

Pribilof Collaborative Steering Committee Meeting  
November 5, 2003: 10:30 am teleconference  
**Agenda and meeting summary**

**Agenda:**

1. Updates since last meeting
  - Commitments to participate
  - Confirmation of January 15-16 meeting dates
  - Speakers
2. Review #2 draft agenda for January meeting
3. Review draft scope of work
4. Draft fundraising action plan
  - Plan time for subcommittee to meet

Present: Evie Witten, Denise Woods, Debbie Lestenkof, Randy Hagenstein, Meg King, Heather McCarty, Georgia Kashevarof, Larry Cotter, Joe Sullivan, Margaret Williams, Charlotte Kirkwood, Anthony Merculief, Andy Malavansky, Karin Holser

**Summary:**

1. Updates since last meeting
  - Commitments to participate
    - Alaska Marine Conservation Council and At-Sea Processor's Association have committed to be involved in Collaborative and will have representatives at the next meeting.
    - Ron Clark has confirmed that MCA will be participating and will contribute \$2500 to be used cover costs of the Sept. meeting or as the committee sees fit.
  - Confirmation of January 15-16 meeting dates
    - Heather noted a potential conflict for her and possibly a few others: The PCC will be having a meeting on the morning of the 15<sup>th</sup>.
    - After discussion the committee decided to confirm the Jan 15-16 date.
    - Evie will write a short letter and send to all on to the distribution list announcing the dates, which groups have committed to the participating in the Collaborative, what the January meeting will entail. Also included will be summaries of steering committee meetings since the September meeting.
  - Speakers
    - Heather will forward to Evie a copy of the EVOS meeting draft agenda indicating potential invited speakers for that meeting.
    - Henry Huntington has confirmed that he will speak about TEK on the 15<sup>th</sup>
2. Review #2 draft agenda for January meeting  
Day 1:
  - Discussion about times allotted to various groups/ topics. More time is needed for presentation of biological data in general and halibut by-catch in particular.
  - Suggestion to integrate presentations on each topic (i.e. NMFS presentation on halibut followed by islander's presentation on halibut...)
  - Evie will get input from Henry Huntington regarding draft agenda, specifically as related to presentation on TEK.
  - Meg and Evie will work on next draft of Day 1 agenda.

## Day 2:

- Discussed need, prior to the January meeting, for creation of “straw men” for the following process design elements listed in draft agenda #2 (page 3).
  - Science advisory Group
  - Proposed outcomes
  - Timeline
  - Budget/ funding strategies
- Discussion about the need to define terms (i.e. “ecosystem”, “TEK”). Decision to provide group with accepted definitions of terms and discuss as needed during meeting.
- Discussion of how to present summary of September meeting draft design elements to the whole group.
  - Agreement that if each small group presents its summary to the whole group, that a different person should report than did in September to avoid the appearance that one person’s agenda/ ideas are being pushed.
  - Agreement that best approach may be to have one person present summary of all proposals to the whole group.
- Discussion about the role of the steering committee in further preparing a “straw man” process design for review and consideration at the January meeting. Agreement that the committee can and should make suggestions, but that it should be made very clear to stakeholders which proposals originated in the small groups at the Sept. meeting and which proposals or elements of proposals originated with the steering committee
  - Meg pointed out that the committee could/should in particular improve and add detail to the budget.
- Homework: Steering Committee members will review Executive Summary and suggest edits that would serve to strengthen or clarify the proposed design elements, via email, to Evie before next meeting (Nov 21).
  - Any additions or changes will be made very obvious to all participants (perhaps in a different font) and unchanged original copies of Executive Summary will be made available at the January meeting.
- Discussion about how stakeholder representatives will be chosen. Agreement those decisions will be the responsibility of each broader interest group (e.g., CDQ groups will decide who their reps will be, each Island will decide...) The question was raised of whether representatives would have to be from different groups within the broader interest group (e.g, communities, industry, conservation), or if more than one person per group could fill seats available to the broader interest group. Agreement that the committee would wait and see if problems arise – no decisions made at this point.
- Homework: Steering Committee members will think about future dates for meetings for at least the next year. Get a copy of North Pacific Resources Meeting “Important Fish Dates” and other documents that indicate possible conflicts with proposed future meeting dates.
- Agreement that stakeholder meetings will be three-day meetings every two or three months (with accommodations for summer breaks, fishing seasons, etc.).

## 3. Review draft scope of work

- Discussion of how best to use Meg’s time in preparing for the January meeting.
  - Is the conference call with the Tortugas facilitators necessary?
  - Are phone calls/ interviews with those not present in September but coming in January necessary? Perhaps a few key people need be interviewed but the majority can just receive an Executive Summary. Meg may have need to speak with some attendees to help shape agenda.

- Meg suggests the creation of a “Questionnaire for Stakeholders” to be distributed prior to the meeting. This would be a tool to get people reading and thinking through the proposed design elements contained in the Sept meeting executive summary .
  - There was concern that Meg is still working without a contract. Funding must be secured ASAP so that a contract can be drawn up. Margaret stated that WWF could provide initial/bridge funding if necessary to start this process.
4. Draft fundraising action plan
- Plan time for subcommittee to meet
    - Debbie, Larry, and Randy (with assistance from Meg) form the subcommittee to pursue funding, budget, etc. They will meet Thursday November 6 at 1:00pm to begin discussions. Randy will email a reminder and teleconference call-in numbers.
    - Mike Payne stated that NMFS may be able to provide up to \$10,000 to support the January meeting, and that he would look into securing those funds. The subcommittee will pursue this/ keep tabs on the progress and keep the rest of the Steering Committee informed of developments.
    - Karin Holser stated that she visited with Debra Larsen at the Dept. of Commerce in DC last month, and that she expressed interest in the Pribilof Collaborative and addressing the fur seal decline. Karin suggested the committee approach Dept. of Commerce for funding.
5. Next Steering Committee meeting date and time
- There are conflicts for most members for the next two Wednesdays. The Committee will meet on Friday November 21 at 9:00 am via teleconference. Larry will be unable to attend and Meg will be traveling, but will try to join.