

Center for Invasive Species Management
Steering Committee Meeting – Conference Call
MEETING MINUTES
Thursday, July 18, 2013

9:00 - 10:00 am PST; 10:00 - 11:00 am MST; 11:00 am - Noon CST; Noon - 1:00 pm EST

DRAFT 7/24/2013

Liz Galli-Noble facilitated the meeting and compiled the meeting minutes.

Meeting Participants

Steering Committee Members:

Dr. Lars Anderson (UC, CA),
Larry Beneker (BIA, MT)
Dave Burch (MDA, MT)
Mike Ielmini (USFS, DC)
Gina Ramos (BLM, DC)
Dr. Eileen Ryce (FWP, MT)
Dr. Roger Sheley (ARS, OR)
Dr. Tracy Sterling (*ex officio*) MSU

CISM Staff:

Liz Galli-Noble
Scott Bockness
Kim Goodwin
Emily Rindos
Kitty Weiss

Absent:

Andrew Canham (Private landowner and MRWC, SD), Amy Ferriter (CPS, ID), Virgil Dupuis (SKC, MT), and Sheilah Kennedy (Industry, WA).

1. Introductions

Liz Galli-Noble did a roll call of the meeting participants (stated above). She went over the agenda (*Attachment A*) and also announced that this meeting would be held to one hour (or so) at the request of several Steering Committee members.

2. CISM Steering Committee Changes (see *Attachment B* for updated Steering Committee member list).

Liz Galli-Noble covered the following Steering Committee membership changes:

- Welcome and thank you to **Dave Burch**, who has agreed to join the Steering Committee. His three-year term as the State Agency (2) Representative will begin in spring 2013. He is representing the Montana Department of Agriculture.
- Thanks also to **Lars Anderson**, **Andrew Canham**, and **Eileen Ryce**, all of whom have agreed to do a second, three-year term on the Steering Committee.

Liz Galli-Noble then asked the Steering Committee members if they wanted to **elect a Chair**. The consensus was that they did not wish to do so at this time.

3. Minor Edits to the April 14, 2010 Version of the Bylaws

Liz Galli-Noble made proposed edits to the April 14, 2010 version of the CISM Bylaws (*Attachment C*) and sent them out to the Steering Committee for review prior to this meeting.

At this meeting she then asked the Steering Committee members to comment on those edits.

Lars Anderson suggested adding the words “organization” and “organizations” in addition to “agency representatives,” on Lines 3 and 4 of Section II. Steering Committee, C. Appointment.

No other suggested edits were made.

MOTION: Lars Anderson made a motion to approve the proposed edits to the CISM Bylaws as written and discussed. Gina Ramos seconded the motion. The motion was

approved unanimously by the Steering Committee members (see *Attachment D* for approved July 18, 2013 version of the CISM Bylaws).

4. CISM Financial Update

Liz Galli-Noble sent a CISM financial summary to the Steering Committee members prior to this meeting (*Attachment E*).

Note: In response to a question asked by Gina Ramos later in this meeting, Liz added an additional Page 5 to this handout, which provided CISM Program Costs including the Director's salary and benefits.

Rather than going over the Financial Summary handout, Liz instead directed meeting participants to review the financial summary table on Pages 3 and 4 of the 7-15-2013 Draft CISM Transition Plan (*Attachment F*), which she briefly reviewed. This is a plan in progress. Things will be adjusted as the Steering Committee discusses this transition over the next few months.

5. CISM Director's Resignation (September 30, 2013) and CISM Transition Plan

Liz Galli-Noble gave a brief summary of the situation. She submitted her letter of resignation to Dr. Sterling on July 9, 2013, giving approximately three-months notice; her final day at CISM will be September 30, 2013. She reiterated that CISM will not be closing its doors for at least one more year; this is because there is currently enough money to fund her core staff of Emily Rindos, Kitty Weiss and Scott Bockness (and hopefully some for Kim Goodwin, as well) through October 1, 2014.

Discussion:

Mike Ielmini – Thank you, Liz. I hope collectively we agree, from an organizational standpoint and managerial standpoint, and your ability to focus and keep track of things in such fine detail has been an asset to the Center over the years. And I think also your general management skills and ability to do everything from reaching out and finding new partners and bringing in money, (which has been phenomenal), to your ability to network within the entire U.S., not just the city limits of Bozeman, and your frugality (constantly focusing on efficacy over the years) has really been an asset to the nation. Your leadership has been an asset to everybody because we all struggle with financial limitations. So thanks for that.

To our group here, as a Steering Committee, what do you all think about a new approach to sustainability, and what the university might see as the future for new leadership for this group?

Lars Anderson – I echo your comments that Liz's skills and effectiveness have been tremendous. It's a shame that we have not been able to get this money into the budget to maintain her position. I would like to address two things. We might not be able to discuss this all today, but I would like to delve into discussion between the University and the Center, and to see if we can't get this to work a little better. I am a bit naïve about all the details regarding this; and maybe it's an impossible thing to change, but I hope not.

Secondly, we need to develop an interim plan that has to do with the Center's management and address the need for an interim director, or acting director; who, we among ourselves or on the campus, appoint or suggest. We need to move forward with some structure in order to raise more money.

Mike Ielmini – I completely agree with that Lars.

Tracy Sterling – Thank you, Liz. I also echo Mike's and Lars' comments. You have been an outstanding leader for the Center and it couldn't be where it is today without your assistance and leadership. It was an earmark program and the transition to soft-money funding was very difficult, but Liz made it happen. But this last year or two have been very tough for a lot of people and their inability to garner outside monies. Liz carried this out with much honor and savvy. I have very high regard for you, Liz, and I am sad that this has turned out this way.

The university is unable to fund the Center, as it's a regional project/Center. Liz did the heroic and tried to get university funding, but the MSU Budget Council did not view that as something that the university should take on. Just to explain that particular grant that she was working toward.

In terms of the IDCs, at the same time as when Liz came on, the university really changed up how IDC funds were distributed. Until that time, IDCs were distributed at 9% to every PI or Center; then in 2008, MSU tightened its belt and only trickled in some monies. I have been able to route some of those funds to the Center in the last year or two. I would like the transition plan to recognize that the university has been very supportive in terms of space and accounting and legal services.

In terms of what we do next, I like Lars' plan (his two points) that we have that discussion.

Mike Ielmini – Do we need to have an initial discussion with the university, dialoging about their vision for the future of the Center, irrespective of the funding limitations? Do they have a view or not about what role the university plays in weed or invasive species management in the nation or even in Montana. What role do they see a Center, based out of the university, playing? That is a basic question that I have. Beyond that, I think having a dialog like Lars mentioned is a good idea: how do we, as a steering committee, address the future of the Center, with or without MSU's involvement?

Tracy Sterling – That's a difficult conversation. The university supports the Center and its goals, but unless there is a money stream, it cannot take that on. That was evident from the MSU Budget Council's vote and also from the Dean, asking that we create a sustainable plan for the Center's sunsetting, which was an unfortunate and difficult thing to hear. But unless there is a large infusion of money, it's really a very difficult thing for the university to take on.

