

Pribilof Islands Ecosystem Stakeholder Process Organizing Committee  
February 27, 2003 meeting  
**Agenda and meeting summary**

**Agenda:**

10:15-10:45

1. SWAMC/501(c)3:
  - Update from Evie on meeting with Wantta Ayers
  - Discuss elements of MOU
2. Fundraising
  - Final OK on draft letter to Stevens re: request
  - Updates on other funding possibilities
3. Schedule for starting interviewing facilitators
  - Interview list and schedule
  - Committee members to contact references
4. Discuss drafting lists of potential stakeholders

10:45 am:

5. Meeting with Bob Jones
  - Discuss elements of process, what to expect and look for in facilitation and process planning.

**Meeting Summary:**

Present: Aquilina, Evie, Randy, Greg, Anthony, Joe, Larry

- 1 Greg explained that he asked Anthony to sit in on the meeting, and said they plan to act as alternates, with Anthony filling in when Greg is traveling.
- 2 SWAMC:
  - Evie reported on her meeting with Wanetta Ayers, executive director of SWAMC:
    - ◆ SWAMC is a 501(c)4 corporation, which may effect fundraising from some sources, but not through Congress and probably not through the Rasmuson Foundation.
    - ◆ Wanetta and Evie discussed developing an MOU or other legal agreement governing the relationship between SWAMC and the stakeholder group and describing each group's responsibilities. Evie will ask ACF and others for boiler plate language.
    - ◆ The organizing committee should check with potential funders about co-mingling funds vs. keeping separate accounts. The more SWAMC can keep the accounting and reporting requirements simple, the less expensive their overhead will be.

- ♦ SWAMC may approach the Rasmuson Foundation for funding later this year. Wanetta asked that we make clear to Rasmuson and others that SWAMC is acting solely as a fiscal agent, and that our funding requests are on behalf of the stakeholder group only, not on behalf of SWAMC. We agreed to cc Wanetta on all correspondence.
  - Evie volunteered to draft an MOU and Joe agreed to review and refine it.
  - The committee discussed elements to include in a draft MOU: A procedural paragraph will describe the mechanics of the relationship (one person contacts, accounting measures, etc.). A separate paragraph will state that the stakeholder group has full authority and discretion over use of funds. In this case, SWAMC would probably want the stakeholder group to take full responsibility and indemnify SWAMC. This again raised the question of who would be the responsible party on behalf of the stakeholder group. The committee discussed the possibility of becoming an ad hoc committee under SWAMC, and agreed to work with SWAMC to develop an agreement that covers their legal needs and the stakeholders group's need to remain autonomous with regard to decision making.
- 3 Funding request letter to Senator Stevens:
- The committee discussed the mechanics of obtaining signatures on the letter, and decided to have an organizing committee signature page, a St. Paul organization's signature page, a St. George page, and a fishing industry page. Larry and Joe took responsibility for collecting industry signatures, Aquilina for St. Paul signatures, and Greg for St. George signatures.
- 4 Facilitators:
- The committee agreed all members will participate in the interviews of the three facilitators on the short list (Meg King, Connie Lewis and Alice Shorett).
- 5 Bob Jones:
- Bob Jones, Director of the Florida State Conflict Resolution Center joined the teleconference and spoke about designing the stakeholder process and working with a facilitator. The major points of the conversation were:
    - ♦ Process design should include assessing the issues and helping to identify stakeholders, and should describe a sequence of meetings that lead to achieving the collective objectives. The process design is like a roadmap.
    - ♦ The facilitator should work with the group to develop guidelines for decision making and reaching consensus (e.g., advisory ratification by sovereigns vs. powers invested in individual stakeholders).
    - ♦ The stakeholder group will also have to decide on its definition of consensus.
    - ♦ The guidelines and protocols should be discussed and negotiated during the initial meetings.
    - ♦ It is not often understood that much work is invested by the facilitator in talking with stakeholders and clarifying issues prior to the first meeting and then between meetings.
    - ♦ Bob thought the organizing committee is realistic to plan a meeting for April because much of the preliminary work has been done through the November 2002 meeting.

- ◆ Bob also endorsed the idea of dividing the process between process design and first meeting(s) and the remainder of the stakeholder meetings. This approach allows more time to raise funds and also to test the relationship with the facilitator.
- 6 Next meetings: The afternoons of March 6<sup>th</sup> and March 11<sup>th</sup> for interviews with facilitators. Evie will contact committee with times of both meetings.