



**IOAC – proposed meeting agenda
September 20-21, 2010
Crest Hotel, Prince Rupert**

Meeting purpose

1. To review overarching goals for the PNCIMA initiative
2. To confirm funding arrangements for the initiative
3. To scope the issues and outputs of the planning process
4. to review the structure and role for scientific advice to the initiative, and to initiate a scientific advisor nomination process

Day 1 (12:00 – 6:30*)

**Snacks will be available from 11:30 to 12:00. This will also be an opportunity for informal chatting among attendees.*

12:00

- 1) Welcome and introductions (20 minutes)
- 2) Confirming the agenda (10 minutes)
- 3) Reviewing action items (10 minutes)
- 4) Establishing a process for concluding discussions on agenda items (20 minutes)
- 5) Affirming modifications to the IOAC TOR (20 minutes)
 - a) Wording changes
 - b) IOAC Membership update
- 6) Re-affirming overall goals and objectives (15 minutes)
- 7) Discussing the Marine Technical Advisory Team TOR and nomination process (45 minutes)

2:30 Break

3:00

- 8) External funding
 - a) Confirming progress on funding proposal (45 minutes)
 - b) Capacity Fund proposal (90 minutes)



- i) Confirming its purpose and agreeing on a process

4:30 Break and check in

External funding continued

6:30 Adjourn

7:00 Dinner at the Crest Hotel (provided)

Day 2 (8:30 – 4:30)

8:30

1. Discussing the Issues, Tasks, and Outputs document
 - a. Presentation introducing document content, why and how it was developed (45 minutes)
 - i. Do you agree these should be key issues?
 - b. Process and structure to complete the work described
 - i. How do you think these issues can be best addressed – working groups, workshops, sub-regional forums etc?
 - c. Overview of tasks and outputs
 - i. Are there opportunities to include other outputs on specific issues?
 - ii. Is there work underway on proposed outputs and tasks that PNCIMA planning should be aware of?
 - d. Establishing next steps for further review of the document

10:00 Break

10:15

2. Discussing the Issues, Tasks, and Outputs document, *continued*

12:30 Lunch

1:30

3. Recapping the PNCIMA work plan (30 minutes)
4. Discussing input to PNCIMA State of the Oceans report (30 minutes)



5. Introducing Easy Projects – data/doc storage, timeline and meeting info (20 minutes)

3:00 Break

3:20

6. Confirming the facilitator (20 minutes)
7. Summarizing action items (20 minutes)
8. Establishing next steps – next meeting location and content (20 minutes)

4:30 Adjourn