DATE: June 23, 2010

TO: CORRIM Board, Members and Supporters

FROM: Elaine Oneil, Executive Director and Tom McLain, Secretary

SUBJECT: MINUTES OF THE 2010 ANNUAL BOARD MEETING, held in Madison, Wisconsin, JUNE 22, 2010

(DRAFT, please provide additions, corrections to eoneil@u.washington.edu)

Call to order: The meeting began at 2:30 CDT June 22, 2010 with 11 voting members or their alternates and 12 non-voting members, advisors, cooperators, Technical Committee members and guests represented. Eleven of 17 eligible voting Board members were represented including 5 by speakerphone.

Attendance: Institutional members: Steve Kelley, Bruce Lippke (alternate for Ivan Eastin), Tom McLain, Adam Taylor, Elaine Oneil, Tim Rials, Robert Meyer (alternate for Susan Anagnost), Jim Bowyer (alternate for Pat Huelman) and by phone Dan Hindman, Leonard Johnson, Steve Shayler Jennifer O’Connor (alternate for Ian De la Roche), Sue Stillman (alternate for Philip Steele), Forest Service advisors: Ken Skog, Richard Bergman, other members by phone, Bryce Stokes, Wayne Trusty, Cooperators, technical committee members, and other interested participants; Mason Earles, Qi Li, Tom Milton, Archie Landreman and by phone Maureen Puettmann and Joe Roise.

Board member eligibility: Washington State University and Louisiana State University remain temporarily vacant leaving 17 eligible voting members or their alternates of which 11 were represented. The Board approved Professor Emeritus and previous Board member Jim Bowyer as a voting alternate for Pat Huelman.

Minutes of the June 23, 2009 Annual Board Meeting were approved as distributed. The Board passed a resolution “that all conduct and actions of the Directors and Officers since the last annual meeting which were referred to or disclosed in communications to members be ratified, confirmed and approved.”

Annual report: The draft annual report distributed prior to the meeting was approved subject to other review comments received within the next three weeks. The financial statements attached to the annual report were reviewed and approved subject to final adjustments reflecting end of
month interest income for consistency with the report that will be provided to the IRS for the fiscal year ending June 30, 2010.

**New grants received:** Oneil reported on a grant for $80,000 that was received from the British Columbia (BC) Forest Sector Climate Action Steering Committee (FSCASC) to extend the work completed last year on developing carbon tracking charts using BC specific mill and forest data and including parameters for soil carbon and differential assumptions on growth rates, volume recovery from disease infested stands, and energy value assumptions in the mill. In addition there was a contract of $1,132 to cover travel expenses and time for presentations to Canadian builder groups. Other new income includes $9,000 in donations, $5,000 Hampton Resources and $4,000 from the Composite Panel Association, and $7,500 from Yale University as our newest research institution member.

**Fund raising:** Lippke provided a report on the DOE/CSREES grant for $1.4 million dollars that was submitted in June 2009 and awarded in November 2009. This grant extends the analysis for the BioLCI grant as outlined in the updated task plan and budget that was sent to members for ratification prior to the meeting. Progress to obtain the funding has been delayed as DOE developed a new management system that required a complete resubmission of the proposal including detailed budgeting by research institution. The $24,000 shown as consultation BioLCI for the current year is just a portion of the cost of working with DOE to receive the award for the DOE grant. Much of the time was donated as there was no available open budget. This consultation cost may be chargeable to the grant if within the 90 days prior to the award or will default to the consultation and/or communication fund or a reduction in the unallocated working capital if not. The grant is now in review by DOE with a yet to be determined award/start date.

A proposal to the UW Environmental institute to obtain seed money to establish a multidisciplinary cluster for research and education from faculty and students in the School of Forest Resources (SFR), the School of Architecture (SOA), and the Department of Civil and Environmental Engineering (CEE) that developed the interface between the LCA of wood materials, structural engineering and architecture was not successful. A similar proposal with a much expanded scope, and including participants from the ILBI (International Living Building Institute) was also submitted through the NSF EFRI-SEED process without success.

**Publications and presentations:** Board members and participants were provided with copies of the special issue of Wood and Fiber Science that was published in March 2010. Additional copies were provided for those who wanted them. The special issue (42) contains 10 articles covering all Phase II research plan modules. The 11th article on seismic code considerations was withdrawn but will be posted as a Phase II publication on the CORRIM website. The articles and module reports are listed in Appendix C of the Annual Report detailing CORRIM's publication and presentation record. Publication costs were $12,795.

Appendix C of the annual report also details the 27 presentations made this past year to policy and trade groups including testimony before the United States Senate Committee on Energy and Natural Resources, for their hearing on "Concerning the Management of Federal Forests in Response to Climate Change, Including for Natural Resource Adaptation and Carbon Sequestration", which generated some interest from the press regarding the carbon/climate/wildfire interactions. Supporters are requested to provide any additional
presentations that may have been omitted in the interest of providing a complete record of accomplishments.