Lars Anderson – Tracy, do you think there is anything beneficial or possible about talking about multiple universities or a multiple states' consortium that would pull in funding as a group, rather than depending on one entity? The Center serves a lot of folks in the West and nationally. I am thinking about a different model, so that it is not a burden on one particular university. There would be multiple sources of funding outlined through an MOU.

Tracy Sterling – I believe that that would be the best solution for future success. We have to change the model.

Mike Ielmini – Are you talking about base funding, Tracy?

Tracy Sterling – Yes. Liz has led an effort to try and garner those types of funds from regional sources such as the Departments of Agriculture, the Healthy Habitats Coalition, and federal sources (FICMNEW) as well. As far as I understand it, those are have all been dead ends.

Mike Ielmini – Along the lines of what Lars is suggesting—a multiple university effort through an MOU—it would be easier for people to handle. The burden would not fall on one, single university. The question is: what steps has MSU taken to lead in the development of that type of coalition? Or has that been placed solely on the shoulders of the CISM staff and this Steering Committee? I think that this effort would be the role of MSU and not the Center. They should take the lead in networking with other universities around the nation, particularly regarding weed or invasive species management and the agricultural arena. The university would take on the job of building partnerships.

Tracy Sterling – I guess I would have to disagree. The Center is a regional center, and was developed for a regional goal. It has always been that. It has MSU's support; but MSU is not going to take on the burden of finding funding for the Center. That is what the Center's job is. This is true for several centers housed at MSU. That is how our model works. Finding funding is their responsibility; although, the institution would be willing to state its support for funding the Center.

Mike Ielmini – So is the funding coming to the Center or to the university?

Tracy Sterling – Just like for any PI on campus, the grants come to the PI, but the funding moves through the institution.

Mike Ielmini – So the money that the Center is raising, which has been in the millions over the years, is coming through the university to have the Center conduct the business that was awarded by the funders? And the customers who are asking for that support are getting their products from the Center, but through the university?

Tracy Sterling – Yes. I understand. That was the same situation when the Center was receiving funding through the earmark. The institution was fully behind that. But once that earmark stopped, it was much harder to find those pots of money.

Mike Ielmini – Yes, we are all in the same boat with that; the whole country is.

What I am trying to suggest here is the idea that, if we are going to continue to house the Center at MSU in Bozeman, the university should be taking an administrative/oversight role in this situation. That would lead me to believe that MSU would play a significant role in building partnerships with other universities for a Center, which it currently leads.

And I don't disagree that the Center has been a key part of raising the money that has been brought in. And I am assuming that 100% of that funding went straight to conducting those grant-funded projects and none of it went to the university.

In any other situation that I have experienced the parent university helped. I have worked with lots of centers and helped establish the center at the University of Georgia—initially discussing this with the College of Agriculture and forestry community there. We had this discussion years ago; about the importance of networking and collaboration, and how the dean at that school felt that that was their role in building relationships with their colleagues and counterparts at other universities. So that the center housed at their university would function more efficiently and building that partnership as strong as they could. So I am only suggesting that if Lars is on the right track here, with a multi-university approach, that we would ask whatever universities that get involved for somebody at that level to get involved to help build those partnerships; so that it's not put on the backs of CISM staff, who are also trying to conduct project work.

Lars Anderson – I think that that is true. And I think that what will help a great deal is during our next meeting, if we want to go down that path, is to try to flesh out an outline of the steps that this would take. Then we would have something that we could bring to dean, or whoever it should go to at MSU. Also, there probably already exists, we need to come up with a proposed plan that includes this networking idea, and then pitch that to MSU to see if they can help out and how they can help out.

Roger Sheley – Perhaps I can provide a little historical context regarding this discussion. Because I am hearing things that have already been tried, and that many of the barriers associated with what you are describing, and many attempts have already been made. They are part of the original conception of the Center. I don't disagree that this is the model that you want to have.

The first thing I know is that the university's budgeted programs are all fully budgeted; they do not have any additional money to do anything. And when that money came into the university through an earmark, it was entirely based upon the Center being an entirely independent, self-perpetuating program that simultaneously did things and worked toward long-term funding; which of course, they have been trying to do.

The idea that you are going to get help from the university (faculty or staff), or even the university in bringing other universities together, has huge problems. This is because universities work heavily off of IDCs and when they start trying to do cross-state types of things they are very complicated by who is going to get IDCs ; and if there are no IDCs involved, there is huge reluctance to have the program integrated. That is one of the dysfunctions of our state-by-state types of programs; but it's so realistic that it will end up being an impediment to being able to do that.

Now, that does not mean that you can't get people to participate and to work together. But to get it done at the university or even at the college level, to me, is what we tried to do at the very beginning. The arm wrestling over who was going to get the Center was very strong. Establishing the Center was only being discussed and the arm wrestling over where it was going to be housed and who would get the IDCs was so strong that it impeded the ability to use a multi-university type model. This is why we went back to (Montana) Senator Conrad Burns and he provided the funding for it.

So, I just wanted to provide a little of that historic context, because I am confident that what you are talking about is what everyone wanted and everyone thought that this is what we should do. But the problem is actually implementing it; there are huge limitations. So you want to be very careful. I don't think that you will get the university to help do it; and I don't think that you will get other universities to help do it. But at the Center level, to get universities involved and working together, that is totally doable; but at the university or college level, in my view, is not going to happen.

Lars Anderson – Thanks, Roger. I appreciate the reality check there. It makes me think that maybe the model needs to be elevated to make it work. There is a Western Governors Association and conference; a lot of things happen at that level that make things happen at the state level. Maybe part of our strategy is to look into that possibility, where you get above the fray and try to make the case for something that is going to benefit all of the western states. The good thing about this is that the Western Governors Association has been more and more attuned to invasive species problems in the last five years.

Mike Ielmini – I think that's true and Roger made some very good points. Maybe it's a matter of perspective and scale. There's some of this that works very well using an interuniversity approach with multiple players involved, and there are pieces of it where you can only have it handled by one university. You cannot have multiple universities providing legal support or housing. You will have to decide on a specific entity to provide those things. Or perhaps the whole thing could be done virtually and not housed on a campus at all.

This is right down the alley of what universities and centers are good at, compared to state and federal agencies—we don't do this kind of stuff. We might support it, but we don't do these things as well as universities do.

I have seen other models—which are not necessarily related to invasive species—that are working extremely well. So I am suggesting that we think a little harder about this situation, look at some other models or other options, and work outside of our box. It has been a long time since the Center started and maybe some things have changed. Perhaps the model at MSU is not the best model to use. Maybe our Steering Committee needs to start visiting that issue a little bit more closely.

My hope is to continue having the Center. I am not sure how you define the Center as regional. I know what some of the original takes were on the Center, but things have changed. The whole invasive species arena has changed and grown by leaps and bounds. Most jurisdictional boundaries are gone; it's not just about weeds anymore; it's almost always now about all taxa; and we are interacting from the state to federal to international level all the time. Things have evolved a great deal over the past 12 years; maybe it's time to rethink this.

