

USA-NPN Stakeholders Workshop Purpose and Agenda

*UW-Milwaukee SCE Conference Center (CC)/Hampton Inn& Suites
21-22 September 2010, Milwaukee, Wisconsin*

(FINAL; v. September 17, 2010)

PURPOSE

The USA National Phenology Network (USA-NPN; www.usanpn.org) consists of a consortium of individuals and organizations that collect, share, and use phenology data, models, and related information. The network is growing rapidly. In particular, the USA-NPN National Coordinating Office (NCO) is expanding its capacity and the services that it provides to the network, including national plant and wildlife phenology monitoring programs, standardized monitoring methods, an information management system, research initiatives, decision support tools, and an educators clearinghouse.

The NCO has also developed a five-year strategic plan to guide our actions and priorities in the next several years. During the development of these programs, projects, and plans, the NCO has sought peer review to ensure their quality and ability to meet the needs of USA-NPN stakeholders. In March 2010, the NCO released major updates to many of these programs and projects. At the present stage in our development, the NCO believes it is important to have a meeting of key stakeholders to review the status of the USA-NPN and to discuss future plans.

For this workshop, about 50 representatives have been invited, covering of the full breadth of USA-NPN stakeholders, including scientists, educators, natural resource managers, and representatives of public agencies, nongovernmental organizations, specialized networks, and Native American tribes (see separate participant list). The primary aim of the workshop is to listen to your ideas as to how the NCO can best meet your needs, how to increase collaborative opportunities, and help shape the strategic direction of the Network as a whole.

The 2-day workshop will occur on **21-22 September 2010 in Milwaukee, Wisconsin**. The workshop will be tightly focused between 8 am and 5 pm each day, so please plan your travel for the day before and the day after the workshop. USA-NPN, with support from a National Science Foundation Research Coordination Network Grant, will cover travel, food, and lodging expenses associated with the workshop.

USA-NPN Stakeholders Workshop Agenda
21-22 September 2010, Milwaukee, Wisconsin

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Monday September 20

All Day **Registration at Hampton Inn Front Desk (pick up packets)**

Day 1 – Tuesday September 21 – Review of Existing Structure and Plans

6:00 – 7:45 am **Full Breakfast** (provided for guests in *Hampton Inn Lobby*)

8:00 – 10:15am (*CC Room 7970*)

Introductions

- Welcome (Bruce Jones, Chief Scientist, Biology, USGS) – 5 min
- Introduction (Jake Weltzin, Executive Director, USA-NPN) – 5 min
- Logistics (Mark Schwartz, Chair, USA-NPN Board of Directors and Workshop Host) – 5 min

Framing the workshop (Leni Wilsmann, Facilitator, Conservation Impact) – 10 min

- Workshop framework
- Round-robin introductions for workshop participants – 20 min

Phenology science and the USA-NPN

- *Why is phenology important? The scientific perspective* (Abraham Miller-Rushing, NPS)
 - 30-min presentation
 - 10-min questions
- *Current status and future directions for USA-NPN* (Jake Weltzin, USA-NPN)
 - 50-min presentation

10:15 – 10:45 Break (30 min)

10:45 – 12:00 Question and answer session about USA-NPN (*CC Room 7970*) (75 min)

12:00 – 1:15 Lunch provided – *CC Room 7820* (75 min)

1:15 – 3:00 **“Assessment of current status and future directions of USA-NPN”**

- Charge to break-out groups, introduction to goals and process, clarifying Q & A (*CC Room 7970*) (15 min)
 - Goals
 - Diverse break-out groups discuss and provide feedback on the current status, proposed strategic direction (short- and long-term),

and anticipated market and operating environments of USA-NPN based on the morning presentation, associated documents, and their own experience with the network.

- Process
 - Break-out groups of five to seven – pre-assigned
 - Organization: each group to assign facilitator and recorder/reporter. Will discuss roles and responsibilities for each.
 - Synthesize, prioritize, summarize, and record ideas electronically
- Topics for discussion include:
 - Provide an assessment of USA-NPN activities to date and proposed strategies. For example:
 - What is working well?
 - What is not working well or needs improvement?
 - Will the proposed strategies accomplish what is needed?
 - Are partner needs being met?
 - What is missing or needs clarification?
 - What challenges, issues, and opportunities (e.g., institutional, operational, financial) do you see for USA-NPN today and over the next 5-10 years as it seeks to create an effective and sustainable network?
 - What “emerging markets” for USA-NPN information should be considered?
 - How can USA-NPN gather the financial resources to accomplish its goals and objectives? Consider:
 - Are there unexplored sources of funding?
 - Are there appropriate funding strategies that have not been attempted?
- Break-out group discussions in individual rooms (90 min)

3:00 – 3:30 Break (30 min)

3:30 – 5:00 Break-out group reports and discussion (*CC Room 7970*)

- Round-robin reporting, each group gives one idea at a time without duplicating ideas that have already been presented.
- We will address each discussion category separately, including areas that need clarification.
- We will develop a suite of “emerging topics” that will define the topics for the breakout groups tomorrow morning.

