

Pribilof Islands Collaborative Steering Committee Meeting

**November 19, 2004** 9:00AM teleconference

Steering Committee meeting

Agenda and meeting summary

**NOTE:** Action items are highlighted in yellow

**Next Steering Committee/ Planning meeting: Tuesday November 23 10:00AM AK time (11:00AM Seattle time/ 2:00PM DC time)**

**Present:** Evie Witten, Meg King, Denise Woods, Randy Hagenstein, Debbie Lestenkof, Max Malavansky Jr., Andy Malavansky, Dennis Lekanof, Susan Murray, Paul MacGregor, John Bengtson, Heather McCarty, Karin Holser, Karl Haflinger

### **Agenda**

I: Fur Seal Meeting Planning

1. Decision re: venue
2. Review draft agenda
3. Notebook/ Study Guide contents

II: Steering Committee Business

1. Discussion of fundraising and budget
2. Update on LTK pilot project/ funding options
3. Steering Committee responsibilities (planning for Evie's departure)

### **Meeting summary:**

I: Fur Seal Meeting Planning

1. Decision re: venue

- Meg checked out the room at the Aspen and concludes it is too small (or, at least, is not significantly bigger than the room at the University)
- **Decision:** meeting will be held at the UAA Commons, in the room used for the April 2004 meeting
  - Meg and Denise will work with the University staff to configure the room in such a way that participants, experts and formal stakeholders all have adequate seating with good views of the speakers and each other.

2. Review draft agenda

- Current draft agenda times out at 11.5 hours, not including time for introduction of the Conceptual Model, breaks, and LTK sessions; this is more than the 2 days we planned, so some items **MUST** be cut and/or combined with other topics
- Suggested edits included:
  - #2- remove CCAMLAR as presentation topic; John suggests that much of the material he would present will be covered by other speakers or could be reduced to written material for the Study Guide, and does not warrant its own presentation (to save time...).

- John has volunteered to find a good summary of the CCAMLAR approach and send it to Denise for inclusion in the Study Guide
  - #3- Fisheries overview: incorporate commercial fisheries info from #7 (trends in BS fish stocks) so that #3 becomes discussion of commercial fisheries components (leaving #7 for prey species/ noncommercial species)
    - Also, need include discussion/data from before 1970's, if available, or refer to simply a "historical" profile (i.e. don't define the timeframe of interest, leave open for discussion)
  - #4- George Hunt is willing to present but needs travel funds
    - **Decision:** PIC will use funds allocated for travel to pay for George's plane ticket and hotel (he may be coming for MSS meeting- could save us \$\$ on ticket...)
  - #5 )(c) remove Vernon Byrd as presenter/ add Anne Rappaport
  - #6- Put Lowell Fritz back in...
  - #7- see #3 (remove commercial fish stock info, leave this section for prey species info)
    - Also, leave out reference to crab expert- focus on herring expert
  - #8- combine with remainder of #7 (so that we have one section on prey species information/ discussion)
    - Also, add Beth Sinclair (seabird data)
  - Section II- move to end, following discussions of fur seals and fisheries
  - #10- Remove Sue Moore from speaker list
  - Need to add to Section IV, presentations on 1) disease and 2) human impacts
- **Meg will create new draft agenda for circulation prior to Tuesday's SC meeting**

### 3. Notebook/ Study Guide contents

- Discussion tabled until next meeting

## II: Steering Committee Business

### 1. Discussion of fundraising and budget

- Meg gave review of budget: bottom line
  - Need to fundraise NOW! (especially from industry)
  - Have \$5550 budgeted for travel expenses for meeting attendees (suggest we fund George Hunt; see as others request assistance)
- **Debbie will check with Ron P. to see if could get reduced rate for rooms at West Coast (for experts)**

### 2. Update on LTK pilot project/ funding options

- Skipped in interest of time

### 3. Steering Committee responsibilities (planning for Evie's departure)

- Discussion of how steering committee members can share the workload that Evie usually carries, with respect to PIC administration; responsibilities divided as follows:
  - Draft agendas for weekly meetings: Denise

- Additionally, anyone can email Denise items to include or can offer an item at the beginning of a meeting
- Run weekly meetings: Heather (**Evie to confirm- Heather off the call**)
  - This was suggested as a rotating post, from approximately one full/major meeting to the next, shared by Steering Committee members (e.g. Heather from now until February, for January meeting follow-up, then another SC member through the April meeting and so on)
- Track and update budget and fundraising: Randy
- Contact person for SWAMC: Heather (i.e. whomever is in charge of running meetings)
- Track and update facilitator's SOW: Randy
- January meeting planning:
  - Contact Nick Salafsky: Randy
  - Invitations to experts: Split among SC members
    - Evie is currently sending personalized emails to all prospective speakers/ experts inviting them to attend and informing them which SC member will be in touch with them in the coming weeks for coordination; Evie has divided speakers among the SC and will send the assignments to SC members by email
    - A list of questions to ask experts will be generated and circulated to SC
    - Denise will be ultimate coordinator; please report your findings re: speaker availability, audiovisual needs, etc. to her
  - Contact with NMFS re: experts: John Bengtson
    - John has volunteered to coordinate/ follow up with the speakers we are inviting from AFSC
  - Contact with Henry Huntington and Astrid Sholtz re pilot projects: Max
- Contact with Henry Huntington and Astrid Sholtz re NPRB proposal(s): Debbie or Max? Will decide during Dec 3 Data Workgroup meeting and inform SC
- General communications/ updates with SC members: Denise
- Continue to refine January meeting agenda: Meg
- **Evie will edit the table outlining these duties and distribute to SC members**