TO: Biomass Research and Development Board Members  
SUBJECT: Meeting Minutes  
TIME: 9:30am–11:30pm, Monday, June 20, 2011  
LOCATION: 4A-104, DOE

Welcome/Initial Business
The Board approved the February 2011 meeting minutes with no objections or corrections.

Briefings and Presentations to the Board

- **Bryce Stokes**, Senior Advisor to the Biomass Program, provided a 1-hour brief on the *U.S. Billion Ton Update: Biomass Supply for a Bioenergy and Bioproducts Industry*, to be released in late July/early August 2011.

- **Avi Gopstein**, Senior Advisor to USEC Koonin, and **Bill Hagy**, Senior Advisor to USEC Tonsager and Secretary Vilsack, provided a joint briefing on updating/expanding the Board’s 2008 National Biofuels Action Plan.

- **Sarah Lynch** provided a summary of major work plan updates from the Board’s Working Groups.

- **Joyce Yang**, Co-chair for the Algae for Biofuels, Biopower, & Bioproducts Working Group, provided a summary of Algae’s new work plan. The Board approved the plan.

- **Carmela Bailey**, National Program Leader, USDA/National Institute of Food and Agriculture provided an update on the Biomass R&D Initiative 2010 award selection and 2011 solicitation.

- **Avi Gopstein**, Senior Advisor to USEC Koonin, provided updates for the Department of Energy’s completed Quadrennial Technology Reviews and announced the capstone workshop to be held on July 13, 2011.

June 20 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  
- Peter Appel, Administrator of the Research and Innovative Technology Administration (RITA), DOT  
- Catherine Woteki, Under Secretary for Research, Education and Economics, Department of Agriculture  
- Steve Fetter, Office of Science Technology and Policy, attended for former OSTP member Shere Abbott

**Board Operations Committee Members**
- John Ferrell, Biomass Program, DOE  
- Bill Hagy, Rural Development and Special Assistant to Sec Vilsack and USEC Tonsager, USDA  
- Donna Perla, Senior Bioenergy Advisor, USDA  
- Alan Hecht, Office of Research and Development, EPA – attended for Member Paul Anastas  
- Shawn Johnson, RITA/DOT  
- Bob Czincila, RITA/DOT  
- George Antos, Program Director/Catalysis & Biocatalysis/CBET/ENG, NSF
**Additional Attendees**

**DOE**
- Avi Gopstein, Senior Advisor to USEC Koonin
- Paul Bryan, Program Manager, Biomass Program
- Bryce Stokes, Senior Advisor, Department of Energy
- Joyce Yang, Biomass Program
- Brenda Haendler, Advance Research Projects Agency – Energy
- Sarah Lynch, Biomass Program
- Stephanie Shuff, Biomass Program
- Aaron Crowell, Biomass Program
- Ed Etzkorn, Biomass Program

**DOD**
- Robert Boyd, Associate Director, Environment, Energy, Infrastructure, and Military Engineering Technologies, Department of Defense

**EPA**
- Andy Dupont, EPA/Office of Research and Development
- Mark Segal, Office of Pollution Prevention and Toxics

**USDA**
- Todd Atkinson, USDA Rural Development
- Jeanette Waters, USDA Rural Development
- Liz Marshall, USDA Economic Research Service
- David Gaffaney, Rural Development
- Meg Bolin, USDA Rural Development
- Carmela Bailey, USDA National Institute of Food and Agriculture
- Marilyn Buford, USDA Forest Service
- Richard Hegg, USDA National Institute of Food and Agriculture
- Marina Denicoff, USDA Agricultural Research Service
- Harry Baumes, USDA Office of Energy Policy and New Uses