

Draft Minutes Meeting #51
Board and Executive Meeting of the Canadian Permafrost Association
Teleconference
06 October, 2022 1300-1500 EST (1100-1300 MST / 1000-1200 PST)

Attending:

Kumari
Peter
Jen
Madeline
Barb
Chris

Excused:

Lukas
Pooneh
Dale

Agenda

1. Approval of the Agenda
2. Approval of the Minutes of Meeting #50, 09 September, 2022
3. Matters arising from the minutes (But not covered later as agenda items)
4. President's report (KK)
 - a. General update
 - b. National Adaptation Strategy
 - c. AGM 2022 - updates
 - d. Standing International Committee
5. Treasurer's report (BF)
 - a. General update
 - b. Standing Finance Committee
 - i. General Update
 - ii. Charitable Foundation
6. Secretary's report (PDM)
 - a. General update
 - i. Nomination Committee
 - b. Standing Membership Committee
7. Communications director report (JH)
 - a. General update
 - b. Standing Dissemination Committee
8. Early Career representative report (MG)
 - a. General update
 - b. Webinars
9. Past-President report (LA)
 - a. Update on Action Groups
 - b. Standing Linkages Committee

10. Information Sharing
11. Any other business
12. Adjournment

Action Items:

ACTION: KK and BF finalize the loose ends this month on Dawson finances.

ACTION: KK to talk with Adrian Hill to see if these were paid, or if we have to.

ACTION: BF to look into paying 2 awards to runners up at \$200 each.

ACTION: KK to put options down on paper to compensate Astrid and circulate to the board for discussion and approval once we have Astrid's hours.

ACTION: PM look into drafting an amendment to the By-Laws to give us more wiggle room for putting together a slate of nominees by the NC.

ACTION: KK and LA send out a note to committees and action groups that we will need an update for the AGM.

ACTION: KK to prepare a quick survey to send out to our network to gauge interest in ICOP, and if they will attend in person, present talk or poster, write extended abstract or paper

Minutes

1. Approval of the Agenda
 - a. KK: Additions to the Agenda?
 - b. KK: I'd like to add an update from the EA as a standing item, after past president report.
 - c. All agree to add as a standing agenda item
 - d. No other questions: Approved.
2. Approval of the Minutes of Meeting #50, 09 September, 2022
 - a. KK: Corrections to the minutes.
 - b. None
 - c. Vote: Approved
3. Matters arising from the minutes (But not covered later as agenda items)
 - a. None
4. President's report (KK)
 - a. General update
 - i. I just sent out a survey about the Dawson Meeting. Hoped to get it out earlier, but it went out this morning. Thanks to Jen for putting together a gallery of photos. I sent that out today as well. comments are already starting to come in. Nice to see.
 - ii. KK: Astrid put together a nice video to thank the sponsors, and has shared that on SM.

- iii. I'd like to have the AGM in early December, the 7th. so we need to make sure that there is no Dawson stuff left over and hanging over our heads. We can get the budget sorted out by then.
- iv. JH: ArcticNet is the same time.
- v. KK: Is the 14th too late?
PDM: Should be good, people will still be around before going off on vacation.
- vi. KK: Good to get the financials sorted out this month from Dawson.
- vii. ACTION: KK and BF finalize the loose ends this month on Dawson finances.
- viii. Need to send out a newsflash about the positions that we are looking for, the President elect, member at large, communications director. Also need to drum up an EC rep for ICOP NOC. Also need to list the standing committees and the positions that are open.
- ix. KK: Last week I went to the Permafrost Pathways convening at Harvard. It is a large project led by woodwell climate research institute, Sue Natalie about \$42M to look at permafrost carbon in circumpolar north. A big component is to set up eddy covariance and methane stations to better quantify the carbon coming from the permafrost. Also a big permafrost policy component. haven't defined this, but need to look at how to get permafrost carbon emissions into IPCC emissions models and emissions reduction targets. Also, how to get Arctic Coastal communities relocated. A really loaded prospect. That is what the meeting was about. About 40-50 people there, lots of policy there. NSF was there. About 1/3 were from Alaska, including indigenous community members. A 1.5 day meeting. 3 Canadians there: Jennifer Spence (connected to Ottawa and Carleton University, and involved in the policy side. Thomas Homer Dixon (Cascade Institute), and me from the CPA. Permafrost Pathway footed the bill for the trip. Takeaway. They were planning on collaborating with Russia, but not now. They need to be working with us, and building strong partnerships. They are figuring out how the US and Canada can work together. This has implications for the Permafrost Strategy that PermafrostNet is working on. I will be sitting on a panel on the Strategy committee on 18 November at the Canadian Science Policy conference in Ottawa. There will also be a panelist from the Permafrost Pathways. There were some senior civil servants from the US, David Bolton, said, "Be careful what you wish for". MOU could come with lots of administration and not that much Money. THD is very much invested in getting Canadians involved in the Permafrost Pathways project. I learned that scientists are not policy people. This meeting had the right number of people at the table, that being said, we need to make sure that the scientists are heard at these policy talks. I'm a bit worried that the eCascade Institute is trying to take a leadership role, and what that means to the CPA and PermafrostNet. My understanding of the Cascade

