

PROPOSED AGENDA

All Advisory Body Informational Session

Online Meeting

February 24, 2022

The Council is hosting an informational session for Pacific Fishery Management Council (Council) Advisory Body (AB) members to orient new members and update returning members on various Council and Advisory Body practices and procedures. This will also be an opportunity meet our new Executive Director, Merrick Burden. The timing of agenda items is approximate and subject to change. Instructions for joining the meeting will be posted to the [Council's web page](#).

Thursday February 24, 2022 — 9:00 a.m.

A. Call to Order – 9:00 a.m.

- 1. Opening Remarks Merrick Burden
- 2. Meeting Overview Mike Burner

B. AB Member Responsibilities and Expectations - 9:20-10:15 a.m. Mike Burner

- 1. Council Operating Procedures
- 2. Conduct and Meeting Decorum
- 3. Attendance, Alternates, and Stipends
- 4. AB Officer Responsibilities
- 5. Reporting to the Council
- 6. Travel Guidelines

C. Platforms, Policies, and Procedures - 10:15 – 11:45 a.m. Kris Kleinschmidt

- 1. Online Meetings - *RingCentral*
- 2. Travel and Reimbursement - *Concur*
- 3. Meeting Materials – *Online Briefing Book, Dropbox*
- 4. Sources of Information – *Online Resources/Instructional Videos*

D. Wrap Up - 11:45 a.m. Mike Burner

ADJOURN - Noon

PFMC
02/14/22