

U.S. DEPARTMENT OF COMMERCE CHARTER OF THE NOAA SCIENCE ADVISORY BOARD

ESTABLISHMENT

The Secretary of Commerce approved the establishment of the National Oceanic and Atmospheric Administration (NOAA) Science Advisory Board (SAB) on August 15, 1997. The Board was initially chartered under the Federal Advisory Committee Act, 5 U.S.C. App. 2, on September 25, 1997, with the General Services Administration's (GSA) concurrence. The Secretary has determined the Board's continuance is in the public interest in connection with the performance of duties imposed by law on the Department.

OBJECTIVES AND DUTIES

1. The SAB will advise the Under Secretary of Commerce for Oceans and Atmosphere (Under Secretary) on strategies for research, education, and application of science to operations and information services, so as to better understand and predict changes in the Earth's environment, and conserve and manage coastal and marine resources to meet the Nation's economic, social, and environmental needs.
2. The SAB will advise the Under Secretary on other matters upon request.
3. The SAB will submit reports to the Under Secretary.
4. The SAB will function solely as an advisory body, and will comply fully with the Federal Advisory Committee Act.
5. The SAB will conduct laboratory, cooperative institute, and program reviews, as requested.

MEMBERS AND CHAIRPERSON

1. The SAB shall not exceed 15 members, appointed by the Under Secretary to assure balanced representation among preeminent scientists, engineers, educators, and science policy experts reflecting the full breadth of NOAA's areas of responsibility.
2. The Chairperson will be chosen by the Under Secretary, and may be asked to advise the Under Secretary in the selection of other Board members from experts suggested by appropriate organizations (e.g., National Academy of Sciences, professional societies, university consortia, and NOAA line and program offices). The term of the Chairperson will be until the end of the selected member's term on the Board or sooner, at the discretion of the Under Secretary.
3. Members will be appointed for three-year terms, renewable once, and serve at the discretion of the Under Secretary. Vacancy appointments shall be for the remainder of the unexpired term of the vacancy, and shall be renewable twice if the unexpired term is less than one year.

Members whose terms have expired may remain on the Board until a replacement is appointed, at the specific request of the Under Secretary, and not to exceed one year beyond the original end date of the final term.

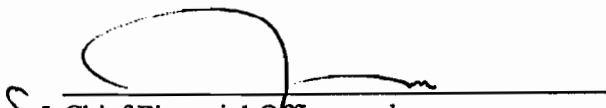
4. Members will be subject to ethical standards applicable to special government employees.
5. Members will be selected on a clear, standardized basis, in accordance with applicable Department of Commerce guidance.

ADMINISTRATIVE PROVISIONS

1. The SAB will report to the Under Secretary of Commerce for Oceans and Atmosphere.
2. The SAB will be staffed and coordinated through the SAB Executive Director's office located in the NOAA Office of Oceanic and Atmospheric Research.
3. The SAB will meet at least twice each year; additional meetings may be called as deemed desirable by the Under Secretary or by the Chairperson.
4. Members of the SAB will not be compensated for their services, but will upon request be allowed travel and per diem expenses as authorized by 5 U.S.C. § 5701 et seq.
5. The annual cost of operating the SAB is estimated at \$350,000, which includes two person-years for staff support. This is exclusive of the cost of operating subcommittees, task forces, and working groups.
6. The SAB may establish such subcommittees of its members as may be necessary, subject to the provisions of the Department of Commerce Committee Management Handbook.
7. The SAB may establish task forces and working groups consisting of SAB members and/or experts as may be necessary, subject to the provisions of the Department of Commerce Committee Management Handbook.

DURATION

This charter shall terminate two years from the date of its filing with the appropriate U.S. Senate and House of Representatives Oversight Committees unless earlier terminated or renewed by proper authority.