Gina Ramos – If the federal agencies that use the Center's services had been able to provide funding, however small that amount might be (just a couple thousand dollars per year), that would have provided some base funding and helped sustain the Center. We certainly use the Center. As I explained in the past, when the Center was first formed, my mandate was that the pass through funding was there to get the Center on its feet. To get it going until it found grant funding to then sustain it. But what's happened in these past few years is that it has become tougher and tougher to secure that grant funding. I think that if the BLM and other DOI agencies had provided a small amount of base funding (even \$2,500) that would have at least provided for some of the basic needs of the Center. But FY14 is hitting everyone hard, and really, I think that it may be too late.

Dave Burch – What we tried to do with the last conference call with the FICMNEW group (held on February 28, 2013) was to get those people (the federal agencies) on board; and only having four

agencies participate in the meeting and then two or three of them leaving half way through it, I think that shows where their support lies. From the state perspective, we have done the same thing through the Missouri River Watershed Coalition (MRWC)—trying to get those states (other than Montana and Wyoming) to provide funding for the Center and the MRWC; and we have been unsuccessful there too. So I think everyone is in the same situation here. In hindsight, it would have been a good idea from the start to have everyone sign an MOU to help support the Center monetarily, at some level. It would not have had to be a great deal of money. If everyone had contributed a couple thousand dollars annually, we would not be in this situation right now. Although, I agree with Gina that I don't know if that's possible now, with everything that has happened and the current funding situation. I know in my (Montana Department of Agriculture's) situation, I can still provide a small amount of funding for the MRWC (which CISM coordinates), but how federal budgets are settled this year will determine if that can continue. I think that a lot of questions need to be answered. I don't think that it is the university's obligation solely to help; this is a regional center. They can be a part of the solution, but to put it back on them alone it not going to work. Especially given Dean Jacobsen's comments, and knowing what Roger knows and shared with us, I just don't see that being a viable option either.

Liz Galli-Noble – I just wanted to interject here that you all have a full 12 months to deal with this issue. The Center is fully funded, without me, for the next ~14 months. So these ideas: signing an MOU, a multiple university approach, etc., may be possible to implement. Now is the time to start these discussions and hopefully to find a workable model. By stepping away, with sufficient short-term funding, I have bought you some time to think about this. That is what I am trying to do here—to make this a somewhat positive situation, because the Center is not immediately closing its doors. We are not in crisis. There are still a lot of people who need our services, and thankfully a few of those people have enough funding to keep us afloat for the next year. I am hoping that my resignation will provide the catalyst to wake people up a bit and start this discussion. We have an opportunity here to fix the problem.

Gina Ramos – What is the actual base cost to fund the Center say in FY15?

Liz Galli-Noble – I have provided those costs on page 4 and 5 of the Financial Summary handout (*Attachment E*). Not including paying the Director's salary and benefits the amount is ~\$185,000. Including paying the Director's salary and benefits the amount is ~\$268,500. (*Note: Liz added the figures on page 5 for clarity.*)

Lars Anderson – We really do need a director. So we are looking at ~\$250,000 to \$275,000 for base expenses to run the Center.

I just wanted to point out that on the Western Governors Association website they have posted their work plan regarding invasive species and their staff bios; they have two staff. I am going to contact them and ask them what progress they are making on implementing their goals. I am curious how they are progressing because they have some very specific goals for invasive species, which includes partnership across states, by the way.

Given the time, I think that we should set up our next meeting date.

6. Schedule Next Steering Committee Meeting

The next CISM Steering Committee meeting will be held in August. Liz Galli-Noble was asked to immediately send out a Doodle to get that date and time on everyone's calendars.

The meeting was adjourned at 11:00 am.

**Center for Invasive Species Management
Steering Committee Meeting**

AGENDA

Thursday, July 18, 2013

9:00 - 11:00 am PST

10:00 am - Noon MST

11:00 am - 1:00 pm CST

Noon - 2:00 pm EST

**Note: We may not need the full two hours reserved for this meeting.
Liz Galli-Noble will facilitate this meeting.*

1. Introductions and Meeting Overview (2 minutes)

Liz Galli-Noble

2. CISM Steering Committee Changes (10 minutes)

- **Dave Burch** will begin his first, three-year term as the State Agency (2) Representative on the Steering Committee. He is representing the Montana Department of Agriculture.
- **Lars Anderson, Andrew Canham, and Eileen Ryce** all have agreed to do a second, three-year term on the Steering Committee.
- Do you wish to **elect a Chair** for the Steering Committee?

3. Edit and Approve Minor Edits to the April 2010 Version of the Bylaws (10 minutes)

**Vote required.*

4. CISM Financial Update (10 minutes)

Liz Galli-Noble

**5. CISM Director Galli-Noble's Resignation (September 30, 2013)
Transition Plan for CISM**

Where do we go from here?

- Not enough funding available to support CISM Director position
- Other core CISM staff fully funded through 10/2014
- Weed Prevention program?
- Continue the implementation a funding program and develop an interagency support system for CISM?

6. Schedule Next Steering Committee Meeting.

7. Adjourn.

CENTER FOR INVASIVE SPECIES MANAGEMENT

Steering Committee

July 2013

Bureau of Land Management

Gina Ramos - *1st term: Fall 2012-2015*
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Other Federal Agency Representative

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Industry 1 Representative

Sheilah Kennedy - *1st term: Fall 2010-2013*
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Industry 2 Representative

Amy Ferriter - *1st term: Fall 2011-2014*
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Private Landowner - South Dakota

Andrew Canham - *2nd term: Spring 2013-2016*
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State Agency 1 Representative

Dr. Eileen Ryce - *2nd term: Spring 2013-2016*
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State Agency 2 Representative

Dave Burch - *1st term: Spring 2013-2016*
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Tribal/Extension Representative

Virgil Dupuis - *1st term: Fall 2011-2014*
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BIA Representative

Larry Beneker - *1st term: Fall 2011-2014*
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Conservation Group Representative

Dr. Lars Anderson - *2nd term: Spring 2013-2016*
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University Representative

Montana State University (ex officio)
Dr. Tracy Sterling, Department Head (*August 2009*)
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Approved: April 14, 2010

Suggested Edits: July 2013

Suggested Edits made by Lars Anderson on 7-18-2013



Center for Invasive Species Management

Center for Invasive **Plant Species** Management BYLAWS **2010 2013**

I. MISSION

The mission of the Center for Invasive **Plant Species** Management (CISM) is to promote proactive, ecologically sound management of invasive **species** in western North America by sponsoring research, conducting public education, and facilitating collaboration and communication among researchers, educators, policy makers, natural resource managers and the concerned public.

II. STEERING COMMITTEE

A. Representation – Steering Committee members shall represent diverse geographical areas, constituencies, and approaches to natural resource management from throughout western North America. The Steering Committee shall have up to 15 members (from a broad spectrum of representatives including but not limited to: universities, tribes, state agencies, federal agencies, Industry, conservation organizations, and private landowners), plus the Montana State University/Land Resources and Environmental Sciences Department Head (*ex officio*). As the two foundational federal agencies that helped to initiate and continue to support the Center, USDI Bureau of Land Management and USDA Forest Service representatives will always hold two of the 15 Steering Committee member appointments.

