

CIMSS Administrative Review Agenda 2024

Wednesday 8 May 2024

Cooperative Institute for Meteorological Satellite Studies (CIMSS)
Space Science and Engineering Center (SSEC)
University of Wisconsin-Madison (UW)

Location: 351 Atmospheric, Oceanic, and Space Sciences Building
1225 W Dayton St., Madison, WI 53706

(NB for Virtual Participants: WebEx Connection Details are provided below)

CIMSS Attendees:

Chelsea Dahmen, Administrative Director, CIMSS, SSEC/UW
Tristan L'Ecuyer, Director, CIMSS, SSEC/UW
Wayne Feltz, Deputy Director, CIMSS, SSEC/UW
Angie Montgomery, Research Administration Manager, CIMSS, SSEC/UW
Wenhua Wu, Research Administration Manager, CIMSS, SSEC/UW
Melissa Steinl, Procurement Specialist, CIMSS, SSEC/UW
Jessica Liegel, HR Manager, CIMSS, SSEC/UW
Amanda Thornton, Software Engineer/Developer, CIMSS, SSEC/UW
Dan Murach, Software Engineer/Developer, CIMSS, SSEC/UW
Helen Murphy, AOSS Librarian, CIMSS, SSEC/UW

UW-Madison Attendees:

Nick Novak, Assistant Dean for Research Services, UW Office of the Vice Chancellor for Research (OVCR)
Steve Flaherty, Research Administration Manager, UW OVCR
Angie Johnson, Interim Assistant Director-Post-Award, UW Research and Sponsored Programs (RSP)
Lori Snyder, Grants and Contracts Post-Award Accountant, UW RSP

NOAA Attendees:

Doug Howard, TPM and Director, NESDIS/STAR (In-Person)
Kristen Tronvig, Deputy Director, NESDIS/STAR (In-Person)
Paul DiGiacomo, Principal Science Advisor, NESDIS/STAR (In-Person)
Joel Perloth, Financial Management Branch Chief, NESDIS/STAR (In-Person)
Ericka Rosier, FPO, NESDIS/STAR (Virtual)
Raishan Adams, OAR/NESDIS Branch Chief, NOAA Grants Management Division (Virtual)
Jennifer Jackson, Lead Specialist in GMD (Virtual)
Kate Flores, Specialist, Cooperative Institute Administrative Office (Virtual)
Jim Herzog, Specialist, Cooperative Institute Administrative Office (Virtual)
Lydia Grunstra, Senior Counsel, Federal Assistance Law Division (Virtual)

IMPORTANT NOTE: All Times below are in CDT (So -1 hour behind Washington DC/EDT)

- 8:30 Welcome and Introductions
Tristan L'Ecuyer, Director, CIMSS, SSEC/UW
- 8:40 NOAA Introductions and Overview of Administrative Review Format
Doug Howard, STAR Director/CIMSS TPM
Paul DiGiacomo, STAR Principal Science Advisor
- 8:50 NOAA Grants Management Role
Raishan Adams, Branch Chief, NOAA Grants Management Division (GMD) - remote
Jennifer Jackson, Lead Specialist in GMD - remote
- 8:55 Cooperative Institute Administration Office (CIAO)
Kate Flores, Monitoring and Oversight Lead, CIAO - remote
Jim Herzog, Financial Management and Evaluation Lead, CIAO- remote
- 9:00 FALD Role in Grants
Lydia Grunstra, Senior Counsel, U.S. Dept. of Commerce General Law Division, Federal Assistance Law Division (FALD) - remote
- 9:05 Overview of CIMSS, Science Administration, Office of the Vice Chancellor for Research, Research and Sponsored Programs
Wayne Feltz, Deputy Director, CIMSS, SSEC/UW
Chelsea Dahmen, Administrative Director, CIMSS, SSEC/UW
Nick Novak, Assistant Dean for Research Services, OVCR/UW
Steve Flaherty, Research Administration Manager, OVCR/UW
Angie Johnson, Interim Assistant Director-Post Award, RSP/UW
Lori Snyder, Grants and Contracts Post-Award Accountant, RSP/UW
- 9:35 **Break**
- 9:50 Administrative Review Questions - CIMSS Responses
Chelsea Dahmen, Administrative Director, CIMSS, SSEC/UW
- 11:30 Break
- 11:45 Site Review Questions and On-site Review of Systems
Admin Panel Led
- 12:30 Lunch break**
- 1:30 Site Review Questions and On-site Review of Systems (continue as needed)
- 2:00 Review panel executive session: Admin Review Panel discusses findings and recommendations (closed)

3:30 Review Panel feedback to CIMSS Director and staff

4:00 Adjourn

Connection Details for Virtual Participants

When it's time, join your Webex meeting here:

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Join from the meeting link:

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Join by meeting number:

Meeting number (access code): 2634 606 8587 Meeting password: pcJ3WHn7vp5 (72539467 from phones)

Tap to join from a mobile device (attendees only):

+1-415-655-0001,,26346068587#72539467#<tel:%2B1-415-655-0001,,*01*26346068587%2372539467%23*01*> US Toll +1-312-535-8110,,26346068587#72539467#<tel:%2B1-312-535-8110,,*01*26346068587%2372539467%23*01*> United States Toll (Chicago) Some mobile devices may ask attendees to enter a numeric password.

Join by phone:

+1-415-655-0001 US Toll +1-312-535-8110 United States Toll (Chicago)

Global call-in numbers:

<<https://uwmadison.webex.com/uwmadison/globalcallin.php?MTID=md7bccd81014f4c0443092aae2cd7e099>>

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