**S 1074 Team Meeting**

**Location:** Omaha, NE , CHI Center, First Floor - In parallel with ASABE AIM 2023

**Date/Time:** July 11 2023, 10AM CST

**Attendees:** Jacton Ojego, Lingying Zhao, Erin Cortus, Lide Chen, Jun Zhu, Zong Liu, Xufei Yang, Ken Casey, Jacek Koziel, Mahmoud Sharara, Ruihong Zhang, Logan Britton.

**Meeting agenda:**

* **Discussion on the new project proposal and reviewer feedback**
* Mahmoud gave an update about the feedback we received on the new proposal. Overall, the comments are positive. Only one reviewer suggests a minor revision for further improvement.
* Suggestions: (1) cite the USDA strategic goal; (2) cite the latest references relevant to sustainability; (3) give specific examples to better gauge the outcome; and (4) clarify how the outcome and long-term impacts will be measured and quantitated.
* Erin and Mahmoud will edit the proposal to address the reviewers’ comments.
* Jun, Ken, and Zong make a few suggestions on how to address the comments. Not every comment must be addressed by revising the proposal text. Certain comments (requiring substantial efforts) can be addressed with response to comments.
* Erin suggests that impact assessment can be internal. Zong and Lingying share some thoughts on this. A major one is to clarify that the impact has been and will be documented in the state reports and the collective report. Ruirong emphasizes measurable outcomes, e.g., counting participation for outreach/extension efforts. The state report should include individual efforts and joint efforts. Erin cites Wendy’s point that joint efforts should be emphasized and highlighted.
* The new administrative director is Kelly Garbach. We will need to extend the invitation to the project advisors for last meeting/kick-off meeting.
* **Annual Meeting**
* A virtual meeting in August was discussed. Different team members communicated scheduling conflicts/travel that may prevent their participation.
* The group agreed on using the next meeting event to finalize report for the OLD S1074, and pending project approval, outline new proposal deliverables and plans.
* Discussions on planned webinars and potential industry and stakeholder invitations, and format for these events over the next quarters.
* The meeting was adjourned at 11:15AM CST