Chief Financial Officer and
Assistant Secretary for Administration

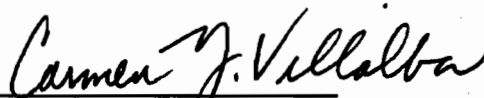
August 8, 2007
Date

Pursuant to subsection 9(c) of the Federal Advisory Committee Act, 5 U.S.C. App. 2, this charter was filed with the Chief Financial Officer and Assistant Secretary for Administration on August 8, 2007. On the same date, a copy was filed with the following committees of Congress, and a copy furnished to the Library of Congress:

- Senate Committee on Commerce, Science and Transportation
- Senate Finance Committee
- House Committee on Natural Resources
- House Committee on Science and Technology

August 9, 2007

Date


for Linda K. Anadale
Committee Management Officer
U.S. Department of Commerce



UNITED STATES DEPARTMENT OF COMMERCE
Chief Financial Officer
Assistant Secretary for Administration
Washington, D.C. 20230

AUG 8 2007

The Honorable Max Baucus
Chairman
Committee on Finance
United States Senate
Washington, D.C. 20510

Dear Mr. Chairman:

In accordance with the provisions of the Federal Advisory Committee Act, I am submitting a copy of the renewal charter for the National Oceanic and Atmospheric Administration Science Advisory Board.

Please contact me at (202) 482-4951 if you have any questions. Thank you for your continued support of the Department of Commerce and its programs.

Sincerely yours,

A handwritten signature in black ink, appearing to read "Otto J. Wolff", with a large loop at the end of the name.

Otto J. Wolff
Chief Financial Officer and
Assistant Secretary for Administration

Enclosure

cc: Government Documents Division
Library of Congress



UNITED STATES DEPARTMENT OF COMMERCE
Chief Financial Officer
Assistant Secretary for Administration
Washington, D.C. 20230

AUG 8 2007

The Honorable Don Young
Ranking Minority Member
Committee on Natural Resources
U.S. House of Representatives
Washington, D.C. 20515

Dear Representative Young:

In accordance with the provisions of the Federal Advisory Committee Act, I am submitting a copy of the renewal charter for the National Oceanic and Atmospheric Administration Science Advisory Board.

Please contact me at (202) 482-4951 if you have any questions. Thank you for your continued support of the Department of Commerce and its programs.

Sincerely yours,

for Otto J. Wolf
Chief Financial Officer and
Assistant Secretary for Administration

Enclosure

cc: Government Documents Division
Library of Congress



UNITED STATES DEPARTMENT OF COMMERCE
Chief Financial Officer
Assistant Secretary for Administration
Washington, D.C. 20230

AUG 8 2007

The Honorable Nick J. Rahall, II
Chairman
Committee on Natural Resources
U.S. House of Representatives
Washington, D.C. 20515

Dear Mr. Chairman:

In accordance with the provisions of the Federal Advisory Committee Act, I am submitting a copy of the renewal charter for the National Oceanic and Atmospheric Administration Science Advisory Board.

Please contact me at (202) 482-4951 if you have any questions. Thank you for your continued support of the Department of Commerce and its programs.

Sincerely yours,

A handwritten signature in black ink, appearing to read "Otto J. Wolff", with a large loop and a trailing flourish.

Otto J. Wolff
Chief Financial Officer and
Assistant Secretary for Administration

Enclosure

cc: Government Documents Division
Library of Congress



UNITED STATES DEPARTMENT OF COMMERCE
Chief Financial Officer
Assistant Secretary for Administration
Washington, D.C. 20230

AUG 8 2007

The Honorable Ralph M. Hall
Ranking Minority Member
Committee on Science and Technology
U.S. House of Representatives
Washington, D.C. 20515

Dear Representative Hall:

In accordance with the provisions of the Federal Advisory Committee Act, I am submitting a copy of the renewal charter for the National Oceanic and Atmospheric Administration Science Advisory Board.

Please contact me at (202) 482-4951 if you have any questions. Thank you for your continued support of the Department of Commerce and its programs.