**Website updates:** The CORRIM website has been completely redesigned to capture the breadth of what we do and make our material more accessible. It includes a search function on each page that will list all articles, presentations, streaming videos, and reports for a specified topic from the website. Any articles or presentations that you may have made that are CORRIM related can be posted there for easy accessibility. Activity on the www.corrim.org website as shown in the publication chronology in Appendix C of the Annual Report has held steady this past year despite relatively little new content until the most recent month.

**Progress reports on grants in brief:**

**Fire Risk Reduction Treatment Impacts on Carbon for Western Forest Types - activity report:** Input from USFS cooperators identified 6 forest types within the 11 western state region with the greatest risk of fire and potential impact on carbon offsets from alternate management treatments. To adequately capture the complexity and natural variation in stand information and treatment impacts an expert system was developed to import all FIA data over 11 western states into a database, extract the plots in the relevant forest types, categorize them according to risk indices, and project growth, risk, and management scenarios through a 100 year simulation period. Fact sheet 8 was produced to characterize the processing capabilities developed as part of this project to evaluate the impact of fire risk treatments on carbon. Scenarios for ownership based management plans resulting in increased carbon sequestration in the forest, products, product displacement offsets, and reduced fire risk are currently being finalized. The analysis provides information to help prioritize management of fire prone ecosystems and identify the thresholds for treatment effect based on forest inventory attributes. This expert system framework will identify where the synergy between reduced fire risk and other management objectives is most likely to occur. The analysis of the different forest types should also help prioritize which ecosystems will provide the most cost effective opportunities.

**Biofuel LCI activity report:** Following two workshops held in the prior year to refine the work plan, training sessions were held on the development of input output impact spreadsheets derived from processing models and how these will be used to develop LCI profiles in SimaPro. Preliminary processing models have been developed for pyrolysis, gasification and fermentation processes. Webinars were held to review results and test use of the data in SimaPro. Biofuel collection information is being prepared for development of the cradle to input processing gate LCIs. Integration across all modules is expected to commence this summer.

**BC carbon tracking activity report:** The extended modeling project uses inventory data on stands from the interior wet belt and coastal western hemlock zones, along with forest soil information specific to each region. Analysis of old growth ‘fall-down’ and ‘fall-up’ are being assessed. A specific focus on including soil carbon has been emphasized in this grant to address criticisms highlighted in prior carbon tracking charts. The focus is on comprehensiveness but is not expected to result in any significant change in the impacts of treatments on total carbon accounting.

**Old and New Business:**

**US LCI database:** The Board expressed continued support for increased educational activities as
an important future thrust if funding can be found. An open discussion of what is needed for
greater educational impact was included in the FPS technical session on LCI/LCA research
sponsored by CORRIM. A number of different ideas were presented and have been summarized
in an attachment. Consideration for updating our Bylaws was postponed pending the results of
the planned strategic planning retreat which could impact the need for revisions.

**Election of Officers and Executive Director:**
Potentially open positions requiring action by the Board included:
Extension of Vice President Leonard Johnson’s term for one additional year
Extension of Treasurer Tom McLain’s term for one additional year
Extension of Interim Executive Director Elaine Oneil’s mandate
The Board unanimously approved a motion to extend the term of the officers, for one year and
extend the mandate of Executive Director.

**Future Directions:** The discussion of agenda items related to strategic planning, education,
communications, extension funding, the interface with other initiatives and updating US LCI
data were sufficiently related that they are captured under future directions with cross-cutting
and related themes summarized together.

President Steve Kelley opened the discussion of future directions by highlighting our history of
success at delivering good information on a project by project basis. At the same time he opened
the floor to a discussion of where we go from here and what should our business model be in
charting that course into the future, with emphasis on what kind of business model we need to
adopt to fund operations. It was advanced that we need to ensure the continuity of CORRIM
separately from its project funding as a key vehicle to disseminate the information we have
gathered. It was noted that we are a 501c3 organization (not-for-profit) so we can ask for
donations to support an education/extension mission. We have not taken this approach to obtain
administrative funds beyond the initial membership fees that established our working capital.
Two main themes arose from the discussion; the first centered on education, extension, and
policy implications of the information we have produced and the second on maintaining and
updating the integrity of the data itself. There was recognition that two themes are intertwined
because the need for data updating is integral to the downstream use of the data in policy
development, environmental product declarations, building code development, green building
initiatives, marketing and advocacy. At the same time, changes in ISO standards and the LCA
metrics used to support those standards need to be integrated into any future analysis and applied
to historical data as part of the updating process. In particular eco-toxicity measures are being
removed from the TRACI systems and replaced by USEtox measures as outlined in the ISO
21930 standards document. The most critical updates are for industry specific boiler data, and
for updated softwood data for the PNW and SE regions if users want to meet the ISO standards
for environmental product declarations with our data. The repair of latent errors in phase I work
is also needed, but those repairs are of lesser significance.

