



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

MEMORANDUM FOR Bruce Andrews
Deputy Secretary of Commerce

FROM: Ellen Herbst *Ellen Herbst*
Chief Financial Officer
and Assistant Secretary for Administration

SUBJECT: Recommendation for Approval for the National Oceanic and
Atmospheric Administration (NOAA) to Attend the American
Meteorological Society (AMS) Severe Local Storms Conference

Attached for your review and approval is a synopsis of the American Meteorological Society Severe Local Storms Conference scheduled for November 7-11, 2016 in Portland, Oregon. The expenses for the conference and net cost to the Department are estimated to be \$120,796.

I have reviewed and concur with the Office of Financial Management that the data submitted by NOAA seems reasonable. I recommend you grant approval to allow NOAA to attend the American Meteorological Society Severe Local Storms Conference.

If you have any questions, I am available to discuss at your convenience.

Attachments

A handwritten signature in black ink, appearing to read "B. Andrews", written over a horizontal line.

Approved

Disapproved

Date

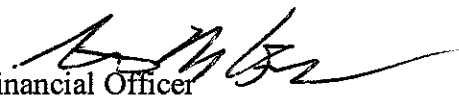
cc: Mark Seiler, NOAA



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

OCT 27 2016

MEMORANDUM FOR Ellen Herbst
Chief Financial Officer
and Assistant Secretary for Administration

FROM: Stephen Kunze 
Deputy Chief Financial Officer
and Director for Financial Management

SUBJECT: Recommendation for Approval for the National Oceanic and
Atmospheric Administration (NOAA) to Attend the American
Meteorological Society (AMS) Severe Local Storms Conference

Attached for your review and concurrence is a synopsis of the American Meteorological Society Severe Local Storms Conference scheduled for November 7-11, 2016 in Portland, Oregon. The expenses for the conference and net cost to the Department are estimated to be \$120,796.

Expenses have been reviewed and validated as reasonable. I recommend Deputy Secretary Andrews grant approval to allow NOAA to attend the American Meteorological Society Severe Local Storms Conference.

If you have any questions, I am available to discuss at your convenience.

Attachments




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

SEP 30 2016

MEMORANDUM FOR Ellen Herbst
Chief Financial Officer
and Assistant Secretary for Administration

FROM: Benjamin Friedman
Deputy Under Secretary for Operations

Renee Stone 
Chief of Staff

SUBJECT: NOAA Approval for 2016 AMS Severe Local Storms Conference

The purpose of 2016 AMS Severe Local Storms Conference is to provide a foundational venue for discussing research needs to improve understanding, prediction and communication of severe weather threats. The conference is one of the largest gatherings in the United States of operational meteorologists and scientists from across the weather enterprise that is focused on the prediction and analysis of severe storms. NOAA has a mandate to provide weather, water, and climate data, forecasts and warnings for the protection of life and property and enhancement of the national economy. This annual conference provides a forum for partners including other government agencies and emergency managers, researchers, media, insurance industry, non-profits, private sector, and more to pursue important issues relevant to the entire weather enterprise. The focus is to improve understanding and prediction of severe storm forecasting by sharing the latest research/insight and improving future communication, products and services. The proposed attendees are from NOAA's Office of Atmospheric Research and National Weather Service. The overall majority are "presenters" at the conference which is the best forum for sharing and discussing recent research and techniques, and defining future research needs and prediction model improvements.

In terms of optics, this conference is widely attended by members of the public and other Federal Agencies. The registration fee does not include the provision of meals or alcohol.

We approve 2016 AMS Severe Local Storms Conference occurring November 7-11, 2016 at an estimated cost of approximately \$120,796 and confirm this event is mission critical.



Conference Synopsis

Bureau:	National Oceanic and Atmospheric Administration
Conference Title:	AMS Severe Local Storms Conference
Dates/Total Number of Days:	November 7 – 11, 2016/5 days
Location/Venue:	Portland, OR
Number of DOC Attendees:	47 (including 4 locals)
Number of Other Federal Attendees:	0
Number of Non-Federal Attendees:	0
Total Number of Attendees:	47
Net Cost to DOC:	\$120,796
Gross Conference and Travel Costs:	\$120,796
Transportation Costs (air, lodging, M&IE):	\$80,479
Other Costs:	\$40,317
Funded by:	NOAA (NWS, OAR)
Procurement Method:	N/A
Total Average Cost per Attendee:	\$2,570

Description:

The 28th Conference on Severe Local Storms is organized and sponsored by the American Meteorological Society (AMS), and is a foundational venue for discussing research needed to improve understanding, prediction, and communication of severe weather threats. The conference is one of the largest gatherings in the United States of operational meteorologists and scientists from across the weather enterprise that is focused on the prediction and analysis of severe storms.