Sincerely yours,

Otto J. Wolff
Chief Financial Officer and
Assistant Secretary for Administration

Enclosure

cc: Government Documents Division
Library of Congress



UNITED STATES DEPARTMENT OF COMMERCE
Chief Financial Officer
Assistant Secretary for Administration
Washington, D.C. 20230

AUG 8 2007

The Honorable Bart Gordon
Chairman
Committee on Science and Technology
U.S. House of Representatives
Washington, D.C. 20515

Dear Mr. Chairman:

In accordance with the provisions of the Federal Advisory Committee Act, I am submitting a copy of the renewal charter for the National Oceanic and Atmospheric Administration Science Advisory Board.

Please contact me at (202) 482-4951 if you have any questions. Thank you for your continued support of the Department of Commerce and its programs.

Sincerely yours,

Mr. Otto J. Wolff
Chief Financial Officer and
Assistant Secretary for Administration

Enclosure

cc: Government Documents Division
Library of Congress



UNITED STATES DEPARTMENT OF COMMERCE
Chief Financial Officer
Assistant Secretary for Administration
Washington, D.C. 20230

AUG 8 2007

The Honorable Ted Stevens
Vice Chairman
Committee on Commerce,
Science, and Transportation
United States Senate
Washington, D.C. 20510

Dear Senator Stevens:

In accordance with the provisions of the Federal Advisory Committee Act, I am submitting a copy of the renewal charter for the National Oceanic and Atmospheric Administration Science Advisory Board.

Please contact me at (202) 482-4951 if you have any questions. Thank you for your continued support of the Department of Commerce and its programs.

Sincerely yours,

A handwritten signature in black ink, appearing to read "Otto J. Wolff", with a large loop and a horizontal stroke extending to the right.

Otto J. Wolff
Chief Financial Officer and
Assistant Secretary for Administration

Enclosure

cc: Government Documents Division
Library of Congress



UNITED STATES DEPARTMENT OF COMMERCE
Chief Financial Officer
Assistant Secretary for Administration
Washington, D.C. 20230

AUG 8 2007

The Honorable Daniel K. Inouye
Chairman
Committee on Commerce,
Science, and Transportation
United States Senate
Washington, D.C. 20510

Dear Mr. Chairman:

In accordance with the provisions of the Federal Advisory Committee Act, I am submitting a copy of the renewal charter for the National Oceanic and Atmospheric Administration Science Advisory Board.

Please contact me at (202) 482-4951 if you have any questions. Thank you for your continued support of the Department of Commerce and its programs.

Sincerely yours,

A handwritten signature in black ink, appearing to read "Mr. Otto J. Wolff".

Mr. Otto J. Wolff
Chief Financial Officer and
Assistant Secretary for Administration

Enclosure

cc: Government Documents Division
Library of Congress



UNITED STATES DEPARTMENT OF COMMERCE
Chief Financial Officer
Assistant Secretary for Administration
Washington, D.C. 20230

AUG 8 2007

The Honorable Chuck Grassley
Ranking Minority Member
Committee on Finance
United States Senate
Washington, D.C. 20510

Dear Senator Grassley:

In accordance with the provisions of the Federal Advisory Committee Act, I am submitting a copy of the renewal charter for the National Oceanic and Atmospheric Administration Science Advisory Board.

Please contact me at (202) 482-4951 if you have any questions. Thank you for your continued support of the Department of Commerce and its programs.

Sincerely yours,

A handwritten signature in black ink, appearing to read "Otto J. Wolff", with a large loop and a horizontal line extending to the right.

Otto J. Wolff
Chief Financial Officer and
Assistant Secretary for Administration

Enclosure

cc: Government Documents Division
Library of Congress



UNITED STATES DEPARTMENT OF COMMERCE
Chief Financial Officer
Assistant Secretary for Administration
Washington, D.C. 20230

AUG 27 2007

MEMORANDUM FOR Conrad C. Lautenbacher, Jr.
Vice Admiral, U.S. Navy (Ret.)
Under Secretary of Commerce for
Oceans and Atmosphere

ATTENTION: James Arnold
Committee Liaison Officer

FROM: John J. Phelan, III
Director for Management and Organization

SUBJECT: Renewal Charter for the Science Advisory Board

Attached for your records and appropriate action is a copy of the approved charter for the subject advisory committee. The charter has been filed with the Congressional Oversight Committees and a copy furnished to the Library of Congress as required by law.

