V&E RESEARCH STEERING COMMITTEE MEETING NOTES FINAL

JUNE 3, 2021

ATTENDEES

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| COMMITTEE: | Jason Tosch (Chair), David Beck (Co-Vice Chair), John Pratt (Co-Vice Chair) Elizabeth Clark, Anthony King, Ken Kupperman, Joey Myers, Dave Paige |
| STAFF: | Tom Danowski, Stacey Kohler, Jess Willey |
| GUESTS: | Donna Morris (OWB Director), Jim Thommes (Research Committee member) |

OBJECTIVE

The primary objectives of this meeting were to discuss and agree on elements within the draft Committee Charter and to align on making a request to the Board about funding for smoke impact research in 2021

Summary / Overview

**Committee Charter Review**

* Prior to the meeting, a draft Research Committee Charter was shared with Steering Committee members for their consideration. Key provisions were discussed including:
	+ Required qualifications of committee members, specifically their tenure in the wine industry and Oregon in particular, and their appreciation for the scientific process
	+ Incorporating a conflict of interest statement – OWB’s Board COI statement will be consulted
	+ Terms and nomination process for Steering Committee members
	+ Terms and appointments of Chair and Vice Chair
	+ Recruitment and status vis à vis the Steering Committee of “Continuing Research Specialists”

**ACTION:** A. King, J. Thommes and J. Willey to take committees direction and update Charter document and bring back to Steering Committee later in June.

**ACTION:** J. Tosch to share with Board recommendations about Chair and Vice Chair on June 10 (3 year term; at least one of the Chair / Vice Chair should be an OWB Director; Chair and Vice Chair should have Research Committee experience; recommend Chair handovers happen in summertime. Board to discuss whether Chairship terms are renewable)

* The topic of the Steering Committee’s transparency to the full Research Committee and the broader industry was discussed.
	+ Meetings will be published on the OWB’s industry calendar
	+ Meetings will be open to all Oregon wine industry members (those with interest in a Oregon grapegrowing or winemaking business)
	+ Meeting notes will be posted to OWB’s industry site after approval by the Steering Committee
	+ In some instances, the Steering Committee may meet in closed session to discuss personnel / committee member performance or legal matters

**OWRI 2021 Smoke Exposure Request:**

* Committee reviewed a proposal from Dr. Elizabeth Tomasino for funding to collect non-smoke affected grapes in the 2021 harvest to begin to develop a baseline.

**ACTION:** J. Tosch to propose to the Board to hold the previously approved but currently unallocated $50,111 in suspension and give the Steering Committee permission to approve funding for this once it receives and approves a proposal for this work that is to the Steering Committee’s satisfaction.

**2022 Grant Management System Contingency Planning**

* With the UGM system being taken down, there is a need to determine how grant applications will be received and processed in the 2022-23 cycle. UC Davis / AVF may have an alternative solution available.

**ACTION:** Move discussion item to next meeting and attempt to gather more information on planned alternative by then.

NEXT STEPS

* Steering Committee to meet approximately every three weeks until August full committee meeting. Next meeting to be scheduled for the week of June 21.
* Agenda items for next meeting:
	+ Committee Charter review
	+ 2022-23 RFA draft
	+ Grant management system contingency planning
	+ Application review process flow chart