

Pribilof Collaborative Steering Committee Meeting
November 21, 2003: 9:00 am teleconference
Agenda and meeting summary

Agenda:

1. Updates since last meeting
 - Fundraising plan and decision re use of MCA funds
 - January meeting logistics
2. January meeting agenda review (day 1)
3. Select suggested collaborative meeting dates/ discuss other process design elements
4. Decision re use of MCA funds (see #1 above)

Present: Evie Witten, Denise Woods, Debbie Lestenkof, Randy Hagenstein, Heather McCarty, Margaret Williams, Greg McGlashan

Summary:

1. Updates since last meeting
 - Fundraising plan: Budget and finance subcommittee (Debbie and Randy) reported that during their first meeting and subsequent emails, they have the following leads:
 - NMFS: \$10,000 could be available. Mike Payne is no longer working in Alaska and cannot commit the funds but has alerted the AK staff about the request. Evie will contact Larry and find out status of request and appropriate follow-up.
 - MCA: \$2500 is available for use to defray costs of September meeting and/or to fund the January meeting.
 - There was discussion and a decision to make these funds available to pay Meg King for extra hard costs and hours she invested in preparing for the September meeting.
 - To prevent costs exceeding estimates in the future, it was suggested that future meeting cost estimates be set higher (based on Sept meeting costs) and a contract be put in place with a “not to exceed” cap placed on the final amount.
 - Suggestion that any apparent budget shortfall should be reported to the Steering Committee early in the process so that additional funds can be secured.
 - Discussion about difficulty of drafting a contract for services (facilitation in this case) when multiple and independent “clients”/ entities are paying for services.
 - To aid in the planning and drafting of Meg’s future contracts, there was discussion about using SWAMC to accept funding from the various sources. Evie will contact Wanetta Ayers and Meg King to explore best way to accomplish
 - At-Sea-Processors: Larry will request grant from their Initiative Program
 - APICDA: Larry will request grant.

- Rasmussen Foundation: Debbie suggested that several island representatives are willing to approach the Foundation together, possible on December 11, during the NPFMC meetings. Ron Philimonof (TDX), Patrick Baker (Tribal Govt of St. Paul), Anthony Mercurief (St. George Traditional Council), Larry Cotter (APICDA), and Phil Lestenkof (CBSFA) have all agreed to attend meeting. Randy will call Rasmussen to set up a meeting.
- TDX: Willing to contribute \$300
- Tribal Govt of St. Paul: Willing to contribute \$500
- ACF: Mark Spalding suggested that a request for \$2500-\$5000 be made.
 - See draft of ACF letter and email comments to Evie by Monday; she will mail the letter out then.
- Aleutian Pribilof Islands Restitution Trust: Tribal governments can apply for up to \$5000 for January meeting and future meetings. A letter requesting funding should be submitted; they may decide on funding at their next board meeting around December 1-3. Debbie and Greg will follow up on this with Jake Lestenkof.
- TNC has approached the Oak Foundation, who have encouraged submission of a proposal. Randy will keep committee posted on this prospect.
- Stevens letter: Discussion and agreement that the letter should be signed by Steering Committee, not all named signatories, so that it can get out soon. Letter should be a “heads up” on future funding needs, not a request for immediate funding. Likely these funds would be available for the long term, perhaps a year from now.
 - Homework: review letter and email edits to Meg ASAP.
- NPRB: Heather has spoken with Clarence who felt they were not the appropriate funding body for the sort of non-research related work the Collaborative would be doing.
- Heather suggested we approach SeaGrant for contribution to the January meeting fund. Heather will pursue and report back to committee.
- NSF: Meg is checking into this possibilities for short and long term funding.
- Other leads: Randy will email Larry for updates on other leads (Tanaq, AK Initiative Program and others)
- January meeting logistics:
 - The Campbell Creek Science Center in Anchorage has been booked for January 15-16
 - Evie will call Ron Philemonof to request a block of rooms at the Coast Inn be reserved
 - Heather reported that the PCCRC advisory board meeting has been moved to Sunday January 11; there is now no conflict with the Collaborative meeting on January 15-16.

- Discussion about the date conflict with NOAA NEPA training. Agreement that the scheduling conflict is regrettable, but that some scheduling conflict is inevitable.
2. January meeting agenda review (day 1):
- Agenda times are tight and will allow for no speakers to go over their allotted time. There will need to be a timekeeper who will be ruthless.
 - Discussion of speakers.
 - Of the four speakers suggested for many of the morning sessions, one may provide the “overview”, if qualified to do so. After a list of speakers is finalized, the Steering Committee can discuss with speakers and determine who is qualified to give the overviews.
 - Debbie will talk to Larry Mercurief and Anthony Mercurieff about possibly speaking on the history of the Pribilof Islands.
 - An additional speaker was added to the afternoon session on the fishing industry. There will be two speakers, one representing the “industrial/ big” fishing sector and one representing the “local/ small” fishing sector.
 - Debbie suggested the committee try to get boat skippers and other operators to the meeting as attendees and/or speakers. Heather stated she thinks they will likely not be interested, but she will try to get some involved.
 - A second speaker representing NMFS (in its management capacity, i.e. Observer Program) was added to the section on “Regulation and Management” to supplement NPFMC speaker.
 - Discussion about the potential need to offer travel stipends to some speakers. Evie will incorporate potential travel funds required for speakers into the budget.
 - Evie will make changes suggested above, including suggested speakers for each section, and email the draft day one agenda to Steering Committee for comments.
3. Select suggested collaborative meeting dates (timeline)/ discuss other process design elements:
- Timeline: Evie will draft a suggested list of future meeting dates and send out to Steering Committee for comments.
 - Science Advisory Panel: Debbie and Heather will create draft of how the Panel will be structured and how it will interact with the stakeholders group.
 - Proposed Outcomes: It is too early to do this. Evie will draft a short paragraph about what outcomes may be (i.e. research agendas) and what will likely be done with them.
 - Budget and funding: Subcommittee is already working on this. Larry was volunteered to draft the “strawman”.
4. Decision re use of MCA funds (see #1 above)

Next Steering Committee Meeting will be on Wednesday December 3 at 9:00 am.