

BIISC Meeting Minutes
September 20, 2006
9:00 a.m. – 12:15 p.m.

Attendees: Julie Leialoha (BIISC), Laura Nelson (TNC), Jim Jacobi (USGS/BRD), Debbie Hansen (BIISC), Mike Robinson (DHHL), Earlene Wilson (BIISC), Lloyd Loope (NPS-HALE), Rhonda Loh (NPS-HAVO), Jean Franklin (BIISC), Kim Tavares (NPS-HAVO), Linda Pratt (USGS/BRD), Mindy Wilkinson (DLNR), Pat Conant (HDOA), Anne Marie LaRosa (FS), Julie Denslow (FS), Mick Castillo (Community), Joan Yoshioka (IM-HAVO) and Leslie Hay-Smith (IM-HAVO).

1. BIISC Updates

Our new Administrative Assistant is Debbie Hansen and new Outreach Coordinator is Diana Greenough. We have approval for a new Field Crew leader and 3 assistants.

Proposed staff additions for discussion: a) changing temporary data position to regular hire-Coqui GIS Data Technician; b) data assistant position to assist with database entry; c) Little Fire Ant coordinator hired with BIISC funds directed by HDOA Pat Conant. Estimated budget to carry this position through April 2007 is \$50,000. Open for discussion – need viable candidates. Position Lloyd Loope helped create years ago. DLNR rejuvenating to fill in gap.

Planned Projects

Currently BIISC has one crew member that is being loaned out to assist on multiple partnership projects (e.g. County of Hawaii coqui crew, NARS projects, LFA et.al.). The Maui crew will be over for 10 days beginning Oct. 18th to assist with miconia control in the Puna district, Coqui at Kalopa State Park and possibly a joint fountain grass effort with NPS. We hope to have crew on by Nov. 1st. A key supervisor position remains vacant at this time due to unqualified applicants, but recruitment remains continuous until the position is filled.

Budget

Spreadsheet was given out displaying actual expenditures as of 8/31/06 and planned projections through Nov. 30th. Estimated balance available is \$507,652.25.

Discussion followed for early detection program. BIISC '05 Forest Service account will be depleted by 11/15 as the OISC crew will be placed on FS account. Could possibly be some dollars available from CAPS program. Need to prevent overlap. Typically federal targets are tied to CAPS that are primarily agricultural.

2. Broader Topic

Need new BIISC Committee Leadership. Laura Nelson and Anne Marie LaRosa have other things to do and need to step down. They have carried on in leadership positions long enough. Julie doing a fine job with paid staff.

Suggestion to shift from general meeting to meet 6 times per year with specific topics. Make them working meetings with an agenda. What do you want to accomplish. One meeting per year held on the Kona side. Focus on one issue at a time. Someone needs to step up to take on the lead.

Invasive species DLNR proposed creating 5 new positions. Each would have specific expertise and travel island wide. Mindy proposed for upcoming year but was not approved until 2009. Hoped to have positions on by the end of calendar year 2008.

Looking for suggestions for Committee Chair. Only five organizations have returned MOU signed. Malama O Puna is one of the five. Executive committee consists of former, past and present chair and exists to help with workload and support Julie.

Committee and chair are two different things. Jim Jacobi willing to continue as committee but not enough time for Chair. What are the duties of the Chair? Clarify what responsibilities are and distinction between paid staff and committee.

Anne Marie LaRosa – the committee identifies island wide problems and solutions. New Chair should focus on this.

Julie's program – implementation, committee is more technical. Implementation more of what everyone is doing coordinated. Focus on getting machine working and up and running. Key positions we have yet to fill. Executive committee provides quick response to needs of Julie's program.

Chair provides support, running interference, etc. Separate out instead of Chair. Local point of contact. Split duties – if something comes up who is Julie to call?

Other ideas – Roger or Lisa (if its not Chair) may be interested

Key function of Chair – supervisory

Who are signee's of MOU – FS, NPS, TNC, Malama O Puna, USGS?

MOU says obligation to send representatives to meetings and decision making.

Where are we right now – smaller group? Julie needs point of contact, supervisor.

Next step talk to Roger to see if he would be that point of contact. Who will approach him? Julie/Anne Marie. (Follow up discussion took place with Roger Imoto and Lisa Hadway by Julie and Mindy). Roger agreed to fill that support role as the local point of contact while BIISC continues to explore potential options for a more permanent solution.)

Schedule meeting for early December. Topic: Early Detection/Rapid Response – is it up and running (see below).

Key positions yet to be filled– BIISC Field Supervisor

Committee agreed to proposed positions: Coqui GIS Technician, Data Assistant and LFA Technician for Pat Conant.

Move for a vote of appreciation for Laura and Anne Marie.