institutes and how it works is not that clear to me, but certainly Permafrost Pathways is aware of THD's desire to take on that role. Permafrost Pathways was asking me about this, and if it should be the CPA. Comments? Advice? I need some support on how to navigate this. Permafrost pathways and the Cascade Institute. I spoke with Jennifer Spence about developing a mind map of who is thinking about permafrost in Canada, and their interests.

- x. LA: Once quick observation. Regarding hazard mitigation, I also hear in parallel that they are looking at consultants in Alaska to look into relocating and protecting communities. So what is the researcher's job and what is the consultant's job? Relocating communities should be a consultant's job, but it seems like money is going toward that.
- xi. KK: I think that the energy is being spent on policy, that will drive the consulting.
- xii. LA: It's not that I'm looking for work, but one of the expensive things in the budget is for relocation. but it seems like the budget will actually be spent on the network. My second point is that I'm happy to support your discussion with THD. he is not a permafrost worker, but he is a systems thinker. They don't want to do specific technical work, but they do want to come up with a strategy to deal with things in a complex system. THD needs to be linked to the permafrost community more, but our task is to make sure that the Cascade Institute is involved in the CPA, and i have no problem having the Cascade Institute do permafrost institute. Mike Brown is not going to run things, he wants to hand things off like he did with the Cascade Institute.
- xiii. KK: My concern was that TDH was quickly going from a short story to this is how Canada can help. He was pushing me to do things, and I suggested that he approach things as "how can I help", not "hey come follow me". He has very valuable skills, and we do need to work with people like him. I need to figure out how to do this. I need to dig into emails that he's sent and the Cascade INstitute itself. Duane Froes is involved, and I will get Cc'd on emails.
- xiv. KK: at our next meeting, I'd like to talk about the plan for the Strategy Committee Panel at the Science Policy conference.
- xv. LA: How is Woodwell linked to the USPA? Are they? or are they on their own.
- xvi. KK: I don't think that they are really connected to the USPA. They didn't seem to see much value.
- xvii. LA: One general concern is that permafrost has been a geoscience and technical discipline, here they seem to be distanced from the geoscience and engineering community. In the CPA we are building these bridges, but maybe they are not doing these things in the USPA.
- xviii. KK: The concern here is to do with data and knowledge sharing?

- xix. LA: Even the basic knowledge of permafrost can be lacking, and with ridiculous numbers because they don't understand permafrost. These emerging fields may not have the permafrost knowledge, so it is a concern.
- xx. KK: We can lead by example and provide open sources of information. Like these videos that Chris Burn is working on at the moment. He is putting together this set of introductory videos and a complimentary video that is more detailed. Those will be available later on. That resource will come along. I take your comment that these people need to be connected to the permafrost geoscience community.
- xxi. KK: If you want to know more about Permafrost pathways let me know.
- b. National Adaptation Strategy
 - i. Scratch this
- c. AGM 2022 - updates
 - i. Proposed date of December 7, needs to get bumped to Dec. 14th.
- d. Standing International Committee
 - i. No update
- 5. Treasurer's report (BF)
 - a. General update
 - i. Membership: no new members. Same, 222 members. Same distribution.
 - ii. Assets: \$140208. Revenue so far: \$23820. Expenses: \$15138. The main expense was \$3600 for poster awards. I also paid our EA \$815. Paid Membee \$373. and \$17 in banking fees.
 - iii. BF: Dawson: \$180K expected revenues. So far ~\$164K. Still need some payment from some of the sponsors. We are still missing one conference registration payment, so I have to track that down. \$88688 paid in expenses. I just received the invoice from Bonanza, and I will pay that by check, but it is for ~\$36K. Maybe by a bank transfer, but we are limited to \$10K a day, and there are fees that add up. By cheque, we may need two signatures.
 - iv. LA: I can get cheques when I go to the office next week. We can send multiple checks and we don't get charged for them. and I think if they are an RBC customer, then we won't have to pay banking fees.
 - v. BF: I don't think that they are. I'm leaning toward cheques. I'm still trying to get this master agreement sorted out. We've had difficulty with the digital version, so I am getting a paper version.
 - vi. I'm still waiting for funds from a few groups.
 - vii. For the honoraria, we had \$25K set aside for them, but we don't have any invoices for these. If we pay these, we will still probably make a profit, but if we don't pay these, we would make a bit more.
 - viii. KK: I will talk with Adrian Hill to see if those were paid from the CCN funds.
 - ix. ACTION: KK to talk with Adrian Hill to see if these were paid, or if we have to.