B. Terms of Office – Steering Committee members shall be elected for three-year terms with the opportunity for re-election for an additional three-year term. Terms of office commence on membership start date.

C. Appointment – Steering Committee members shall be appointed by the CISM Director in consultation with current Steering Committee members. The participation of agency/**organization** representatives must be approved by the agencies/**organizations** that they represent.

D. Officers – Steering Committee members may elect among themselves a Chair to help facilitate decision-making and get quorum decisions from the Steering Committee, and to run Steering Committee meetings. The Chair may serve a two-year term with a **spring or** fall election.

E. Voting – Proposals and initiatives will be recommended for approval with a positive vote of two-thirds of the Steering Committee, working toward consensus. Votes may be registered in person, by phone, by e-mail, or in writing. Votes may be conducted via e-mail/fax between meetings.

F. Expectations – Steering Committee members shall advise the CISM Director and the LRES Department Head; participate in semi-annual Steering Committee meetings; advocate CISM programs; identify new partnership opportunities; and support funding existing and new initiatives.

G. Conflict of Interest – Steering Committee members shall abstain from voting on issues or providing direction that directly affects their financial or legal standing personally or professionally.

III. MEETINGS

A. Time – **If possible, one** in-person meeting of the Steering Committee will be held in the fall and conference call meetings will be held as needed.

B. Notification – Steering Committee members will be notified at least 30 days in advance of meetings.

C. Quorum – A quorum shall consist of two-thirds of the voting Steering Committee members.

IV. DECISION-MAKING

A. Long-term decisions – The entire Steering Committee shall be solicited for their advice and votes on issues regarding long-term vision and planning for CISM, as well as programmatic focus and financial support.

B. Immediate decisions – The Center Director shall have the authority to make day-to-day decisions, hire staff, and act in the best interests of CISM when immediate action is required.

V. COMMITTEES

A. The Steering Committee may form subcommittees as needed.

B. Science Advisory Council (SAC) shall: 1) function as a regional, scientific sounding board for the CISM – providing scientific guidance and oversight, and helping identify emerging research/management needs; 2) assist CISM in building regional technology transfer, education and research consortia that strategically address invasive plant issues; 3) serve as a review panel for CISM's research grant program, when the program is active; and 4) provide specific grant writing advice to the CISM as requested. Five or six members shall be appointed by the CISM Director for two-year terms.

Note: The SAC was dissolved in 2012.

C. The Education Advisory Committee shall: 1) advise the CISM Assistant Director for Outreach and Education on the informational needs of educators/land managers who work on invasive plant issues; and 2) review and advise in the development of educational materials and programs produced by CISM. Members shall be appointed by the Director for two-year terms.

VI. CENTER DIRECTOR

A. Hiring and Dismissal – The Steering Committee, in partnership with Montana State University, shall select, interview, and hire the Center Director. The LRES Department Head shall be the hiring authority and lead the search process. The LRES Department Head shall provide direct oversight of the Director as far as university policies, office space, grants and contracts, personnel, and administration. The Steering Committee, according to MSU policies and procedures, may recommend termination of the Director to the LRES Department Head.

B. Responsibilities – The Center Director shall: conduct semi-annual Steering Committee meetings; communicate regularly with and follow the intent of the Steering Committee; facilitate collaboration among researchers, educators, and land managers to restore, maintain, and protect healthy ecosystems by managing invasive weeds; coordinate CISM research and education activities; negotiate agreements; generate funding; manage personnel and budgets; and facilitate correspondence among all interested regional and national partners.

C. Oversight – The Center Director is responsible to his/her LRES Department Head and to the CISM Steering Committee. Written annual reports, including financial reports, shall be provided by the Director to Steering Committee members and the LRES Department Head, as well as to Center funders.

D. Other staff – With justification provided to the CISM Steering Committee and LRES Department Head, the Center Director may hire and terminate CISM staff as needed.

VII. RELATIONSHIP WITH MONTANA STATE UNIVERSITY

A. Partnership – Montana State University will support CISM by providing office space and facilities, janitorial services, administration (personnel, grants and contracts, fund administration), legal advice, purchasing agreements, computer network services, and other benefits and services associated with the university.

B. Funding – As established with other MSU centers and institutes, MSU upper administration may fund with broad earmarks to MSU-CISM high-priority university programs that complement and support CISM activities, provided that the allocation does not impinge on CISM's historical baseline funding. Plans for and outcomes of

that funding will be reported to the Steering Committee. The MSU LRES Department Head will communicate with the Steering Committee concerning such funding.

VIII. BYLAWS

- A. Changing – Bylaws may be added, amended, or deleted with a two-thirds vote of the entire Steering Committee, either in writing or in person.
- B. Notification – Proposed bylaws changes shall be provided to Steering Committee members in writing at least 30 days preceding the vote.



Center for Invasive Species Management

Center for Invasive Species Management BYLAWS 2013

I. MISSION

The mission of the Center for Invasive Species Management (CISM) is to promote proactive, ecologically sound management of invasive species in western North America by sponsoring research, conducting public education, and facilitating collaboration and communication among researchers, educators, policy makers, natural resource managers and the concerned public.

II. STEERING COMMITTEE

A. Representation – Steering Committee members shall represent diverse geographical areas, constituencies, and approaches to natural resource management from throughout western North America. The Steering Committee shall have up to 15 members (from a broad spectrum of representatives including but not limited to: universities, tribes, state agencies, federal agencies, Industry, conservation organizations, and private landowners), plus the Montana State University/Land Resources and Environmental Sciences Department Head (*ex officio*). As the two foundational federal agencies that helped to initiate and continue to support the Center, USDI Bureau of Land Management and USDA Forest Service representatives will always hold two of the 15 Steering Committee member appointments.

B. Terms of Office – Steering Committee members shall be elected for three-year terms with the opportunity for re-election for an additional three-year term. Terms of office commence on membership start date.

C. Appointment – Steering Committee members shall be appointed by the CISM Director in consultation with current Steering Committee members. The participation of agency/organization representatives must be approved by the agencies/organizations that they represent.

D. Officers – Steering Committee members may elect among themselves a Chair to help facilitate decision-making and get quorum decisions from the Steering Committee, and to run Steering Committee meetings. The Chair may serve a two-year term with a spring or fall election.

E. Voting – Proposals and initiatives will be recommended for approval with a positive vote of two-thirds of the Steering Committee, working toward consensus.

Votes may be registered in person, by phone, by e-mail, or in writing. Votes may be conducted via e-mail/fax between meetings.

F. Expectations – Steering Committee members shall advise the CISM Director and the LRES Department Head; participate in semi-annual Steering Committee meetings; advocate CISM programs; identify new partnership opportunities; and support funding existing and new initiatives.

G. Conflict of Interest – Steering Committee members shall abstain from voting on issues or providing direction that directly affects their financial or legal standing personally or professionally.