Attachment


cc: OGC (Barbara S. Fredericks)
WHL (Tracy Jucas)



UNITED STATES DEPARTMENT OF COMMERCE
The Under Secretary of Commerce
for Oceans and Atmosphere
Washington, D.C. 20230

JUN -7 2007

MEMORANDUM FOR: Otto J. Wolff
Chief Financial Officer and
Assistant Secretary for Administration

FROM: Conrad C. Lautenbacher, Jr. 
Vice Admiral, U.S. Navy (Ret.)
Under Secretary of Commerce for
Oceans and Atmosphere

SUBJECT: Proposed Renewal and Amendment of the Charter for the Science
Advisory Board

The Charter for the National Oceanic and Atmospheric Administration (NOAA), Science Advisory Board (SAB) will expire on August 9, 2007. As described in the attached justification, the SAB has achieved a record of significant accomplishment during the past two years.

I recommend the SAB be continued, and its Charter renewed for an additional two years. This will allow the SAB to provide continued advice as we carry out our responsibilities with respect to strategies for research, education, and application of science to operations and information services, so as to better understand and predict changes in Earth's environment, and conserve and manage coastal and marine resources to meet the Nation's economic, social, and environmental needs.

I propose to amend the SAB's Charter to establish the term of the SAB Chair as coinciding with the end of the selected member's term on the SAB. I further propose to clarify that members may serve beyond their appointed term at my discretion for a period of time not to exceed one year from the original end date of the final term. Third, I propose to clarify task force and working group members shall be appointed by me or my designee in accordance with applicable Department of Commerce appointment procedures for advisory committee members. We have consulted the NOAA Office of General Counsel and the Department's Committee Management Office and there have been no objections raised to the proposed changes.

The proposed Charter, supporting justification for its renewal, and related Federal Register Notice are attached. Please review and renew this Charter for the next two years prior to the termination date of August 9, 2007. When the Charter is approved, it will be published for comment in the FRN.

Attachments



DEPARTMENT OF COMMERCE

National Oceanic and Atmospheric Administration (NOAA)
Science Advisory Board

AGENCY: Office of Oceanic and Atmospheric Research (OAR),
National Oceanic and Atmospheric Administration (NOAA),
Department of Commerce (DOC).

ACTION: Notice of charter renewal

SUMMARY: The Department of Commerce's Chief Financial Officer and Assistant Secretary for Administration has renewed the charter for the Science Advisory Board (SAB) for a 2-year period, through [date to be filled in], 2009. The SAB is a federal advisory committee under the Federal Advisory Committee Act (Pub. L. 92-463).

DATES: Renewed through [date to be filled in], 2009.

SUPPLEMENTARY INFORMATION:

The charter has evolved since the SAB's inception in 1997 so as to accurately describe the SAB's purpose, membership,

and administrative provisions. To more fully align the charter with the current state of the SAB and NOAA, the renewal charter has been modified as follows: (1) The term of the Chairperson has been specified to be until the end of the selected member's term on the SAB. (2) Members whose terms on the Board have expired may remain on at the specific request of the Under Secretary and not to exceed one year beyond the original end date of the final term.

FOR FURTHER INFORMATION CONTACT: Dr. Cynthia Decker,
Executive Director, Science Advisory Board, NOAA, Rm.
11230, 1315 East-West Highway, Silver Spring, Maryland
20910. (Phone: 301-734-1156, Fax: 301-713-3515, E-mail:
Cynthia.decker@noaa.gov); or visit the NOAA SAB website at
<http://www.sab.noaa.gov>.