- x. BF: There were still a few loose ends related to accommodations. A few reimbursements. should I just do this, or wait until they sort out things on their side? That is still part of invoices that need to be taken care of.
- xi. KK: It sounds like we will still make a bit of a profit.
- xii. AS: There are also 2 x \$200 wards for honourable mention that we have to give out.
- xiii. ACTION: Ok, I will look into paying these.
- xiv. KK: Astrid did a lot of work in the summer to help get ready for the Conference. I'd like to propose that we top up her time for those hours worked. but we need to know how many hours she worked.
- xv. JH: She did work a lot. And we did not get a request for overtime, but we did ask her to do tasks so it is implicit.
- xvi. BF: We would be OK with the budget.
- xvii. JH: Maybe we do a separate contract that is related to the Conference, rather than the CPA.
- xviii. KK: We couldn't have done it without Astrid, and her help is appreciated. We need to discuss this offline as she is here now.
- xix. JH: Should be sooner than later.
- xx. AS: I have hours recorded.
- xxi. KK: and we can assume that you were working full time the week before and the week of the conference.
- xxii. ACTION: KK to put options down on paper and circulate to the board for discussion and approval once we have the hours.

b. Standing Finance Committee

i. General Update

- 1. Wendy just came back from the field, so not a lot of progress. Once we have our finances sorted out, we can then decide to hire a lawyer.
- 2. LA: We can wait, and perhaps we need to ask the membership about spending this in the next year?
- 3. KK: But do we want to do this now so that we can keep it moving? Does this make strategic sense?
- 4. LA: I think that we wait to see what we get from Dawson and then go from there.

ii. Charitable Foundation

6. Secretary's report (PDM)

a. General update

i. Nomination Committee

- 1. The NC has finally gotten going. I got clarification from the Chair of the SMC about what has been holding things up, and so I was asked to take this on for the Chair. The NC has met and will develop a slate shortly. They are going to ask the membership for any volunteers via a news flash.

- ii. PM: I need to draft a proposal to give us more flexibility with our timelines.
 - iii. CB: If you put “normally”, rather than “must be”, you have a good way to word it. The most important thing is to not have people going round before the AGM drumming up volunteers.
 - iv. ACTION: PM look into drafting an amendment to the By-Laws to give us more wiggle room for putting together a slate of nominees by the NC.
 - b. Standing Membership Committee
 - i. Not much progress here.
- 7. Communications director report (JH)
 - a. General update
 - i. Just keeping things going and gearing things up for meetings this fall.
 - b. Standing Dissemination Committee
 - i. Steve Kokelj is the chair for the moment, but we need to get someone else to take on that role.
- 8. Early Career representative report (MG)
 - a. General update
 - i. See below
 - b. Webinars
 - i. I’ve been getting things rolling for webinars with Sue, Naomi, and later on one with Lukas and Ashley.
 - ii. Sue Natalie will give a webinar on Nov 3, 2022.
- 9. Past-President report (LA)
 - a. Update on Action Groups
 - i. I don’t have much follow up with the action groups, but I know that there is progress with the Glossary committee
 - b. Standing Linkages Committee
 - i. Not much of an update here.
 - c. ACTION: KK and LA: Send out a note to committees and action groups that we will need an update for the AGM, so now is the time to get a bit of a report.
 - d. LA: We need to send out a reminder to the new members about the action groups so that they know what we are doing at the CPA.
- 10. Update from Executive Assistant.
 - a. Working on the newsletter. It will have a note about the Dawson meeting, and a note about Pascale. There are a few items that we will add. If you have any items you want added, please let me know. I also made a video.
 - b. KK: Next newsletter?
 - c. AS: End of November. Next newsletter in January.
 - d. KK: Questions for Astrid?
 - e. CB: There is this person called Alexandra Crate, who wrote a book Once Upon the Permafrost. She doesn't go to Siberia anymore because it's in Russia, and it would be interesting to have her submit something to the Newsletter on anthropological aspects of permafrost. It would give her some more visibility in