III. MEETINGS

A. Time – If possible, one in-person meeting of the Steering Committee will be held in the fall and conference call meetings will be held as needed.

B. Notification – Steering Committee members will be notified at least 30 days in advance of meetings.

C. Quorum – A quorum shall consist of two-thirds of the voting Steering Committee members.

IV. DECISION-MAKING

A. Long-term decisions – The entire Steering Committee shall be solicited for their advice and votes on issues regarding long-term vision and planning for CISM, as well as programmatic focus and financial support.

B. Immediate decisions – The Center Director shall have the authority to make day-to-day decisions, hire staff, and act in the best interests of CISM when immediate action is required.

V. COMMITTEES

A. The Steering Committee may form subcommittees as needed.

B. The Education Advisory Committee shall: 1) advise the CISM on the informational needs of educators/land managers who work on invasive plant issues; and 2) review and advise in the development of educational materials and programs produced by CISM. Members shall be appointed by the Director for two-year terms.

VI. CENTER DIRECTOR

A. Hiring and Dismissal – The Steering Committee, in partnership with Montana State University, shall select, interview, and hire the Center Director. The LRES Department Head shall be the hiring authority and lead the search process. The

LRES Department Head shall provide direct oversight of the Director as far as university policies, office space, grants and contracts, personnel, and administration. The Steering Committee, according to MSU policies and procedures, may recommend termination of the Director to the LRES Department Head.

B. Responsibilities – The Center Director shall: conduct Steering Committee meetings; communicate regularly with and follow the intent of the Steering Committee; facilitate collaboration among researchers, educators, and land managers to restore, maintain, and protect healthy ecosystems by managing invasive weeds; coordinate CISM research and education activities; negotiate agreements; generate funding; manage personnel and budgets; and facilitate correspondence among all interested regional and national partners.

C. Oversight – The Center Director is responsible to his/her LRES Department Head and to the CISM Steering Committee. Written annual reports, including financial reports, shall be provided by the Director to Steering Committee members and the LRES Department Head, as well as to Center funders.

D. Other staff – With justification provided to the CISM Steering Committee and LRES Department Head, the Center Director may hire and terminate CISM staff as needed.

VII. RELATIONSHIP WITH MONTANA STATE UNIVERSITY

A. Partnership – Montana State University will support CISM by providing office space and facilities, janitorial services, administration (personnel, grants and contracts, fund administration), legal advice, purchasing agreements, computer network services, and other benefits and services associated with the university.

B. Funding – As established with other MSU centers and institutes, MSU upper administration may fund with broad earmarks to MSU-CISM high-priority university programs that complement and support CISM activities, provided that the allocation does not impinge on CISM's historical baseline funding. Plans for and outcomes of that funding will be reported to the Steering Committee. The MSU LRES Department Head will communicate with the Steering Committee concerning such funding.

VIII. BYLAWS

A. Changing – Bylaws may be added, amended, or deleted with a two-thirds vote of the entire Steering Committee, either in writing or in person.

B. Notification – Proposed bylaws changes shall be provided to Steering Committee members in writing at least 30 days preceding the vote.

CISM Financial Summary 2000-2013

July 18, 2013

MSU Index #	Award Year	Funding Source Grant Title or Project Title	Amount Awarded	Amount Spent (to date)	Amount Remaining	Notes	*IDC rate
Current Funding							
4W2801	9/2009-9/2014	CESU Agreement, BLM: Old FY 2006 remaining \$400,000 2/2013 = \$10,000	400,000 10,000	400,000 0	0 8,260		17.5%
4W3766	9/2011-9/2013	#4. Missouri River Watershed Coalition – MT NWTF +USFS S&P • Wild Dakota TV videos, Part II = \$6,500 • Sportsman’s Guide printing = \$3,000	30,382 6,500 3,118	15,308 3,000 3,118	6,195 3,500 0		0%
4W4265	11/2012-9/2014	#6. Missouri River Watershed Coalition – MT NWTF +USFS S&P	10,000	48	9,952		0%
4W4382	3/2013 – 12/2013	#7. Missouri River Watershed Coalition - Wyoming + USFS S&P *Paying CISEH \$4,500 to maintain EDDMapS West program	5,000	*5,000	0		10%
423188 Restricted Acct	4/2012	Missouri River Watershed Coalition efforts: EDDMapS West Android App, Sportsman’s Guide printing, etc.	15,000 2,250	15,000 2,083	0 167		4%
4W3339	10/2010 - 9/2013	NRCS – Conservation Innovation Grant (MRWC) • Personnel (salaries + benefits) • Travel • Supplies • Communications • Contracted Services • Equipment Rental • Other Expenses • Equipment Purchase • IDCs Total - CIG Project	261,725 54,500 15,000 30,000 492,688 0 0 30,000 116,087 1,000,000	240,015 ¹ 19,118 7,238 400 217,846 ¹ 1,000 ² 214 ² 0 67,763 553,586	21,710 35,382 7,762 29,600 274,842 0 0 30,000 48,324 447,620	1 = Total spent + encumbered 2 = Not originally budgeted for. 4-2013 Note: Under spent line items (Travel, Communications, Equip Purchase) will be added to Personnel	15%
4W4462	6/2013-6/2014	NWTF Grant – <i>Mapping Noxious Weeds in Montana</i> Publication	10,000	200	9,800		
Obligated	7/2013	DoD 2014 Webinar	36,170		?		
Obligated 433234	9/2013	DuPont 2014 Webinar Series	\$50,000		?		
433234 Design Acct	NA	CISM Services (sales/services/weed models) + CISM Products • DuPont Webinar Series (Nov 2012-April 2013; \$25,000)	NA 25,000	NA 25,000	26,762 0		0-4%
437470	NA	CISM Indirect Cost Account (\$28,000 FY2012 coming)	NA	NA	45,300		NA
Current Funding Total					\$557,556		

