

# **Pacific Fishery Management Council (Council)**

## **Marine Planning Committee – Operational Guidelines**

The Pacific Fishery Management Council’s (Council) Ad Hoc Marine Planning Committee (MPC) was established to provide information and advice to the Council on matters relating to offshore wind energy development and aquaculture, with a focus on fisheries issues and impacts.

The MPC meets 5-6 weeks in advance of each Council meeting to address current issues and to write a report for consideration at the upcoming Council meeting. That report is submitted to the advanced Council meeting Briefing Book. Occasionally there is a need for a supplemental report, which the MPC also writes. The MPC normally meets virtually but can schedule in-person meetings on occasion. All MPC meetings are recorded and are available for future viewing.

### MPC Composition (members and Chairs appointed by the Council Chair)

The MPC includes 12 members:

- Groundfish Advisory Subpanel (GAP)
- Highly Migratory Species Advisory Subpanel (HMSAS)
- Salmon Advisory Subpanel (SAS)
- Coastal Pelagic Species Advisory Subpanel (CPSAS)
- Ecosystem Advisory Subpanel (EAS)
- Habitat Committee (HC)
- At-large Conservation
- Washington Department of Fish and Wildlife (WDFW)
- Oregon Department of Fish and Wildlife (ODFW)
- California Department of Fish and Wildlife (CDFW)
- National Marine Fisheries Service (NMFS)
- Tribal representative

### MPC Roles and Operations

- Co-Chairs
  - Collaborate on agendas
  - Make assignments as necessary
  - Present to ABs as necessary
  - Present to Council
- Staff Officer
  - Work with Co-Chairs on agendas and meeting planning
  - Compile MPC reports, letters, agendas, etc and route through PFMC as appropriate (briefing book, comment letters, etc)
  - S.O.: [Kerry.Griffin@noaa.gov](mailto:Kerry.Griffin@noaa.gov); 503-820-2409.
- MPC Members
  - MPC members are expected to represent the perspectives and concerns of their respective Advisory Bodies (AB), and to incorporate those perspectives into MPC work products. MPC members may reach out informally to their respective ABs as needed.
  - If an MPC member’s “home” AB disagrees with the content of MPC reports, or if the

AB feels additional information or perspective is warranted, those ABs may write their own report for inclusion in supplemental BB materials.

- All MPC meetings are open to the public, and a dedicated public comment opportunity will be scheduled for each day the MPC is in session.

#### Respectful Workplace and Meeting Expectations

All participants in meetings, whether remote or in person, are expected to treat others respectfully. Reports of inappropriate behavior will be taken seriously and followed through to resolution per the Council's Council Operating Procedures and Harassment Procedures Policy. Council ground rules apply to all committee and Council meetings, including breaks, meals, and "off" hours for those attending Council meetings in person. Ground rules include:

- Treat everyone with respect.
- Listen and seek to understand differing views or opinions.
- Wait to be recognized by the moderator (or Chair) before speaking.
- Do not interrupt or engage in side-conversations when others have the floor.
- Represent information honestly and openly.
- Refrain from using offensive, disrespectful, or derogatory language. Personal or organizational attacks or insults will not be tolerated.
- Allow for a balance of speaking time.

#### Report development and finalization

MPC Co-Chairs and Staff Officer will solicit volunteers to draft sections of reports and will set a schedule for report completion. The MPC always has the opportunity to review and comment on draft reports, although the time frame is sometimes very short.

#### Additional Information and Resources

The following links provide background information on the Council process and the MPC in particular.

- Schedule of [future Council meetings](#)
- [Travel and reimbursement](#)
- Guide to the [Council process](#)
- Council [fact sheets](#)
- [List of acronyms](#)
- Council Operating [Procedures](#) for the MPC
- [correspondence](#)
- [Roster](#)