Meeting Objectives:

1. To confirm the foundational topics (i.e., issues, outputs, and tasks) and structural components (e.g., working groups, MTAT, etc) of the planning process.

2. To understand how the initiative is moving forward to begin work on the foundational topics.

Members and Alternates:

Sector	Member	Alternates Present
Aquaculture	Richard Opala	David Minato
Commercial Fisheries	Jim McIsaac (interim)	Arnie Nagy (interim)
Commercial Fisheries	Lorena Hamer (interim)	Dan Edwards (interim)
Local Communities (Skeena Queen Charlotte)	Des Nobels	
Local Communities (Mount Waddington)	Al Huddlestan	Doug Aberley
Local Communities (Strathcona)	Jim Abram	
Local Communities (Central Coast)	Brian Lande	Patrick Marshall
Marine Conservation	Kim Wright	Bill Wareham
Marine Transportation	Kaity Stein	Phill Nelson
Marine Transportation		Ross Cameron
Recreation	Nick Heath	Alan Thomson
Recreational Fisheries	Urs Thomas	
Renewable Energy	Matt Burns	Jessica McIlroy
Tourism	(Evan Loveless)	
Non-renewable Energy		Christa Seaman

Facilitator:

Craig Darling	

Observers and Ex Officio:

Greg Savard	Fisheries and Oceans Canada
Dallas Smith	Nanwakolas Council
Bruce Reid	Fisheries and Oceans Canada

Neil Davis	Fisheries and Oceans Canada
Steve Diggon	Coastal First Nations – Great Bear Initiative
John Bones	Nanwakolas Council
Charlie Short	Province of BC
Caroline Wells	Fisheries and Oceans Canada
Jake Etzkorn	Living Oceans Society (Day 1 and 2)
John Driscoll	Living Oceans Society (Day 2)
Bev Parnum	Port Hardy Mayor (Day 2)
Chrissy Chen	Fisheries Coordinator - Kwakiutl Band (Day 2)

Item	Discussion Summary	Advice/ Recommendation	Action/ Next Steps
Update – Action Items	Reviewed Action Items from September's IOAC meeting		1. **Action item**: Include the standing agenda in the Steering Committee Activity Summary 2. **Action Item:** Ensure EasyProjects has all materials circulated to the IOAC to date 3. **Action Item:** Give All IOAC alternates access to EasyProjects 4. **Action Item:** Consider an annual or semi-annual review of IOAC meeting dates to confirm availability 5. **Action Item:** Revise reference in ToRs on Regional District alternates to reflect 1 per member but 2 attending any given IOAC meeting with costs covered.

Update - External Funding	The steering committee has reflected its principles and commitment to the funding arrangement and those commitments will not hinder the discretion of decision makers. A reporting document will be made available as a follow up and supporting document to the Tides MOU outlining details on what items are funded and which are not included. There are varying levels of comfort around the table regarding the external funding. The funding arrangement does not fetter the discretion of the decision makers. It acknowledges and commits to the goals of the PNCIMA initiative. It commits to transparency regarding funding. The Federal, Provincial and First Nations groups have signed on to the MOU with the understanding that they have agreed to fund PNCIMA based on the initiatives principles.	Representatives from the Moore Foundation and Tides Canada should be invited to present to the IOAC.	**ACTION ITEM:** The Planning Office will send out the Tides Canada MOU, funding workplan and budget information to the IOAC after the meeting.
Recommendations -MTAT	**Nomination Process:** The table feels the need to ensure that the nomination process identifies the opportunity for the IOAC balance/overview. The Planning Office will arrange the Science Coordinator hiring process. When sending out the request for MTAT members, the Planning Office needs to be very clear on what they are looking for members to contribute. Need to expand on the MTAT criteria to make more specific. We need to consider how we will deal with the risk of not getting the objective scientists that we are looking for. The IOAC see the recommendations of the MTAT members on February 1st to have the opportunity to comment on what is being recommended. This will need to be recommended to the Steering Committee.	Request to the Steering Committee, that when the recommendations for the MTAT panel come out that they be made available to the IOAC to make recommendations on the MTAT candidates. Request that the flow chart in the MTAT ToR be amended to include the "and/or" scenario and an arrow looping to the top of the reporting structure. Recommend to the Steering Committee that they adopt the MTAT Terms of Reference with the changes that has been recommended.	**ACTION ITEM:** The Planning Office to send out background science reports and socio-economic reports to the IOAC. These reports will also be posted on to EasyProjects.net.

	Reporting Structure: IOAC is looking for a structure that enables the IOAC an opportunity to comment on final products created by the MTAT and respects the efficiencies and timeliness that is required on the process. The Planning Office will post these products on EasyProjects. Materials need to be posted to this site in a timely manner.		
Update on Meeting Dates	This discussion is to give the IOAC an understanding on what we want to discuss and where we want to be at different stages of the process. Aim is to spend our time together efficiently.		**Action Item:** Steve and Neil to send out the presentations to the IOAC today
Recommendations – Issues, Outputs and Tasks document	See Response table		
DAY 2:			
Item	**Discussion Summary**	**Advice/ Recommendation**	**Action / Next Steps**
Opening Remarks	IOAC members agreed that it would be helpful to meet the members of the steering committee to gain a greater understanding of the committee's roles and responsibilities, and to associate faces with names.	Suggestion to invite members of the Steering Committee to meet the IOAC.	**ACTION ITEM:** Invite members of the Steering Committee to meet the IOAC for the next meeting in Vancouver
Recommendations – Issues, Outputs and Tasks document	The members and Planning Office co-leads discussed various overarching and specific aspects the IOT document with particular reference to the PO's responses to sector comments.	The PO agreed to make changes to the IOT document (see response table) and append the response table to the revised IOT document. . The IOAC recommended that the Steering Committee adopt the IOT document as amended. The IOAC requested the IOT document with	**ACTION ITEM:** Send the IOAC the IOT document with track changes, the revised IOT document and the appended response table with one week response time

