The Regional Development Institute has agreed to assist in developing the brochure for the conference and will mail it to the 3,500 people on its mailing list. Another 6,500 brochures will be distributed by the conference co-sponsors. The meeting will also be publicized through public service announcements and paid advertising in local newspapers.

The intended audience for the conference will include legislators, local government officials and the general public. Members of organizations sponsoring the event will also be in attendance. No registration fee will be charged to encourage public participation if all costs associated with the project can be recovered as projected in the conference budget. A Saturday date is planned to allow wide spread public participation.

PROJECTED BUDGET

ITEM	REQUESTED FROM STUDY	IN-KIND MATCH
SALARIES:		
Todd Miller (NCCF)		\$1,000
David McNaught (PTRF)		1,000
Don Ensley (NCCF)		400
Amy Hannon (PTRF)		400
Vince Bellis (NCCF)		400
Regional Development Institute (RDI)		1,500
TRAVEL:		
NCCF		300
PTRF		150
RDI		100
Out of State Participants	\$1,000	
PRINTING:		
Brochures	1,000	200
Misc.	100	
POSTAGE:		
Brochures	1,000	500
Misc.	50	
BEAUFORT COMMUNITY COLLEGE	30	170
TELEPHONE	200	
SUPPLIES	150	
LUNCH/COFFEE BREAKS	1,000	
ADVERTISING	470	
TOTAL	\$5,000	\$6,120