Previous Funding							
427089		Congressional Appropriation – Cooperative Agreement w/ BLM:					
		FY 2000 \$500,000	450,000	450,000	0		
		FY 2001 \$500,000	450,000	450,000	0		
	4/2000-9/2009	FY 2002 \$1 million	900,000	900,000	0		10%
		FY 2003 \$1 million	893,700	893,700	0		
		FY 2004 \$1 million	889,000	889,000	0		
4W0094		FY 2005 \$500,000	444,000	444,000	0		10% +
4W2801	9/2009	FY 2006 \$1 million + \$12,000 + \$10,000	908,000	See above	See above		17.5%
426774	7/2002	USDA - Coordinate biological control book publishing	15,000	15,000	0		
426377	1/2002	NCSU - Online invasive plant management	12,000	12,000	0		
427519	5/2001	NPS - Weed Pocket Guide	2,500	2,500	0		
426805	9/2002	USDA - Publishing invasive plant prevention guide	4,668	4,668	0		
426759	8/2002	USDA-ARS - Biological risk-benefit project	80,640	80,640	0		
425437	9/2003	USDA-APHIS - Invasive species management workshop	30,000	0	0	Project Canceled	
4W0154	8/2004	NPS - Conduct Gardiner Basin native vegetation workshop	7,500	7,500	0		
4W0056	7/2004	CSREES - Restoration case study information	48,150	48,150	0		
4W0311	1/2005	Western IPM Center - Producing invasive plant resource guide	5,712	5,712	0		
4W0457	5/2005	NRCS - Noxious weed training for field office personnel (\$7,500)	6,544	6,544	0		
4W0811	10/2005	USFWS - Web-based training modules for NWR system	168,000	168,000	0	Completed 8/08	
4W2035	3/2008	DOT - Federal Highway Admin People powered projects: National CWMA conference	25,000	25,000	0		
March 2008 - New CISM Director							
4W1608	5/2007	MT Dept of Agriculture, Noxious Weed Trust Fund Weed models & weed cards (2 nd series)	20,000	20,000	0	Completed 9/09	0%
4W2443	12/2008	Western IPM Center Invasive Plants in Natural Areas: Connecting Regional Centers Across the U.S.	10,000	10,000	0	Completed 10/09	20%
433234	6/2008	DuPont Corporation (donation)	4,000	4,000	0		5%
NA	4/2009	MSU Extension; Montguide Revisions	1,800	1,800	0		0%
433234	9/2008-4/2009	WSSA #1. <i>Invasive Plant Science and Management</i> journal marketing #2. <i>Invasive Plant Science and Management</i> journal marketing	11,960 10,000	11,960 10,000	0 0	Contract end 2/7/10: \$2,500 returned	0%
4W2453	12/2008-5/2010	Western IPM Center Invasive Plant Inventory and Survey Methods for Land Managers: A Web Seminar Series	36,950	36,950	0	Completed 5/10	20%
4W2525	12/2008-6/2010	DoD Legacy Program Strategic Management of Invasive Species Workshop	114,216	114,216	0	Completed 6/10	17.5%
4W2542	3/2009-6/2010	MT Dept of Agriculture, NWTF Assessing plant community and soil characteristics after saltcedar invasion and treatment	25,500	25,500	0	Completed 6/10	0%
4W1720	6/2007-9/2010	Salish Kootenai College Spatial Modeling of Invasive Flowering Rush in the Columbia River Headwaters	18,720	18,720	0	Completed 9/10	25%
4W2978	1/2010-12/2010	USFWS 2010 Weeds Across Borders Conference	46,933	46,933	0	Completed 12/2010	17.5%
4W2185	5/2008-9/2010	Montana Dept of Agriculture, MT NWTF + USFS S&P #1. Missouri River Watershed Coalition	100,000	86,876 13,124	0 0		0%
4W2809	9/2009-9/2012	Montana Dept of Agriculture, MT NWTF + USFS S&P #2. Missouri River Watershed Coalition	100,000	76,332 16,368 7,300	0	Extension to 9/2012	0%
4W2782	9/2009-8/2012	CSREES (NIFA) Microbial Biocontrol Symposium	10,000	10,000	0	closed 8/2012	0%
4W3802	9/2011-9/2012	WY Department of Ag + USFS S&P #5. Missouri River Watershed Coalition	11,000	11,000	0		10%
4W3918	1/2012-12/2012	NAISN Workshop Coordination + NAISN Website	20,425 + 6,000	26,425	0		0%
4W3703	8/2011-12/2012	DoD Legacy Program Strategic Management of Invasive Species Workshop	103,000	103,000	0		17.5%

4W3374	10/2010 - 9/2013	#3. Missouri River Watershed Coalition – MT NWTF +USFS S&P <ul style="list-style-type: none"> • Project Coordination • Wild Dakota Television Show • Hunter Education Booklet • CISEH MRWC-EDDMapS Expansion Project 	130,000 79,690 7,500 12,810 30,000	79,690 7,500 12,810 30,000	0 0 0 0		0%
4W4287	11/2012-7/2013	Fort Belknap Indian Community + MT NWTF Develop Noxious Weed Mgt Plan	5,000	5,000	0		0%
4W4316	1/2013-6/2013	Algoma University NAISN Website Development	6,000 + 10,000	16,000	0		0%

Possible Funding for CIPM – Pending Grant Applications

2013

- \$5,000-\$8,000 – NIFA; MSU Extension Coordination Grant (Barry Jacobsen) (?)
*CISM assistance with smartphone app and outreach products
- \$10,000 – NWTF & USFS; Missouri River Watershed Coalition Program Coordination (August 2013)
- \$20,000 for CISM - Camp Monaco Prize Grant, EDRR program for the GYCC (Sept 2013),

Rejected CIPM Grant Funding:

2012

- \$71,130 – APHIS 10201 Farm Bill suggestion; Invasive Plant Models and ID and Control Cards (rejected, 3/2013)
- \$25,000 – APHIS 10201 Farm Bill suggestion: Outreach, National Ed Program; lead CISEH (rejected 3/2012)
- \$191,982 – MSU Strategic Investment Proposal for Institutional Priorities, (rejected: Feb 27, 2013)
- \$11,000 – SD Weed & Pest Council – MRWC Outreach Support (rejected: Feb 2013)
- \$7,162,000: \$1,240,000 for CISM – Lead: UNL (Private Foundation); **Proposed** Invasive Species Biofuels Project (rejected: Feb 12 2013)
- \$200,000 for MRWC – 2013 Western S&PF Competitive Resource Allocation Multi-state Grant (rejected: Dec 2012)
MT DNRC, saltcedar/Russian olive, biomass project focus
- \$150,000 for MRWC – 2013 Western S&PF Competitive Resource Allocation Multi-state Grant (rejected: Dec 2012); CO Dept Forestry; general MRWC support funding
- \$72,950 – NFWF America’s Great Outdoors/Land Stewardship Program: Capacity Building for MRWC (Proposal rejected Sept 20, 2012)
- \$32,765 - Wyoming Weed and Pest Council: Wyoming Weed and Pest Council Website Redesign, Contracted Services proposal (rejected: May 2012)
- \$30,000 – NFWF PTI Grant: Protecting Wildlife Habitat: Sportsman’s Guide to Invasive Species (Preproposal rejected 6/2012)
- \$15,000 – NFWF PTI Grant: Expansion of the Wild Dakota Invasive Species Video Series (Preproposal rejected 6/2012)
- ~\$180,000 – APHIS Farm Bill 10201 Suggestion: Tribal Grant with CSKT and Blackfeet Tribe (rejected, 5/2012)
- \$86,350 – APHIS Farm Bill 10201 Suggestion: Plant Pest Outreach & Ed in the MRWC states (rejected, 5/2012)
- \$55,000 – NFWF PTI Grant: Plastic Weed Model and ID Card Production (Proposal rejected: 3/2012) + \$15,000 CIPM cash match + \$6,000 committed by GYCC to fund a 5th species model.
- \$33,542 – NWTF/USFS S&P: INVADERS/MRWC EDDMapS Database Merger Project (Draft Proposal submitted: 11/23/2011)
- \$87,461 – NWTF/USFS S&P: Columbia River Watershed Coalition-Project Coordination (Draft Proposal submitted: 11/23/2011)
- \$35,472-\$45,472 – NWTF/USFS S&P: EDRR and MRWC-EDDMapS Train-the-Trainer Workshop (Draft Proposal submitted: 11/27/2011)
- \$300,000 for CIPM - NSF Informal Science Education Grant; leads: U Conn and U Georgia; 3-year, \$3 million project; CIPM western partner in Years 3, 4, 5; (Proposal rejected: 6/2012)
- \$17,400 – USFWS National Wildlife Refuge System (Regional Grant): Expansion of the Wild Dakota Invasive Species Video Series (Pre-proposal rejected 9/20/11)
- \$73,000 – USFWS National Wildlife Refuge System (Regional Grant): Expansion of WIYW Program to MRW (Preproposal rejected 9/20/11)
- \$32,300 – USFWS: Translation of the USFWS National Wildlife Refuge System *Managing Invasive Plants* website into Spanish (never heard back)
- \$10,000 – MT FWP funding, Fort Belknap Indian Community; help write trail weed mgt plan (rejected: project changed 7/2012)

