

Example stakeholder meeting agenda

For inaugural stakeholder meeting:

Crowdsourced Bathymetry (CSB) in Tampa Bay/Florida

Developing a Stakeholder-Driven Process

USF College of Marine Science, MSL Conference Room

140 7th Ave South, St. Petersburg, FL 33713

21 September 2023, 9:00 a.m. – 3:00 p.m.

Goal:

- Engage local stakeholders in the process of creating a crowdsourced bathymetry (CSB) network in Tampa Bay.

Objectives:

- Raise awareness about the Center for Ocean Mapping and Innovative Technologies (COMIT) crowdsourced bathymetry Tampa Bay pilot program
- Acquire input from local stakeholders about the value of crowdsourced bathymetry, participation barriers/concerns
- Direct input on stakeholder's ideas and views on tools, outreach materials, and incentivization measures

Deliverables:

- Pre-and post-meeting baseline knowledge and opinion survey about CSB in Tampa Bay
- Evaluation of existing products and materials as well as ideas for future development

- Compilation document of lessons learned and main takeaways

Attendees:

U.S. Coast Guard, United States Geological Survey (USGS), Tampa Bay Ports, Freedom Boat Club, Seabulk Towing, SeaKeepers Society, US Army Corps of Engineers, University of New Hampshire /Center for Coastal and Ocean Mapping, Florida Fish and Wildlife Commission, Sea Tow Tampa Bay

Agenda:

0830 – 0900 Arrival (Parking passes provided), informal coffee/tea social

0900 – 0915 Welcome

0915 – 0930 Pre-Meeting Survey

0930 – 1015 Seafloor Mapping Overview

1015 – 1025 Bio Break

1025 – 1130 Stakeholder Input Session 1: Awareness and use of bathymetry information

1130 – 1145 Lunch Break

1145 – 1215 Optional Tour (or continued lunch break)

1215 – 1315 Stakeholder Input Session 2: Acquiring CSB information

1315 – 1325 Bio Break

1325 – 1430 Stakeholder Input Session 3: Using CSB Information

1430 – 1450 Closing

1450 – 1500 Post-Meeting Survey

Meeting Location & Parking Info:

If you would like a parking pass, we will have some available, but our lot also accepts the Parkmobile app used throughout downtown St. Pete. When you arrive, try to park in a guest space and call/text Name (xxx-xxx-xxxx) to get a parking pass and avoid any parking violation tickets. You can park in any green spots (see map below; green outlines).

The meeting will be in our conference room at the Marine Science Laboratory Building (MSL) at the College of Marine Science on the University of South Florida, St. Petersburg campus, the conference room is near the main entrance (see map below).



For second stakeholder meeting:

Crowdsourced Bathymetry (CSB) in Tampa Bay + Beyond Developing a Stakeholder-Driven Process Spring 2024 Meeting

The Suites at Madison, 412 E Madison St 12th Floor, Tampa FL 33602

19 February 2024, 2:00pm – 5:00pm

Goal:

- Broaden engagement with local stakeholders and possible participants for a crowdsourced bathymetry (CSB) network in Tampa Bay.
- Distribute data loggers*** to interested participants (limited number available)

Objectives:

- Briefly review highlights from September 2023 stakeholder meeting.
- Acquire input from local stakeholders and potential participants about derived data products from crowdsourced bathymetry and the practicalities of sustaining longer term participation in a CSB program.

Deliverables:

- Report covering the September 2023 and February 2024 meetings

Agenda:

1345 – 1400 Arrival (Coffee and snacks will be provided)

1400 – 1415 Meeting Start/Welcome

1415 – 1445 Recap of previous meeting's highlights

1445 – 1530 Discussion Session 1: Practical implementation of CSB in Tampa Bay

1530 – 1540 Bio Break

1540 – 1630 Discussion Session 2: Products derived from CSB data for stakeholders

1630 – 1650 Closing

1650 – 1700 Data Logger Distribution

Meeting Location & Parking Info:

We'll be meeting in the Training Room at the Suites at Madison. This is group space for rent so please be mindful there may be other meetings going on and follow the signs to find the correct room.

There is paid parking under the building as well as street parking throughout downtown Tampa.

Please try to let us know ahead of the meeting if you/your group is or might be interested in installing a logger

Contact Info (call/text if needed):

Name: (xxx-xxx-xxxx)



Revision #3

Created 2026-07-17 13:40:39 UTC by Sophie Chernoch

Updated 2026-07-20 17:20:47 UTC by Sophie Chernoch