NOAA and the Department of Commerce's goal of building a "Weather-Ready Nation," requires the action of a vast nationwide network of partners including other government agencies and emergency managers, researchers, the media, insurance industry, non-profits, the private sector, and more to collectively leverage ideas and practices. This conference is one of the more important venues for accomplishing this goal. NOAA employees attending this event work directly on projects to research, model, predict, and communicate severe storm events, which is a fundamental purpose of these organizations.

NOAA has a mandate to provide weather, water and climate data, forecasts, and warnings for the protection of life and property, and enhancement of the national economy. NOAA's vision is a "Weather-Ready Nation," which is a society that is prepared for and responds to weather-dependent events. To implement this mandate and vision, NOAA's Office of Atmospheric Research and National Weather Service continually develop scientific techniques to improve severe storm modeling.

Notes:

1. The focus is to improve understanding and prediction of severe storm forecasting by sharing the latest research/insight and improving future communication, products and services. Out of the 47 attendees, there will be 43 presenters at the conference which is the best forum for sharing and discussing recent research and techniques, and defining future research needs and prediction model improvements.

6. Historical Information:

a. 2012 – Nashville, Tennessee, 34 attendees, \$51,000 (\$1,500 per attendee)

b. 2014 – Madison, Wisconsin, 85 attendees, \$150,120 (\$1,766 per attendee)

Note: The conference is held every two years. The increase in attendees from 2012 to 2014 is largely attributed to a broader data call and more emphasis on the conference's importance from leadership. This year, less travelers will attend due to budgetary restraints and travel cap. It is further noted that only individuals with a substantive role in the conference are planning on attending this year.



Department Of Commerce
Office of Administrative Programs
Conference Reporting

Bureau:	NOAA
Tracking Number:	2017-NOAA-00303
Updated:	10/26/2016 12:26

Conference Title
AMS Severe Local Storms Conference

Point of Contact Name	POC Email
Acy Butler	Acy.Butler@noaa.gov

Alternate Email Addresses

Conference purpose
The 28th Conference on Severe Local Storms is organized and sponsored by the American Meteorological Society (AMS) and is a foundational venue for discussing research needed to improve understanding, prediction, and communication of severe weather threats. The conference is one of the largest gatherings in the United States of operational meteorologists and scientists from across the weather enterprise that is focused on the prediction and analysis of severe storms.

Mission Critical?

Funds Obligated?

Department of Commerce Participation Attending ▼

Co-sponsors

Location
Portland, Oregon

Facility name
Hilton Portland & Executive Tower

Federal facility

Start date	End date
11/7/2016	11/11/2016

Conference Days	Travel Days
5	2

Website
<https://www.ametsoc.org/ams/index.cfm/meetings-events/>

Bureau:	NOAA
Tracking Number:	2017-NOAA-00303
Updated:	10/26/2016 12:26

Attendees	Estimated	Actual
Department of Commerce Local	4	0
Department of Commerce Travelers	43	0
Invitational Travelers	0	0
Non-Department of Commerce	0	0
Non-Federal	0	0
Total attendees	47	0

Costs	Estimated	Actual
Transportation	\$33,435.00	\$0.00
Lodging	\$33,124.00	\$0.00
Meals and incidental expenses (M&IE)	\$13,920.00	\$0.00

Food/Meals Provided		
Breakfast	\$0.00	\$0.00
Lunch	\$0.00	\$0.00
Dinner	\$0.00	\$0.00
Food subtotal <input type="checkbox"/> Deduct from M&IE	\$0.00	\$0.00

Other Costs (Must Be Explained in General Comments Section)		
Meeting space rental	\$0.00	\$0.00
Audio visual equipment and service	\$0.00	\$0.00
Conference planner	\$0.00	\$0.00
Trainer/instructor/facilitator	\$0.00	\$0.00
Interpreters	\$0.00	\$0.00
Registration fees	\$31,255.00	\$0.00
Printing/design work	\$0.00	\$0.00
Supplies and materials	\$0.00	\$0.00
Translation of materials	\$0.00	\$0.00
Visa/passport fees	\$0.00	\$0.00
Ground Transportation	\$5,425.00	\$0.00
Refreshments/Breaks	\$0.00	\$0.00
Receptions (food and/or alcohol)	\$0.00	\$0.00
Telephone/Fax/Internet	\$0.00	\$0.00
Evacuation Insurance	\$0.00	\$0.00
*Miscellaneous	\$3,637.00	\$0.00
Total conference costs	\$120,796.00	\$0.00
Net conference costs	\$120,796.00	\$0.00
Average Cost per attendee	\$2,570.13	

***Description of Miscellaneous costs**
 Abstract fee, ATM fees, check baggage fees, and airport parking

General Comments