Dated: _____

Alexander MacDonald
Deputy Assistant Administrator for Research and
Laboratories
Office of Oceanic and Atmospheric Research
National Oceanic and Atmospheric Administration
Atmospheric Administration

U.S. DEPARTMENT OF COMMERCE CHARTER OF THE NOAA SCIENCE ADVISORY BOARD

ESTABLISHMENT

The Secretary of Commerce approved the establishment of the National Oceanic and Atmospheric Administration (NOAA) Science Advisory Board (SAB) on August 15, 1997. The Board was initially chartered under the Federal Advisory Committee Act, 5 U.S.C. App. 2, on September 25, 1997, with the General Services Administration's (GSA) concurrence. The Secretary has determined the Board's continuance is in the public interest in connection with the performance of duties imposed by law on the Department.

OBJECTIVES AND DUTIES

1. The SAB will advise the Under Secretary of Commerce for Oceans and Atmosphere (Under Secretary) on strategies for research, education, and application of science to operations and information services, so as to better understand and predict changes in the Earth's environment, and conserve and manage coastal and marine resources to meet the Nation's economic, social, and environmental needs.
2. The SAB will advise the Under Secretary on other matters upon request.
3. The SAB will submit reports to the Under Secretary.
4. The SAB will function solely as an advisory body, and will comply fully with the Federal Advisory Committee Act.
5. The SAB will conduct laboratory, cooperative institute, and program reviews, as requested.

MEMBERS AND CHAIRPERSON

1. The SAB shall not exceed 15 members, appointed by the Under Secretary to assure balanced representation among preeminent scientists, engineers, educators, and science policy experts reflecting the full breadth of NOAA's areas of responsibility.
2. The Chairperson will be chosen by the Under Secretary, and may be asked to assist in the selection of other Board members from experts suggested by appropriate organizations (e.g., National Academy of Sciences, professional societies, university consortia, and NOAA line

and program offices). The term of the Chairperson will be until the end of the selected member's term on the Board or sooner, at the discretion of the Under Secretary.

3. Members will be appointed for three-year terms, renewable once, and serve at the discretion of the Under Secretary. Vacancy appointments shall be for the remainder of the unexpired term of the vacancy, and shall be renewable twice if the unexpired term is less than one year. Members whose terms have expired may remain on the Board until a replacement is appointed, at the specific request of the Under Secretary, and not to exceed one year beyond the original end date of the final term.

4. Members will be subject to ethical standards applicable to special government employees.

5. Members will be selected on a clear, standardized basis, in accordance with applicable Department of Commerce guidance.

ADMINISTRATIVE PROVISIONS

1. The SAB will report to the Under Secretary of Commerce for Oceans and Atmosphere.

2. The SAB will be staffed and coordinated through the SAB Executive Director's office located in the NOAA Office of Oceanic and Atmospheric Research.

3. The SAB will meet at least twice each year; additional meetings may be called as deemed desirable by the Under Secretary or by the Chairperson.

4. Members of the SAB will not be compensated for their services, but will upon request be allowed travel and per diem expenses as authorized by 5 U.S.C. § 5701 et seq.

5. The annual cost of operating the SAB is estimated at \$350,000, which includes two person-years for staff support. This is exclusive of the cost of operating subcommittees, task forces, and working groups.

6. The SAB may establish such subcommittees of its members as may be necessary, subject to the provisions of the Department of Commerce Committee Management Handbook.

7. The SAB may establish task forces and working groups consisting of SAB members and/or experts as may be necessary, subject to the provisions of the Department of Commerce Committee Management Handbook. Members of task forces and working groups shall be appointed by the Under Secretary or his designee in accordance with applicable Department of Commerce appointment procedures for members of advisory committees.

DURATION

This charter shall terminate two years from the date of its filing with the appropriate U.S. Senate and House of Representatives Oversight Committees unless earlier terminated or renewed by proper authority.

Chief Financial Officer and
Assistant Secretary for Administration

Date

NOAA SCIENCE ADVISORY BOARD JUSTIFICATION FOR RENEWAL 2007

1. *Accomplishments under Extant Charter.* The National Oceanic and Atmospheric Administration (NOAA) Science Advisory Board (SAB) is functioning as an effective and knowledgeable body to advise the Under Secretary of Commerce for Oceans and Atmosphere. SAB advice provides necessary input to ensure NOAA science programs are of the highest quality and provide optimal support to resource management and environmental assessment and prediction. The advisory board assists NOAA in maintaining a complete and accurate understanding of scientific issues critical to the agency's missions.