2011

- \$44.6 Million (5-year project) – USDA-NIFA, Agriculture & Food Research Initiative (Sustainable Energy) proposal: MSU/Johns Hopkins University; *Smokeless Pyrolysis of Woody Biomass in the NW for Biofuel Production and Biochar Carbon Sequestration*
CIPM – Extension Team +\$620,000 for CIPM staff (submitted 9/10, rejected: 2/2011)
- \$47,000 - Montana Noxious Weed Trust Fund – 3rd Round of Plastic Weed Models and Identification Cards (submitted 10/10, rejected: 3/4/2011)
- \$125,000 – USFWS: *Great Northern LCC: Integrating Invasive Species Data for the Great Northern LCC: Solutions for data collection and management proposal*; USGS, University of Colorado, UGA (CISEH), CIPM (rejected, May 26, 2011) *CIPM~\$20,000; host 2 workshops in Bozeman
- \$54,000 – APHIS Farm Bill 10201 Suggestion: Plastic Weed Models and ID Cards (rejected, June 2011)

- \$385,000 – APHIS Farm Bill 10201 Suggestion: MRWC Outreach and Awareness Program (rejected, June 2011)
- \$176,842 – EPA: Preproposal: Expanding the Montana Invasive Plant Early Detection and Rapid Response (EDRR) Program: An Ounce of Prevention is Worth a Pound of Active Ingredient (rejected, July 10, 2011) *CIPM - \$10,000
- \$25,000 – NFWF PTI Grant: Expansion of Invasive Species Educational Booklet (Preproposal rejected 8-8-2011)
- \$15,000 – NFWF PTI Grant: Expansion of the Wild Dakota Invasive Species Video Series (Preproposal rejected 8-8-2011)
- \$75,000 – NFWF PTI Grant: Expansion of WIYW Program to MRW (Preproposal rejected 8-8-2011)
- \$50,000 – MT NWTf: Base funding for Campaign Program (Liz submitted draft workplan July 31, 2011, rejected 11/22/2011)

CISM Program Costs – Projected CISM annual program costs (October 1, 2013)

1. CISM Staff Salaries

Rindos (1.0 FTE), Weiss (0.75 FTE), Bockness (1.0 FTE)

Monthly Total	Annual Total
\$10,350	\$124,200

2. CISM Staff Benefits

(Rindos, Weiss, Bockness)

Monthly Total	Annual Total
\$4,250	\$51,000

Total Staff Salaries & Benefits = \$175,200/year

3. Communications (phones, long distance calls, faxes, stamps, etc.)

Monthly Total	Annual Total
\$100	\$1,200

4. Travel (travel not covered by specific projects)

Monthly Total	Annual Total
\$250	\$3,000

5. Rent (CISM storage unit)

Monthly Total	Annual Total
\$50	\$600

6. Office Supplies/Materials & Equipment (computers, printers, paper, office supplies, print cartridges, etc.)

Monthly Total	Annual Total
\$200-\$250	\$2,500

7. Repair & Maintenance (equipment repair & maintenance)

Monthly Total	Annual Total
\$75	\$900

8. Other (subscriptions, publication purchases, dues, etc.)

Annual Total
~\$500-\$1,000

Total CISM operational expenses and program annual costs: ~\$184,400

CISM Program Costs - Projected CISM annual program costs, including CISM Director (October 1, 2013)

Note: Liz Galli-Noble added this information after the July 18, 2013 Steering Committee meeting.

1. CISM Staff Salaries		
Director (1.0 FTE), Rindos (1.0 FTE), Weiss (0.75 FTE), Bockness (1.0 FTE)	Monthly Total	Annual Total
	\$15,650	\$187,800
2. CISM Staff Benefits		
Director , Rindos, Weiss, Bockness)	Monthly Total	Annual Total
	\$6,040	\$72,480
Total Staff Salaries & Benefits = \$260,280/year		
3. Communications (phones, long distance calls, faxes, stamps, etc.)	Monthly Total	Annual Total
	\$100	\$1,200
4. Travel (travel not covered by specific projects)	Monthly Total	Annual Total
	\$250	\$3,000
5. Rent (CISM storage unit)	Monthly Total	Annual Total
	\$50	\$600
6. Office Supplies/Materials & Equipment (computers, printers, paper, office supplies, print cartridges, etc.)	Monthly Total	Annual Total
	\$200-\$250	\$2,500
7. Repair & Maintenance (equipment repair & maintenance)	Monthly Total	Annual Total
	\$75	\$900
8. Other (subscriptions, publication purchases, dues, etc.)	Annual Total	
	~\$500-\$1,000	

Total CISM operational expenses and program annual costs: ~\$268,480

Center for Invasive Species Management
Preliminary Draft
Transition Plan: July 1, 2013 - October 1, 2014

Submitted by: Elizabeth Galli-Noble, CISM Director

Draft Date: July 15, 2013

All recent edits to this document are highlighted in yellow.

PURPOSE

Dean Jeff Jacobsen sent the following email to Liz Galli-Noble and Tracy Sterling on March 27, 2013.

Email from Dean Jeff Jacobsen
Received: March 27, 2013

Liz and Tracy,

*The President, Provost and I met regarding your SIP and other documents that were provided to the President asking for money. I will be transferring as a one-time funding action: \$20,000 from the College of Agriculture academic account into the LRES academic account and \$15,000 from the Dean F&A account to your F&A account. The \$20,000 **MUST** be spent well in advance of the end of the MSU fiscal year. This is a total of \$35,000 from the Dean and Director to help as bridge support. My suggestion is to make some corrections soon (on the \$20,000) to ensure availability of these funds. The F&A monies will be transferred into Index 437470 and can be carried over as with other F&A funds.*

Given the tenuous nature of the funding stream for a number of years to CISM, I request that these funds support the following to the best extent possible: 1) finalize the sustainability effort which should also include a clear sunset strategy with calendar milestones, 2) prioritize core functions within the framework of these funds and current contracts, and 3) complete Montana-specific projects with this funding. To reiterate, this is bridge support and is a one-time-only contribution.

