

Agenda for Leading Lab Network Meeting in San Diego

All sessions will be held in the Seaview Room

Monday, 23 June

8:00-8:30: Joint breakfast with DAWG in the Seaview Room

8:30-8:45: Review of goals and deliverables under 2008-2010 Sloan Foundation grant
(D. Schindel)

8:45-8:50: DAWG members retire to Torrance Room, Leading Labs begins Session 1

Session 1: Goals for 2008 and this meeting

8:50-9:15: Goals for the Network and this meeting (L. Weigt)

What does it mean to be a Leading Lab? Definition, Responsibilities,

- Developing and sharing technical knowledge
- Developing and disseminating technical assistance
- Providing *in situ* and *ex situ* training opportunities

9:15-10:15: Barcoding developments and obstacles

Status report on top problems: Results of informal survey

- Where are the bottlenecks? Lab protocols? Data handling?
- Taxon-dependent issues
- Recovering degraded DNA
- Documenting Best Lab Practices

10:15-10:30: Mid-morning Break

Session 2: Increasing the flow of BARCODE records

10:30-11:00: Documenting protocols for high-throughput labs

11:00-11:30: Documenting protocols for smaller labs

11:30-12:00: Data management processes

- Documentation for BOLD and BarSTool
- Potential use of Geneious or other systems

12:00-1:00: Lunch

Session 3: *In Situ* and *Ex Situ* Training

1:00-1:30: General issues to resolve:

- Relative need, benefits, costs, impact of *in situ* versus *ex situ* training
- Target audiences, background required, outcome goals for participants
- Instructors and support required
- General training or strictly linked to barcoding projects?
- Potential funding sources
- Optimal CBOL balance, criteria, for supporting *in situ* versus *ex situ* training

1:30-2:15: Templates for *in situ* training:

- Agendas
- Class size
- Instrumentation, supplies, samples needed

- Curriculum
- Budgets

2:15-2:45: *Ex situ* training:

- Which Leading Labs are hosting *ex situ* training? Lessons learned?
- Should there be a common curriculum?
- Sources of funding and criteria for selection?
- How to leverage existing fellowship/training opportunities?
- Should LL formalize and announce opportunities?

2:45-3:00: Mid-afternoon Break

Session 4: Technical Resources for Training

3:00-3:15: CBOL's goals and resources for 2008-2010 (*D. Schindel*)

3:15-3:35: Presentation of proposed BOLI Data Portal (*M. Trizna*)

3:35-4:00: Discussion of topics presented by BOLI Data Portal

- 4:00-4:20: Presentation of proposed Leading Labs Network Website (*K. Jett*)
- Navigation and Content
 - TaxTube
 - WikiHow
 - ToolBox

4:20-5:30: Feedback and discussion

6:00: Meet in hotel lobby for transportation to San Diego Zoo for Dinner Reception

Tuesday, 24 June

8:00-8:30: Joint breakfast with DAWG in the Seaview Room

Session 5 and 6: Joint meeting with Data Analysis Working Group

8:30-9:00: Background for the joint DAWG-Leading Lab Meeting:

- DAWG discussion in Taipei
- Brief status report on DAWG software development activities

9:00-10:30: Issues on which DAWG wants input from Leading Labs:

- What's the current range of off-the-shelf analytical techniques available to barcoders?
- What's the 'ideal' interface for integrating information from heterogenous sources?
- What's the normal workflow for data analysis?
- How should current barcoding analysis tools be improved/extended to meet your needs?
- What technical limitations on data analysis have you encountered? (number of replicates, species, sequence length, number of regions)
- What are the data management challenges at the data analysis stage?
- What formats do you prefer for data input and output?

- What capabilities and approaches to data display and visualization would you like to see?

10:30-10:45: Mid-morning Break

10:45-12:00: Desiderata from Leading Labs to DAWG

- For data management tools
- For data analysis tools
- For sample datasets
- For data display and visualization tools
- For software testing environment

12:00-1:00: Lunch

Session 7: Roadmap for creating training resources 1: Website planning

- Missing topics
- Content providers
- Video opportunities
- Volunteer reviewers/ideas on how to handle vetting of information
- Contact/Volunteer representative from each participating lab
- Devo DreamTeam
- General comments

2:45-3:00: Mid-afternoon Break

Session 8: Roadmap for creating training resources 2: *In Situ* Courses

- Calendar of potential training
- Training resources to assemble
- Fund raising

Wednesday, 25 June

DAWG Participants will be meeting with staff of the Community Cyberinfrastructure for Advanced Marine Microbial Ecology Research and Analysis (CAMERA) at the University of California, San Diego. Leading Labs Network members may express their interest in attending this event.