		tracked changes, as well as the final product	
Discussion – Capacity Fund	The members and Planning Office co-leads discussed the need to reconsider the option 2 dollar limits and make the auditing process simpler. The co-leads indicated that they will 1) go to the Steering Committee to discuss the option 2 limits, (inviting reconsideration of what is a reasonable allocation); 2) go back to Tides to discuss the issue of financial auditing. The planning office agreed to give sectors until November 26 to confirm their suggested figures. The local communities members advised that they would opt for option 2 provided its threshold was $15K.	The table supported an approach that would separate the regional districts for the purposes of this funding the funding application.	**ACTION ITEM:** Sectors will provide a dollar number they are willing to commit to in terms of estimated capacity fund requirements to the Planning Office by Friday, Nov. 26. If sectors don't confirm their numbers by Friday, the planning office will use the numbers submitted previously. **ACTION ITEM:** Planning Office will confirm funding ceiling for option 2. **ACTION ITEM**: The Planning Office will discuss with Tides Canada the issue of financial auditing **ACTION ITEM:** Planning office will confirm if regional districts can submit separate capacity fund proposals
Overview - EBM	Noted: The sub-committee should have representatives from each sector in order to achieve the fundamentals of EBM Noted: If we can create a model that works really efficiently now, it can be applied to all of our work ahead. The IOAC will go forward with a 6 person sub-committee to discuss design and purpose of the EBM workshop.	The IOAC identified a 6 member sub-committee to undertake preliminary work with the Planning Office on draft EBM objectives and workshop design. The members of the sub-committee are Ross C., Richard O., Evan L., Des N., Bill W., Jim M.	**Action Item:** Craig Darling to draft a proposed amendment to the ToR to provide a for foundation IOAC sub-committees. **Action Item:** The Planning Office to organize a date and time for the sub-committee to meet
Related Initiatives	Members expressed concern that: 1) there is		

– Draft national and Pacific Coast Marine Protected Area Strategies	not enough time to consult with their constituencies to provide feedback on the MPA strategy; 2) the MPA processes need to be better coordinated to minimise the number of processes they may wish to participate in. Some members pointed out that these processes/strategies could have major impacts on their sectors. The portion of the MPA network within the PNCIMA bio-region should be implemented through the PNCIMA process and the more the two sets of objectives can be aligned, the better. PNCIMA is only just now is setting objectives and recognition of aligning these objectives needs to be noted.	The IOAC recommended to the Steering Committee that the portion of the MPA Network within the PNCIMA bio-region should be implemented through the PNCIMA table. The IOAC recommends to the Steering Committee to implement the portion of the MPA network within the PNCIMA bio-region should be implemented through the PNCIMA process.	**Action Item:** The Planning Office will bring these concerns back to the Steering Committee and their respective departments to share this message and bring it to other tables **ACTION ITEM:** Charlie will share the IOAC's input with Canada-BC governance structures.
Discussion – Process Check in	Members offered the following feedback on the IOT document review process: 1) Presentations and other materials should be shared prior to the meeting so IOAC members can discuss with their sector in advance . [The PO confirmed their general commitment to get materials out to the IOAC as far out in advance as possible. 2) Presentations need to be tight and effective. 3) Some sectors indicated they were un-clear on what they were supposed to comment on in the IOT document. [The Facilitator requested that sectors communicate problems as they arise] 4) There is a need to structure sub-committee work for the upcoming EBM sub-committee and future sub-committee.		

	5) There was not enough time to respond to the IOT document, there may be need to hold interim meetings or teleconferences to deal with complex issues and documents. Generally, the facilitator clarified that unless directed otherwise he would summarize discussion at decision points; allowing the table to frame its recommendation/advice to the Steering Committee.		
Next Meeting	Some members indicated their support for holding some meetings within the coastal communities and expressed a desire to see more of the communities it visits (noting time and other constraints) It was also suggested that meetings held in different communities should allow the IOAC to socialize and team build where possible. Other members pointed out the importance of also considering travel times and the efficiency of holding some meetings in Vancouver. It was noted that not all sectors are being funded, so travel to these destinations is a big chunk out of their budgets. Also need to think about whether the venue has wireless/internet access and cell phone coverage as the meetings are taking place during business days. Advertising these meetings in communities will be helpful and allow people to attend as observers. Staying in these communities will bring business to struggling economies.		**Action Item:** Look into modifying the April IOAC meeting dates to April 19-20. **Action Item:** The Planning Office to send out a doodle poll to determine dates for the June, 2011 IOAC meeting

	The Planning Office would like to look into planning activities within the communities during the meetings. Planning Office will also look into travel arrangements to determine venues. Might be more useful to plan these activities within the communities during the summer months when daylight hours are longer. Extend the invitation to the Mayors of these small communities.		

Next Meeting:

Date: February 22 – 23, 2011	Location: Vancouver
Agenda Items:	