The SAB met five times under its current charter, which was last renewed August 9, 2005. In the period since the last charter renewal, the SAB has been involved in many activities leading to formal recommendations to the Under Secretary and the NOAA Line Offices. The SAB: (1) responded to NOAA's request to establish an external team to examine Hurricane Intensity Research (HIR) in NOAA and submitted a final report (October 23, 2006); (2) responded to NOAA's request to establish an external Review of NOAA's Ecosystem Research and Science Enterprise and submitted a final report (October 23, 2006), (3) responded to NOAA's request to establish an ongoing external process for providing advice on NOAA's data archive and access requirements (DAAR) by establishing the DAAR Working Group, which had its first meeting in December 2006; (4) responded to NOAA's request to establish external reviews of (a) NOAA's Extension, Outreach, and Education (EOE) programs, (b) social sciences programs, (c) fire weather research, and (d) mechanisms for soliciting external advice on partnerships in environmental information. NOAA is in the process of responding to the recommendations provided by the SAB as a result of the reports on hurricane intensity research and ecosystem research and science.

Also under the current charter, review panels were established as SAB working groups to conduct science reviews of three NOAA cooperative institutes. The SAB submitted final reports on the reviews of the activities of the Cooperative Institute for Climate Sciences (CICS), (Princeton University, January 2006), the Cooperative Institute for Climate Applications and Research (CICAR), (Columbia University, October 2006), and the Cooperative Institute for Oceanographic Satellite Studies (CIOS), (Oregon State University, October 2006). SAB members participated in the reviews and, in some instances, chaired the review panels. After critically reviewing the reports of the three review panels, the SAB presented, at the Under Secretary's request, the reports to the appropriate Line Offices for consideration and implementation. The outcomes of these reviews will help NOAA leadership base its decisions on the most recent developments in the broad areas of rapidly changing science and technology that underlie the agency's work, and will lead to greater inclusion of social science in understanding the mechanics by which human decisions interact with NOAA's larger goals of environmental prediction, assessment and stewardship.

2. *Need for Renewal.* The renewal of the SAB Charter for two years is integral to the conduct of agency business and is vital to public interest concerns. The Board is the only Federal Advisory Committee with responsibility to advise the Under Secretary of Commerce for Oceans and Atmosphere on strategies for research, education, and application of science to operations and information services, so as to better understand and predict changes in the Earth's environment, and conserve and manage coastal and marine resources to meet the Nation's economic, social, and environmental needs. It provides invaluable expertise and advice to the Under Secretary regarding all science-related matters pertaining to the wide range of NOAA's responsibilities. There is no other federal agency, committee, or element of the Department with existing capabilities that are provided by the SAB.

The charter has evolved since its inception in 1997 so as to accurately describe the SAB's purpose, membership, and administrative provisions. To more fully align the charter with the current state of the SAB and NOAA, the proposed renewal charter includes the following modifications:

- An addition to the second item under *Members and Chairperson* that reads "The term of the Chairperson will be until the end of the selected member's term on the Board or sooner, at the discretion of the Under Secretary." This change ensures the Chairperson has a specific time period for service but also allows the Under Secretary to make a change should it become necessary.
- A change to the third sentence of the third item under *Members and Chairperson* so it reads "Members whose terms have expired may remain on the Board until a replacement is appointed, at the specific request of the Under Secretary, and not to exceed one year beyond the original end date of the final term." This change ensures the permission of the Under Secretary is secured for a member to remain on the SAB and a member does not remain on the SAB, even with such permission, indefinitely after his/her term has expired. Thus, SAB members whose terms have expired are assured a final end date to their participation on the SAB.
- A change to the fifth item under *Administrative Provisions* in the amount of funding for the SAB Executive Director's Office from \$340,000 per year to \$350,000 per year. This represents a very modest increase in the support for the SAB Office relating to establishment of the Executive Director position as a full-time job.
- An addition to the seventh item under *Administrative Provisions* stating "Members of task forces and working groups shall be appointed by the Under Secretary or his designee in accordance with applicable Department of Commerce appointment procedures for members of advisory committees." Since the last chartering of the SAB, the Department of Justice has expressed its view (in connection with other committees) that task forces and working groups made up of members who are not appointed to the committee are problematic. One of the concerns is task force and working group members are not subject to the same reviews full committee members undergo during the appointment process. We propose to resolve this concern by keeping the task forces and working groups provided for in the charter, but by revising the charter to provide for a task force/working group membership category, and instituting a practice whereby task force and working group members are appointed by a NOAA official after the regular reviews and vetting have been