6:30-8:30 **Guest speaker and supper**

- 6:30 p.m. **Welcome Program** (Carlos Santiago, Chancellor, UW-Milwaukee); *Hampton Inn Crystal Ballroom*
- 7:00 p.m. **Supper** (provided); *Hampton Inn Crystal Ballroom*

Day 2 – Wednesday September 22 – Planning for the Future

6:00 – 7:45 am Full Breakfast (provided for guests in *Hampton Inn Lobby*)

8:15 – 10:15 “Emerging Topics” (*CC Room 7970*)

- Introduction to goals and process, finalize emerging topics, Q & A, and form topical working groups (15 minutes)
 - Goals
 - Building on yesterdays break-out groups, identify emerging topical issues that need more detailed discussion or analysis
 - Break-out groups identify, describe and analyze particular topical issues
 - Process
 - Break-out groups: newly formed, self-identified, variable size
 - Organization: need facilitator and recorder/reporter for each group
 - Synthesize, prioritize and record ideas electronically
 - Questions for each topic include:
 - Please describe the emerging topic and how it should be considered by USA-NPN. How will addressing this issue advance the network or make it more sustainable?
 - What are the challenges and opportunities in adequately addressing this issue?
 - Is USA-NPN well positioned to handle this issue? If not, what should USA-NPN do to better address the issue?
 - What resources are needed to effectively address the issue, e.g. funding, capacity, expertise, data, and/or partners? Which organizations would likely be most interested in collaborating on this topic?
- Break-out group discussions in individual rooms (105 minutes)

10:15 – 10:45 Break (30 min)

10:45 – 12:00 Continue “Emerging Topics”

- Break-out groups report out (*CC Room 7970*)
- Discussion

12:00 – 1:15 Lunch provided – CC Room 7820 (75 min)

1:15 – 3:00 “The Organization Perspective: Needs, Contributions, and Collaborations”

- Introduction to goals and process, and Q & A (*CC Room 7970*) (15 minutes)
 - Goals
 - What does your organization need to conduct phenology-related activities? (e.g., what information, services, tools?)
 - Prioritize specific tasks and services
 - How could your organization contribute to and collaborate with the USA-NPN?

- How might USA-NPN collaborate and help improve a phenology-related project that is underway or being planned?
 - Process
 - Break-out groups – pre-assigned based on participant organization affiliation
 - Organization: need facilitator and recorder/reporter for each group
 - Synthesize, prioritize and record ideas electronically
 - Topics for discussion include:
 - What information, services, and tools do your organizations need from USA-NPN?
 - Please provide some context for each item and prioritize.
 - How can USA-NPN advance the work that you and others in your field are addressing collectively or collaboratively?
 - Consider a continuum of interactions between organizations: communication, coordination, and collaboration.
 - Define the level(s) of interaction you might expect between your organization(s) and USA-NPN
 - How could this be implemented?
- Break-out group discussions in individual rooms (90 minutes)

3:00 – 3:30 Break (30 min)

3:30 – 5:00 **Wrap ups and Concluding Remarks**

- Break out groups report out (*CC Room 7970*) (75 min)
- Discussion
- Summary (Leni Wilsmann) (10 min)
- Thank you (Jake Weltzin) (5 min)

ADDITIONAL INFORMATION FOR USA-NPN STAKEHOLDERS WORKSHOP PARTICIPANTS

Meeting web-site

- Workshop information (agenda, reading materials, presentations) are posted at <http://www.usanpn.org/rcn-2010>. The final workshop report will also be posted on the website when it is finalized.

Before the workshop

- All attendees are asked to spend 15-20 minutes visiting the web-page (www.usanpn.org) to become familiar with it and the on-line user interface Nature's Notebook (www.usanpn.org/how-observe)
- Workshop logistics materials will be posted at <http://www.usanpn.org/rcn-2010>. **Please download and/or print these materials, and bring them with you if you would like to have copies at the workshop.**
 - Agenda
 - Participant list
 - Reading packet
 - Fact sheet
 - Strategic plan – extracted with link to full document on web-site
 - Annual report for 2009
 - List of current partners and how USA-NPN interacts with them
 - The Wildlife Professional article highlighting the USA-NPN
- Participants may bring laptops to access USA-NPN and other websites, and to take notes during the break-out sessions.

Meals and refreshments

- Continental breakfast, Hampton Inn lobby, starting at 6 am each day
- Lunch provided each day, 12-1:15 in CC Room 7820. Please be sure to complete both your meal and any incidental business during this time period, as we'll reconvene promptly at 1:15 each day.
- Dinner provided on Tuesday, Crystal Ballroom, Hampton Inn, 6:30-8:30
- Coffee, tea, water and other light refreshments will be provided throughout the day in CC 7970

Planned products from workshop

- Report assessing progress of USA-NPN and providing recommendations for the future
- Condensed meeting summary published in topical journal (e.g., EOS or Bull Ecol Soc Am)
- Summary of workshop for the web-site

Workshop Steering Committee

- Jake Weltzin, USA-NPN, Workshop Chair and Executive Director, USA-NPN (jweltzin@usgs.gov; cell phone: 703-485-5138; 520-401-4932)
- Leni Wilsmann, Conservation Impact, Workshop Facilitator and Meeting Manager (leni@conservationimpact.com)
- Vivian Nolan, USGS, Workshop Rapporteur (vpnolan@usgs.gov)
- Mark Schwartz, Workshop Local Host and Chair, USA-NPN Board of Directors (mds@uwm.edu)
- Theresa Algots, Administrative Assistant (algots@email.arizona.edu)