



**CUAHSI**  
allied for water science

CUAHSI Board Meeting Minutes  
*Nov. 13, 2024*

**Roll Call**

12 members are present, 10 needed for quorum. “X” indicates present

**Term expires 12/31/2024**

Alejandro Flores, Boise State University X  
G.H. Crystal Ng, Univ. of Minnesota  
Steven Loheide, Univ. of Wisconsin - Madison X  
Ashley Matheny, Univ. of Texas - Austin X  
Ashok Mishra, Clemson Univ.  
Åsa Rennermalm, Rutgers Univ.

**Term expires 12/31/2025**

JP Gannon, Virginia Tech X  
Drew Guswa, Smith College X  
Hoori Ajami, Univ. of California - Riverside X  
Anne Jefferson, Univ. of Vermont (Chair) X  
Jay Zarnetske, Michigan State Univ. (Past Chair) X

**Term expires 12/31/2026**

Safeeq Khan, Univ. of California, Merced X  
Sarah Ledford, Georgia State Univ. (Chair Elect) X  
Amy Burgin, Univ. of Kansas X  
Darren Ficklin, Indiana Univ. X

**Officers: (terms expire January 31, 2027)**

Adam Ward, Oregon State University (Secretary)  
Steve Architzel, UC Santa Cruz (Treasurer) X

**CUAHSI Staff Present:** Jordan Read

Minutes prepared by Ledford, Jefferson

**Wednesday, 13-Nov-24**

14:00 US Eastern      Call to Order

## **Minutes**

1. **Approval of Oct. 2024 BoD Minutes**
  - a. **Motion: Guswa**
  - b. **Second: Khan**
  - c. **Discussion: (none)**
  - d. **Vote: Approved (unanimous)**

## **Executive Director Update (Read)**

- **Audit status**
  - CUAHSI received the draft of the full 2020 audit 10/23; audit is a qualified opinion with 9 findings (all repeat findings from last year or earlier)
    - Number of findings and the opinion are improvements from 2019
    - CUAHSI completed the required corrective action plan for the audit findings. The plan has been shared with the Audit Committee.
    - The audit is still in Partner review with Marcum (the auditors); review and approval is required before finalizing and filing the audit.
  - CUAHSI's focus is now on completing the 2021 audit, which should be filed in December.
- **Staffing / workforce**
  - Our new Dir of Edu and Strat Partnerships, Leah Turner joined 10/14/24, and is providing benefit to the org via great ideas and a strong business / accountability perspective
  - CUAHSI has begun the transition of most E&O leadership responsibilities from ED Read to Turner
- **Portfolio status**
  - CUAHSI is involved in numerous proposals, two of which offer a fee-for-service use of HydroShare that will help diversify revenue and provide a testbed for future contracts
  - 2025 will mark the ten year anniversary of the CUAHSI summer institute and CUAHSI is making a strong push to leverage this milestone and ensure the program and participation is very strong next year
  - Overall health of individual projects (combination of progress and risks) is generally improving for CUAHSI. We assess project status quarterly.
- **Membership and community engagement**
  - CUAHSI continues to make exciting progress on an effort to centralize and organize our data that measures engagement in our various programs and services.

Initial milestone is a unique engagement summary for each institution, programmatically generated

- CUAHSI staff (Read, Turner, Clark, Sosa Gonzalez, and Seul) met with CUAHSI current standing committees last week (11/6 and 11/7) to update the committees on progress and share future plans.
- CUAHSI (Read, Turner, and data scientist Platt) met with AGU student section (H3S) Chairs and continue to discuss closer alignment with H3S and joint opportunities.
- ED Read, Dir of E&SP Turner, and Director Flores met with AGU's meeting team on 11/06/24 to discuss potential future partnerships for WaterSciCon
- ED Read presented "CUAHSI's Water Research Support Infrastructure & Potential Integrations with EarthScope" to EarthScope's Integration and Innovation Advisory Committee and discussed partnership opportunities
- Operations and admin
  - Admin and finance team continues to be mostly focused on audit for now
  - CUAHSI management is meeting this week in-person (hosted by U-FL Matt Cohen) and will be working on 2025 budgeting, staff allocations, business plans, set targets for improved performance management and org goal-setting, and team-building for mgmt team.
  - CUAHSI signed a \$1,200/mo lease for calendar year 2025 at our Arlington office location.

#### **Board Chair Update (Jefferson)**

1. December Board meeting will be the first Monday of December instead of second
2. January meeting dates are set- Jan. 9 and 10; new board orientation on Jan. 8; travel info forthcoming
3. Considering only one in-person meeting in 2025, potential for quarterly longer meeting
4. Requesting a strategic plan update from CUAHSI staff in 2025 in lieu of a larger full evaluation of CUAHSI

#### **Audit Committee Update and Discussion (Drew)**

1. Audit committee has 2020 audit and corrective action plan
2. Audit committee suggests having a mid-year financial check-in from CUAHSI ED to the entire Board
3. Audit committee would like another member with grants/financial experience
4. Audit committee has a draft of their report to the Board on the 2020 audit and are working to finalize it

#### **Nominations Committee Update (Ledford)**

1. Six candidates for six positions; prepping for the election opening in the next week or so

#### **Executive Director Review Procedures (Jefferson)**

1. Jefferson reviewed the proposed changes to the annual Executive Director review process

**Approve the updated procedure for executive director review as amended during meeting**

**Motion: Lejo**

**Second: Ledford**

**In favor: 8**

**Opposed: 0**

**Abstain: 2**

**Note: Zarnetske and Burgin left prior to the vote**

Jefferson opened the floor to other business. Hearing none, the meeting was adjourned.

15:00 US Eastern      Adjourned