2020 PacIOOS Governing Council (Virtual) Meeting

Agenda

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<th>Am Samoa</th>
<th>RMI</th>
<th>Pohnpei</th>
<th>Guam/CNMI</th>
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**Purpose:** Conduct an abbreviated virtual meeting (due to the COVID-19 travel restrictions) with the PacIOOS Governing Council and PacIOOS management to: 1) check-in and connect; 2) discuss key program updates and plans for the current fiscal year; 3) discuss the upcoming 5-year proposal and beyond.

**Day 1**

**Check in.** Everyone settled; audio checks. Quick overview of Zoom tools and Ground Rules and Meeting Roles (Melissa Iwamoto, PacIOOS Director). ~10 minutes

*Outcomes: Set the tone for an organized, efficient virtual meeting; resolve any technical issues early on.*

**Zoom Overview**
- *mute button*
- *stop video*
- *gallery vs. speaker view*
- *how to raise your virtual hand (participant sidebar)*
- *chat*
- *reactions*
- *How to change your screen name: hover over your own video, and click into the three dots in the upper right corner. Choose “rename.”*
- *If bandwidth is limited, call in to the meeting separately (if can) & use the participant ID number assigned to you (so your phone line is connected with your video image).*

**Working Agreements**
- Engage respectfully and thoughtfully
- When possible, keep video on and audio muted (unless speaking)
- Stay present - minimize multitasking
- Share the air
- Be patient and provide longer pauses for people to respond
- Please don’t apologize for real life happening

**Meeting Roles**
- Meeting Facilitator (focus on the meeting process) – Melissa
- Tech Troubleshooter (monitor/facilitate chat and other participant interactions) - Fiona
- Note Taker (focus on recording input from everyone in their words) - Simon
- Time Keeper (keep us aware of the time, ensure we take breaks) – Chip
Welcome (Brian Taylor, Chair of PacIOOS Governing Council), Review Agenda and Meeting Objectives, and Introductions (M. Iwamoto) (“toss the mic”) ~45 minutes
- Name, organization
- Top of mind issues for the region/your jurisdiction that PacIOOS should know about
Outcomes: Group agreement on agenda and meeting objectives; early input from Governing Council (GC) members on important topics and ideas for maximizing impact.

Overview of Stakeholder Engagement Process for 5-year Proposal and 10-year Outlook development (Fiona Langenberger, PacIOOS Communications and Program Coordinator) ~10 minutes
Outcomes: Inform the Governing Council of steps taken to engage stakeholders throughout this process.

What have we been up to? What are we planning? (PacIOOS staff)
Outcomes: By component area, provide abbreviated, key updates since November 2019 (last GC meeting) and discussion and agreement on 5-year proposal plans based on stakeholder-feedback.
- Marine Operations
- Coastal Hazards

Group Photo (Screenshot—Smile!) and Break (Everyone stop your video, Fiona will mute all). 10 min.

Continue What have we been up to? What are we planning? (PacIOOS staff)
Outcomes: By component area, provide abbreviated, key updates since November 2019 (last GC meeting) and discussion and agreement on 5-year proposal plans based on stakeholder-feedback.
- Ecosystems and Living Marine Resources
- Water Quality

Wrap up and Plans for Day 2 (M. Iwamoto)
Outcomes: Overview and input on Day 2 agenda (e.g., any necessary adjustments?); Final thoughts for Day 1.

Close (B. Taylor)

Day 2

Check in. Everyone settled; audio checks. (F. Langenberger) ~5 minutes
Outcomes: Resolve any technical issues early on.

Welcome back, Recap of Day 1 (B. Taylor) ~5 minutes
Outcome: Set the stage for ensuing discussion.

Continue What have we been up to? What are we planning? (PacIOOS staff)
Outcomes: By component area, provide abbreviated, key updates since November 2019 (last GC meeting) and discussion and agreement on 5-year proposal plans based on stakeholder-feedback.
- Data Management and and Cyberinfrastructure (DMAC)
- Engagement
- Governance and Management

Group Photo (Screenshot—Smile!) and Break (Everyone stop your video, Fiona will mute all). 10 min.
What have we been up to? What are we planning? (PacIOOS staff)

Outcomes: By component area, provide abbreviated, key updates since November 2019 (last GC meeting) and discussion and agreement on 5-year proposal plans based on stakeholder-feedback.

- **Indigenous Knowledge in Ocean Observing**
  Outcomes: Presentation by Scott Burch on efforts within the National Park of American Samoa; discuss and identify potential actionable items to enhance synergy or inclusion of Indigenous Knowledge; share lessons learned from other organizations.

- **Diversity, Equity, and Inclusion**
  Outcomes: Discuss and identify actionable items to improve diversity, equity, and inclusion in PacIOOS and the broader ocean observing community. Lessons learned from other organizations. Brainstorming.

Wrap up (M. Iwamoto) ~15-30 minutes
Outcomes: Final thoughts from the group.

Close (B. Taylor)