conducted. We are examining ways in which we can minimize the amount of paperwork current task force and working group members will have to complete.

The Board is a continuing committee type. The annual cost of operating the SAB is estimated at \$350,000, which includes two person-years for staff support. This is exclusive of the cost of operating subcommittees, task forces, and working groups.

3. *Balanced Membership.* The membership will remain balanced in all respects. Composed of eminent scientists, engineers, resource managers and educators, the diverse membership of the SAB assures expertise reflecting the full breadth of NOAA's responsibilities, as well as the ethnic and gender diversity of the United States. This balance of expertise, gender, ethnicity, and geographical location will be maintained as vacancies are filled.

4. *Other Factors.* The advice provided by the Science Advisory Board to the Under Secretary is crucial to maintain NOAA's ability to carry out and continually improve its forecasting and stewardship missions and to assure scientific concerns of NOAA's partners and clients are considered by NOAA's top management. No other group of individuals, either within or outside of NOAA, has the breadth of expertise and objectivity to provide this kind of advice.



UNITED STATES DEPARTMENT OF COMMERCE
National Oceanic and Atmospheric Administration
Silver Spring, MD 20910

OFFICE OF OCEANIC AND ATMOSPHERIC RESEARCH

MAY 30 2007

MEMORANDUM FOR: John J. Kelly, Jr.
Deputy Under Secretary of Commerce for
Oceans and Atmosphere

FROM: Richard W. Spinrad, Ph.D, CMarSci
Assistant Administrator

SUBJECT: Proposed Renewal and Amendment of the Charter for the NOAA
Science Advisory Board

I have reviewed and cleared the following documents.

The NOAA Science Advisory Board's Charter will expire on August 9, 2007. The Charter must be renewed prior to this date by Department of Commerce (DOC). The renewal package must be received by the DOC Chief Financial Officer and Assistant Secretary for Administration, Otto J. Wolff, by June 14, 2007.

Attachments



Printed on Recycled Paper



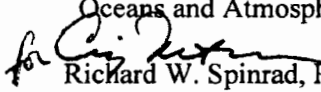


UNITED STATES DEPARTMENT OF COMMERCE
National Oceanic and Atmospheric Administration
Silver Spring, MD 20910

OFFICE OF OCEANIC AND ATMOSPHERIC RESEARCH

JUN 04 2007

MEMORANDUM FOR: John J. Kelly, Jr.
Deputy Under Secretary of Commerce for
Oceans and Atmosphere

FROM: 
Richard W. Spinrad, Ph.D, CMarSci
Assistant Administrator

SUBJECT: Proposed Renewal and Amendment of the Charter for the NOAA
Science Advisory Board

I have reviewed and cleared the following documents.

The NOAA Science Advisory Board's Charter will expire on August 9, 2007. The Charter must be renewed prior to this date by Department of Commerce (DOC). The renewal package must be received by the DOC Assistant Secretary for Administration and Chief Financial Officer, Otto J. Wolff, by June 14, 2007, in order to meet the requirements of the DOC Committee Management Handbook Part 2 – Federal Advisory Committees, Section C – Renewals. The handbook requires a proposal for continuation of an existing committee be received in the Office of Management and Organization at least eight weeks before the committee's termination date.