I hope that this assists CISM in your good work. Good luck.

jeff

Jeff Jacobsen

Dean and Director

College of Agriculture

Montana Agricultural Experiment Station

In fulfillment of Dean Jacobsen's request, Elizabeth Galli-Noble developed a preliminary draft of a transition plan for the Center. This is not a "sunset" plan, as Dr. Jacobsen specified in his email. It is instead a detailed plan of actions that the Center will take from now through October 1, 2014, specifically addressing all of CISM's current project commitments and contractually-obligated funding for core CISM staff. CISM projected actions beyond 2014 cannot be made given that state and federal grant environments are in flux and continue to shift. But it is highly likely that the same funding sources shown in this plan will continue to support CISM well into the future. Elizabeth Galli-Noble will submit a final CISM transition plan prior to her departure in late September 2013. This plan is also cited as an attachment in the CISM director's letter of resignation (dated: July 9, 2013).

BACKGROUND

CISM's Financial History 2000-2013

- 2000-2008: CISM generated \$5.5 million in Congressional earmark (95%) and other federal grant funding.
- 2009-2013: CISM generated ~\$2 million in soft-money grant funding.
- CISM program funding (2000-2013) generated more than \$685,000 in Indirect Costs.
 - Zero to 9% of the total IDCs generated were returned to CISM, annually; and 91 to 100% were retained by the MSU Vice President for Research, the College of Agriculture, and/or the LRES Department.
 - There were two exceptions to this pattern, however:
 1. Dr. Tracy Sterling returned a higher percentage of CISM's IDCs (retained by LRES), totaling \$38,554 from FY10, FY11, and FY12. Those amounts were: FY10: \$6,495; FY11: \$3,866; and FY12: \$3,193 + \$25,000 = \$38,554.
 2. After meeting with MSU President Cruzado, Dean Jacobsen agreed to give CISM \$35,000 in one-time-only funding, \$20,000 of which had to be spent prior to June 1, 2013. \$15,000 of these monies was returned CISM IDCs from the College of Agriculture, and \$20,000 was COA monies. CISM was notified of this action on March 27, 2013.
- 2011 and 2012
 - CISM continued working on 7 grant-funded projects
 - CISM was awarded 7 new grants totaling ~\$245,000
 - CISM submitted 32 new grant applications with various partners that were not funded (totaling ~\$10 million).
- 2012-2013: The first time in 12 years that CISM experienced failure to secure adequate funding to cover all Center operations. The Center is still fully funded through October 1, 2014 and all program obligations are still achievable, if the CISM Director's salary and benefits are eliminated.

CISM ACTIVITIES

July 1 – September 30, 2013

- CISM staff will continue to support all Center infrastructure, networks, and partnerships: websites, listservs, CISM Store, and select advisory duties.
- CISM staff will continue to work on several ongoing projects: Conservation Innovation Grant project, Missouri River Watershed Coalition Program Coordination, *Mapping Noxious Weeds in Montana* Publication, and EDDMapS West trainings.
- CISM will finalize several new project contracts in July and August.
- Elizabeth Galli-Noble will close out all completed project contracts and subcontracts.
- Elizabeth Galli-Noble will inform all project partners of the CISM program transition.
- Elizabeth Galli-Noble will write and submit several grant progress and final reports.
- Paperwork to extend the Conservation Innovation Grant project for one additional year and budget adjustments will be made by September 25, 2013. Scott Bockness will remain Co-PI and Dr. Tracy Sterling will take on Co-PI duties for Elizabeth Galli-Noble.
- Director Galli-Noble will terminate her position on September 30, 2013.

October 1, 2013 – October 1, 2014

- Emily Rindos and Kitty Weiss will work on the following projects:
 - Support Center infrastructure, networks, and partnerships
 - Missouri River Watershed Coalition Program Coordination
 - Conservation Innovation Grant project
 - *Mapping Noxious Weeds in Montana* Publication
 - EDDMapS West and PNEDN System Merger Project
 - DoD 2014 Webinar Series
 - DuPont 2014 Webinar Series

- Scott Bockness will continue to work full time on the Conservation Innovation Grant project as its Project Leader and Co-PI. Dr. Tracy Sterling will take over for Elizabeth Galli-Noble as the Co-PI on this grant during its fourth and final year. The project will terminate on September 25, 2014.

- *If funding permits, a portion of Kim Goodwin’s salary and benefits will also be covered (estimated: two to five months at 0.5 FTE).

The table below outlines CISM project funding sources that will be tapped during the 15-month time period: July 1, 2013 to October 1, 2014.

CISM Staff

Emily Rindos – 1.0 FTE, CISM Assistant Director

Emilyn (Kitty) Weiss – 0.75 FTE, CISM E-Communications Coordinator

Scott Bockness – 1.0 FTE, Conservation Innovation Grant Project Leader/Co-PI

*Kim Goodwin – 0.5 FTE, Montana Weed Prevention Program/CISM Research Associate

CISM Funding Sources for CISM Staff Activities: July1, 2013 – October 1, 2014

CISM Account	Amount Available for CISM Operations (As of: 7/1/2013)	Use of Funding
<i>Secured Funding Sources</i>		
433234 – CISM Designated Account	\$25,000	Rindos – 5-25% 15 months Weiss – 5-25% 15 months Phones, storage unit
437470 – Galli-Noble IDC Account	\$50,000	Rindos – 5-25% 15 months Weiss – 5-25% 15 months Phones, misc operations
4W2801 – BLM, CESU Agreement	\$9,000	Rindos – 5% 15 months Weiss - 5% 15 months
4W3339 – Conservation Innovation Grant Project (NRCS)	~\$150,000	Bockness – 100% 15 months Rindos – 15-40% 15 months Weiss – 15-40% 15 months
4W3766 – Missouri River Watershed Coalition	\$13,000	Rindos – 5% 15 months Weiss - 5% 15 months
4W4265 - Missouri River Watershed Coalition	\$10,000	Rindos – 5% 15 months Weiss - 5% 15 months

4W4462 – <i>Mapping Noxious Weeds in Montana</i> Publication	\$9,500	Rindos – 15% 12 months Weiss - 5% 12 months
Subtotal	\$241,500	
<i>Obligated Funding; On-going Contract Negotiations</i>		
4W???? – EDDMapS West/PNEDN merger	\$12,500	Rindos – 20% 6 months Weiss - 20% 6 months
4W???? – 2014 DoD Webinar	\$36,170	Rindos – 10-70% 10 months Weiss – 10-70% 10 months
433234 – 2014 DuPont Webinar Series	\$50,000	Rindos – 20-70% 10 months Weiss – 20-70% 10 months
Grand Total	\$340,170	
<i>Potential Funding Sources</i>		
MSU Extension Project (B. Jacobsen)	\$5,000	
Missouri River Watershed Coalition	\$10,000	
Camp Monaco Prize Grant	\$20,000	
PTI Grant	?	

Additional Expenses (July 1 – September 30, 2013):

- Galli-Noble salary and benefits = ~\$21,250
- Galli-Noble Sick Leave and Annual Leave payout, *estimated* \$5,000.