Laura will be shifting into an advisory role.

3. Early Detection/Rapid Response – prefer to go contract. Julie met with Linda Hara and David Duffy regarding contract language. Very important to describe deliverables for payment, payment dates, timeframes for delivery. When describing scope of work need to discuss deliverables.

Floor open – Mick Castillo here as potential contractor, wearing two hats.

Two contracts – Early Detection/Target Species. Target all 49 species from list or select 12? Keep early detection as broad as possible. List is close to final – capacity to bring in additional species as discovered. List is fine for start – gratuitous option. Limits/bounds of detection surveys – next step develop species models. Get together at some point to go through each species. Suggest next week or two Julie/Jean go up to Jim Jacobi's office to review base layers and run models.

Alex/Danielle – Bishop Museum – part of contract for early detection on Oahu. Another RTBG – organized early roadside detection project. Just getting started – not sure how well it is working or which one is the most recommendable. Need person on Big Island to process collections, taking samples, labeling. Labeling should be done by the person doing the collections then there is mounting and identifying.

Role of crew going out doing early detection or just rapid response? General consensus was for crew to act on rapid response. Technicians one other issue – we may want to have broader collections than Bishop Museum. YES we need a person from BI. Tap into Bishop Museum resources. Forrest suggested George Staples. Agree document/voucher – conceptual scope of areas to be surveyed: roadsides/nurseries

Broader – Tipping Stations

Two lists: Species and Areas – defining geographic boundaries.

Need to look at both – key question how do we get it going? Surveys conducted/implementation at the same time? Develop Models? Fast as possible with statewide distribution.

Weed Risk Assessment – how do you get it on the list and deal with it? Part of information gathering. Another tool to help prioritize.

USFS modeling – GARP Range prediction – pretty broad targeting areas to search – pretty rough. Focus in high risk areas – tipping stations, nurseries, places where people dump their yard waste.

Too broad – Incipient surveys step before modeling.

Shift into what vehicle is going to look like, focus – cost, identify deliverables, expertise, daily updates.

2 teams of 2 one in Hilo one in Kona suggested team model (Forest).

Botanical Gardens/Accessible roads only – triage of locations – electronic data.

Middle step – layout area and survey range- finding a road is one thing – Interviews.

1) Search 2) Map 3) Action – prioritize species, what is on search list? How do we get unknowns identified in timely manner? Backup to list that we have – contract for survey of ones on this list. DLNR/Bishop Museum has a contract – surveys help with ID.

Scope of Work for Early Detection Contract:

1. Search
2. Map

Critical Step: Decision making process on rapid response. Some species need to be worked on very quickly.

Deliverables for Contract:

1. Compile known information
2. Conduct Surveys:
 - Drive all roads, intersections, hunting check stations
 - Visit all nurseries, botanical gardens
 - Transfer stations, dumps, green waste
 - Ports, Etc
 - Soil and cinder base yards
3. Deliver GIS files, data, maps
4. Hold expert interviews with Botanists and Land Managers
5. Provide Weekly Updates

BIISC – Build capacity for ID specimen/collection

Expand hotline/Increase PR

Need to provide data forms/data base – GIS (Jean) work with team on data standards.

When incipient found:

- Additional survey and map
 - Need Private land access (BIISC)
 - BIISC Crew? Contract?

Coordinated rapid response.

Early Detection/Rapid Response as part of the contract?

Geographic scope for contract? Site led species – suggest breaking up Big Island into zones. Two phases: 2 teams of 2, 1 East and 1 West. Finalize phase 1 then approach phase 2. Determine scope of work using GIS: Miles of Road Driven, QAQC done on it. Sites such as nurseries.

What are they going to do: GPS on enter?

Need to provide data forms: Index blocks.

Suggest small committee to develop:

Geographic Component of Scope of Work

Make use of patterns identified

Jean provide info from GIS

How should we prioritize?

1. Botanical Gardens
2. Nurseries
3. Roads

Get all species on table as soon as you can.

Decide on time and group to define scope of contract. Group will be Jim Jacobi, Julie Denslow, Jean Franklin, Julie Leialoha and Forrest Kim. Meeting scheduled for October 2 at 9:00 a.m. at the Forest Service Bldg. Julie Denslow will follow up and let everyone know if FS bldg. is available.

Phase 1 – Botanical Gardens/Nurseries

Phase 2 – Roads/Transfer stations/Etc.

Purpose of creating species list, set of recommendations comes back to committee.

To start Discovery – Existing information and new information from Botanical Gardens/Nurseries.

Will be putting out an RFP – prioritize areas to survey with specific list of tasks so contractor can determine costs for field crew i.e. vehicles, travel, skills. Suggest range: 100 – 500 miles to enable flexibility with budget. Ask for bid based on unit cost.