The extension, education, and data use discussion began by highlighting that we don’t have a
robust plan for dissemination and have thus far relied on volunteer effort to disseminate with
mixed success. In order to develop a more focused effort we will need to revisit our business
model. As part of this discussion we began articulating potential directions we might take with
respect to expanding our research from attributional LCA’s to consequential LCA’s. The goal in
this expansion would be to elucidate some of the more difficult policy implications/trade-offs that are emerging in the intersection of forest management, current and emerging wood uses, carbon accounting, and climate change mitigation areas. This would move us into a whole new area of research and integration. Some members questioned why we would want to move into the policy arena as it was outside our area of expertise and will likely reduce our reputation as an independent research organization. Providing scenario based alternative impacts for policy makers provides support to policy makers without advocating policies. Others suggested that it is a logical to expand into the policy realm given the current decision making matrix in society and the kind of effort, money, time, and intellectual capital we had invested in systematically organizing what was known and not known about the environmental impact of wood manufacturing. A discussion on how CORRIM should react to dueling science letters advocating policy such as the recent case of a letter from concerned scientists to Congress advocating that emissions from coal boilers are less than from biobased energy boilers resulted in general support for the position that individuals should take the initiative and provide their support for rebuttal letters where it can be supported by good science.

These points were further discussed as they pertain to CORRIM’s role as a science based organization which produces information that policy/advocacy groups may want to use to further their particular goals/objectives. Where the divisions between advocacy, education, extension, and marketing occur was discussed. As part of this discussion there was mention that we do want to advocate for holistic thinking about the use of wood, which includes education about LCA and specifically about how we conduct our LCA to meet ISO standards. There was a strong position put forth that we ensure CORRIM continues to be viewed as an science based and objective research organization while building relationships with marketing and advocacy groups, and lobbyists that find our material useful. Two reasons were put forth for this engagement. First, we want people to use the information we have developed and second we want them to understand both the limitations and strengths of the research which will require ongoing education/extension efforts to explain the significance of the individual research pieces and how they fit together.

As a first step in building the relationship with advocacy groups in July 2010 a workshop, sponsored by the green opportunities task force and co-led by the Forest Products Lab and APA, will be held in Madison WI. The workshop goals are to explore how LCA information can be used in promotion, identify what marketing people think is needed in order to use the information, to develop a plan that can deliver funding for specified projects, and to strategize on how to make the information that CORRIM produces more effective to user groups.

It was suggested that CORRIM act as a conduit to the other LCA information that is out there. Potential avenues to explore are forestry extension list serves and IUFRO forest products division with the goal of broadening the network of LCI/LCA links to the forest industry. It was also suggested that we raise the visibility, profile, and name recognition of the organization by establishing connections with a standing list of media and generating news releases at least monthly for these media centers. The goal would be to establish a whole new audience of people who would be interested in our work. Another option was to develop a LinkedIn or Twitter page as the social networking potential is enormous. In both instances we could raise our profile without taking the step of moving into consequential LCA’s. We produced few news releases in the past year but did produce 4 factsheets mostly in response to requests from legislators. We are
also presenting at various venues across the country, which serves to raise our profile, albeit it is limited to those who are at these meetings.

We discussed the need to use a public education/extension model that integrates across all projects to link elements of wood use, bioenergy, climate change, carbon accounting, green building initiatives, cap n trade, and international efforts into an integrated whole. The different skill sets needed for data collection and analysis (project work) and data use (extension) were clearly identified as one of the challenges we will face. It was stated that explaining the science is something that scientists don’t necessarily do well because they tend to be process oriented, not outcome oriented and do not take the next step of simplifying the complexities of research. In the past we have relied on extension services for this step but it was recognized that broader skills in public communication may be necessary. These comments clearly articulated the differing skill sets and interests across our membership base and suggest how we might use that diversity as a core strength during the development of a strategic plan that includes both data development and data use.

**Future meetings:** No dates for future Board meetings were set, however we committed to a 2 day workshop to discuss the CORRIM strategic plan. By August 1, 2010 an agenda and proposed dates and locations for a retreat to develop the strategic plan will be sent to all board members with the anticipation of a date toward the latter part of September as a target. The FPS 2011 annual meeting June 20 to 22 in Portland Oregon is the anticipated date for the 2011 Annual CORRIM Board Meeting.

**Adjournment:** The meeting was adjourned at 5:30.

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Elaine Oneil, Executive Director

ATTEST:

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Tom McLain, Secretary-Treasurer