Attachments





UNITED STATES DEPARTMENT OF COMMERCE
The Deputy Under Secretary for
Oceans and Atmosphere
Washington, D.C. 20230

MEMORANDUM FOR: Conrad C. Lautenbacher, Jr.
Vice Admiral, U.S. Navy (Ret.)
Under Secretary of Commerce for
Oceans and Atmosphere

FROM: John J. Kelly, Jr. 
Deputy Under Secretary of Commerce for
Oceans and Atmosphere

SUBJECT: Proposed Renewal and Amendment of the Charter for the Science
Advisory Board

Name(s) of Person(s) Requesting Action/Correspondent: Otto J. Wolff, Chief Financial Officer
and Assistant Secretary for Administration

Action Required: Review the revised Charter for the Science Advisory Board (SAB) and
forward to DOC ASA/CFO for review and approval.

Subject/Issues Raised by Person(s) Requesting Action(s)/Correspondent:
Proposed Renewal and Amendment of the Charter for the Science Advisory Board

Major Points in the Response:

- The Charter for the NOAA Science Advisory Board (SAB) will expire on August 9, 2007. The package must be received by DOC ASA/CFO by June 14, 2007 as per the DOC Committee Management Handbook Part 2 – Federal Advisory Committees, Section C – Renewals. The handbook requires a proposal for continuation of an existing committee be received in the Office of Management and Organization at least eight weeks before the committee's termination date.
- We are seeking to amend the SAB's Charter to establish the term of the SAB Chair as coinciding with the end of the selected member's term on the SAB, and to clarify SAB members may serve beyond their appointed term at the discretion of the Under Secretary for a period of time not to exceed one year from the original end date of the final term. A third amendment specifies task force and working group members shall be appointed by the Under Secretary or his designee in accordance with applicable Department of Commerce appointment procedures for advisory committee members.
- Over the past two years, the SAB has met five times, has received two reports from working groups, has reviewed three Cooperative Institutes, has established two standing and one ad hoc working group, and is establishing two additional working groups. The SAB has provided valuable advice to the agency on hurricane intensity research and ecosystem-based science and research.



Potential Controversy: None

Other Pertinent Information:

- We have consulted the Department of Commerce Office of General Counsel on the proposed changes to the SAB Charter. No objections have been raised to the proposed changes.

Coordination: Other than GC coordination, indicate all NOAA Line/Staff Offices consulted:

NMFS	NWS	NOS	OAR	NESDIS	PPI	NMAO	PA&E	PCIA	LA	IA	CFO	CAO	CIO	OED	AGO	WFMO	COS	DUS	AS	UNSEC	

Clearance Official(s)/Line Office(s)/Date of Clearance(s): Cleared by the NOAA Office of General Counsel and Department's Committee Management Officer

Contact Person: Cynthia Decker, Executive Director, NOAA Science Advisory Board, 301-734-1156, Cynthia.decker@noaa.gov

Attachments

From: Kevin Amos 
To: ExecSec

Subj: Review of Letter to DoC ASA/CFO on Renewal of Science Advisory Board Charter.

1. PA&E non-concurs with the package.

Comment: The package does not describe what action is required by Admiral Lautenbacher.

Recommendation: Include a statement on what actions Admiral Lautenbacher should take with this package. I.e. Please review the SAB charter and forward it to the Department of Commerce for review and approval for public release.

Comment: The package does not describe what action is required by the DoC ASA/CFO and a description of what will occur after his review.

Recommendations:

- Include a statement on what action is required by DoC ASA/CFO. I.e. Please review the attached draft charter and approve its release for public review.
- Include a statement describing what will occur after his review. I.e. After your approval of the draft charter, it will be published for public comment in the Federal Register. After the public comment period the charter will be revised as required and submitted to you for final approval/signature.

Comment: The OAR endorsement of the package states the package must be received by the DoC ASA/CFO by June 14, 2007 but it does not say why. The draft letter from Admiral Lautenbacher to Mr Wolff does not notify him of any particular urgency for the package.

Recommendation: Explain why the package must be received by June 14. Include a statement on the urgency of the review in the letter from Admiral Lautenbacher.