

TO: Biomass Research and Development Board Members  
SUBJECT: Meeting Minutes  
TIME: 2:30-4:00 pm, Wednesday June 16, 2010  
LOCATION: 1E-245 Forrestal Building, DOE

---

### **Abbreviated Minutes**

Members reviewed and approved minutes of the March 11, 2010 meeting without modifications. This document is a summary of the June 2010 meeting minutes.

### **Agreements and Direction on Working Group Proposals**

- The Board requested that the Operations Committee provide a refined list of priority activities and an associated timetable to better manage workload demands and ensure cohesion and coordination. The Board also requested that the Operations Committee consider streamlining Working Groups or to adopt a work plan structure associated with agreed-upon deliverables.
- The Board agreed to the Operation Committee's recommendation to convene an experts meeting by the end of July to discuss algae R&D collaboration opportunities and to develop a recommendation on what, if any, activities may be necessary to conduct under the auspices of the Board.

### **Board Discussion**

- Board members provided greater detail on their main areas of interest, and how to focus on opportunities to facilitate coordination to ensure that the U.S. government adds value, supports enabling research, and ensures sustainability by considering integrated economic, environmental, and energy impacts.

### **Other Activities**

- Dr. Alan Hecht reviewed a White Paper developed by the prior Board's Sustainability Working Group describing recent activities to develop a set of biofuel criteria and indicators, with proposed actions.
- The Biofuels Interagency Working Group representatives briefed the Board on their activities to identify and lay out policy priorities.

### **June 16 Meeting Attendees**

#### **Biomass Research and Development Board Attending Members**

- Steven Koonin, Under Secretary for Science, DOE co-chair
- Dallas Tonsager, Under Secretary for Rural Development, USDA co-chair
- Roger Beachy, Director of National Institute for Food and Agriculture and Chief Scientist, USDA
- Peter Appel, Administrator of the Research and Innovative Technology Administration (RITA), DOT
- Paul Anastas, Assistant Administrator for the Office of Research and Development and Science Advisor, EPA
- Cora Marrett, Acting Director, NSF
- Shere Abbott, Associate Director for Environment, OSTP

### **Representatives Attending for Members**

- Robert Boyd, Defense Research & Engineering – Research Directorate, Office of the Secretary for Defense (OSD), attending for Principal Deputy Director, Defense Research and Engineering and Acting DOD Operational Energy Plans and Programs Executive Alan Shaffer

### **Board Operations Committee Members**

- John Ferrell, Biomass Program, DOE
- Sharlene Weatherwax, Office of Science, DOE
- Bill Hagy, Rural Development and Special Assistant to Sec Vilsack and US Tonsager, USDA
- Chavonda Jacobs-Young, Office of the Chief Scientist, USDA
- George Antos, Directorate of Engineering, NSF
- Alan Hecht, Office of Research and Development, EPA
- Donna Perla, Office of Research and Development, EPA
- Jan Brecht-Clark, RITA/DOT
- Peter Schmeissner, Science Division, OSTP

### **Biofuels Interagency Working Group Representatives**

- Sarah Bittleman, Senior Advisor to Secretary Vilsack
- Mackey Dykes, Advisor to Secretary Chu

### **Additional Attendees**

#### **DOD**

- William Harrison, Air Force

#### **DOE**

- Avi Gopstein, Senior Advisor to US Koonin
- Jessie Harris, Senior Advisor to US Johnson
- Valri Lightner, Biomass Program
- Sarah Lynch, Biomass Program

#### **DOT**

- Peter Chipman, FTA

#### **EPA**

- Patricia Truant, Office of Research and Development

#### **USDA**

- Jay Jensen, Deputy Under Secretary, Forestry
- Meg Bolin, Rural Development
- Jeff Steiner, Agricultural Research Service
- Todd Atkinson, Farm Service Agency
- Carmela Bailey, National Institute of Food and Agriculture
- Todd Campbell, Rural Development

#### **Former NSF**

- John Regalbuto, Professor, Dept of Chemical Engineering, University of Illinois at Chicago

#### **Observers**

- Kristi Kubista-Hovis, USDA examiner
- Uday Varadarajan, DOE examiner

#### **Energetics (DOE Contractor Support)**

- Shawna McQueen
- Amanda Chiu