the Canadian context, but I think that it would be of interest to us. Good for the newsletter.

11. Information Sharing

- a. CB: The CPA is going to have to produce some information for the international community about the status of the planning and a timetable. We need a plan. But by January/February we will need this information. the pace will have to be picked up. There is an RCOP in Spain this year. This will take up the bandwidth, but as of June there will be nothing else between us and the public. We will have this meeting at the end of November/Early December. At that time we will need to have something sorted out.
- b. LA: Do you want this via the CPA or from me, who is organizing the conference?
- c. CB: The president of the IPA doesn't really care, just needs the plan.
- d. LA: I have been working on a document with a timeline, and we will move it along. I've run it past Hanne Christianson.
- e. CB: Helpful to know that it is moving along. I have to write a report on the North Yukon Permafrost Conference. The CCN needs this, and the editor of Geoscience Canada is enthusiastic about having a conference report in the journal. He saw the innovation in the meeting. The reporting on the conference is in hand. A draft will be ready by the end of the month, then it needs to be approved by the participating groups. Everyone needs to agree to this.
- f. LA: related to ICOP progress, How should we communicate to the IPA and CPA? I won't be on the board after this year. What is the best way of communicating progress?
- g. CB: I think that we can invite people to give a report. Do you get invited to give a report and disappear, or do you become an Ex officio, and participate but you don't get to vote? I don't have a view on which is the best, but both should be considered.
- h. KK: You are a busy guy, you can come and give a report and be on your way.
- i. PDM: I think that we can add a standing agenda item to get a report from the NOC.
- j. KK: the Yellowknife Geoscience Forum is about 6 weeks away. Abstracts are due soon. Ashley is the chair of the organizing committee, and I've just asked Duane Froes to give a keynote talk.
- k. LA: I remembered to mention that the ASCE is planning a cold regions conference in 2024, in May, so that is prior to ICOP. Heather Brooks said that they are trying to figure out when to have their conference, but they may try to link their meeting with ICOP. Heather thought that ICOP might not have papers. I corrected her. PPP reached out to me for a Transactions issue. and because we have so many field trips, I didn't think that it was a good idea to have a conference so close.
- l. CB: Did they think about having it at the ICOP?
- m. LA: No. They were not.
- n. CB: Is that a capacity issue?
LA: I think so.

- o. CB: It is just that they have a very efficient process for papers. It would be very efficient if they were coupled together.
- p. LA: The problem with ASCE is the copyright, and the papers are hidden behind paywalls. Access to the papers from Quebec and published by ASCE has been challenging.
- q. KK: We have been discussing things with Fourwaves for the Geoscience Forum, and others have been using them for conferences and abstracts. I have to find out about full papers and extended abstracts. We will need to find someone to do the work of formatting the papers. I just heard back from Canadian Science Publishing, they are going to discuss our needs and get back to us. I haven't heard from Geoscience Canada yet. I still don't have a good idea about the number of papers, but that needs to be scoped out.
- r. CB: I suggest that you put together some basic indication that we can flash out, are you planning on attending, a paper or an abstract. If that is simple and comes back to someone like Emma, we can compile it and get some numbers. Not lots of details, just an assessment of interest.
- s. ACTION: KK to prepare a quick survey

12. Any other business

- a. CB: We are in an even year 2022, so we don't have to worry about awards.

13. Adjournment

- a. PDM: Are Fridays still OK?
- b. Most say yes.
- c. Adjourned: 14:49 Eastern
- d. Next meeting, Friday November 4th, 2022.