

ICC(16)6

Report of the Second Meeting of the IYS Coordinating Committee

*Conducted by Conference Call
26 October 2016*

1. Opening of the Meeting

- 1.1 The Co-Chairs, Mark Saunders (NPAFC) and Dan Morris (NASCO) opened the second meeting of the IYS Coordinating Committee and welcomed all participants.
- 1.2 The following members of the Coordinating Committee participated in the meeting
Peter Hutchinson (NASCO)
Carmel Lowe (NPAFC)
Dan Morris Co-Chair (NASCO, Co-Chair)
Vladimir Radchenko (NPAFC)
Mark Saunders (NPAFC, Co-Chair)
- 1.3 Doug Mecum (NPAFC) was unable to participate in the meeting. Jennifer Chang, Nancy Davis and Madeline Young (NPAFC Secretariat) supported the work of the Committee.

2. Adoption of the Agenda

- 2.1 The Coordinating Committee adopted its agenda without change, ICC(16)3 (Annex 1).

3. Agreement on a protocol for ICC co-chair coordination

- 3.1 Since the first meeting of the IYS Coordinating Committee, the Co-Chairs had liaised on how to make the IYS Coordinating Committee meetings and intersessional coordination effective and had developed Guidelines on Preparation for, and Conduct of, Meetings which had been annexed to the Governance Arrangements document. The Coordinating Committee agreed this Guidance, recognising that it could be modified in the future, as required, in the light of experience of working practices.

4. Appointment of Chair and Rapporteur

- 4.1 The Coordinating Committee appointed Dan Morris as Chair for the meeting and Mark Saunders as the Rapporteur for this meeting.

5. Adoption of the report of the first meeting of the IYS Coordinating Committee

- 5.1 Given the limited time available since the Draft Report was circulated, the Coordinating Committee agreed to adopt the report of its first meeting, NP_ICC(16)1, by correspondence. The report was subsequently adopted unchanged, ICC(16)4 (Annex 2).

6. Initiating collaboration on the IYS Scientific Symposium

- 6.1 One of the major events of the IYS will be an international symposium to be held in the Autumn of 2018 in advance of the focal year in 2019. In order to plan for, organize and

run an international IYS symposium in 2018 a Symposium Steering Committee will be appointed to undertake the following activities:

- agreeing on the dates and venue for the symposium;
- developing objectives and the programme, including identifying and inviting keynote (invited) speakers and soliciting contributed papers;
- establishing a web page for registrations;
- seeking sponsors and supporters;
- dealing with all financial matters;
- making arrangements for publication of the proceedings; and
- other tasks to ensure a well-run, prestigious and well reported symposium.

6.2 NASCO has appointed its representatives to the Steering Committee (Mr Tony Blanchard, Dr Ciaran Byrne and Dr Peter Hutchinson). NPAFC agreed to confirm its representatives on the Symposium Steering Committee by 4 November. Planning and executing a major scientific symposium is a considerable undertaking and some activities, such as securing a venue for the symposium and a journal for publication of the proceedings, require a very long lead time. The aim is to organise a prestigious symposium, that is well attended, with top quality presentations and that is well reported both in a scientific journal and in a publication targeting a broader audience.

6.3 At its first meeting, the Committee's attention was drawn to a proposed World Salmon Summit (WSS) that is also scheduled for 2018 (9 - 11 May) in Seattle. NASCO had already received enquiries about whether this event is the IYS symposium. NPAFC agreed to consult to find out more about this event.

7. Development of plans of action leading to future decisions by the IYS Coordinating Committee

The Coordinating Committee agreed that it should convene as required through relatively short virtual meetings conducted by telephone although it may need to meet in person once a year as envisaged in the Outline Proposal. The Coordinating Committee's role is to work at the salmosphere level and it developed approaches for progressing a number of its Terms of Reference.

7.1 Further consideration of the IYS Governance Arrangements document

Prior to the Coordinating Committee's first meeting, a document developed by NPAFC, had been circulated to members of the Coordinating Committee, providing details of governance arrangements for the IYS and drawing on the Outline Proposal agreed by both NASCO and NPAFC. This document was not complete but had focused on developing TORs for the Coordinating Committee. Most of the activities under the IYS will be undertaken at the Regional/RFMO and party/jurisdiction level and it was recognised that the TORs for should closely reflect the activities assigned to the various Committees in the Outline Proposal. NASCO had highlighted the need to elaborate on the interaction between the different IYS Committees and had provided appropriate wording and other comments to the Committee for its consideration. The document had

subsequently been further developed with TORs for each Committee and inclusion of the Guidance on Preparation for, and Conduct of, Meetings referred to in paragraph 3.1 above. The Committee agreed that there should be a further opportunity for comments on the governance document. In this regard, NASCO is holding the first meeting of its North Atlantic Steering Committee on 2 and 3 November and thereafter would provide further feedback to the Coordinating Committee. NPAFC would then circulate the document to its IYS Working Group.

7.2 *The creative brief for branding, logo, and website*

A document providing a draft creative brief had previously been made available to the Coordinating Committee with the aim of informing an identity design for IYS, which would be applied in a logo, website, and IYS printed materials. The Coordinating Committee had agreed that it was important to proceed with this work in support of initiatives to generate broader interest and support for the IYS. The first section of the document identifies the IYS theme, keywords, vision, scope, target audiences, objective, and tone. The second part of the document is focused on the qualities one would look for in an IYS website. The Coordinating Committee was advised that Dr. Doug Bliss, DFO, had recently undertaken the process of developing design alternatives and selecting a logo for the new Atlantic Salmon Research Joint Venture. He offered to engage the same graphic design firm to develop some ideas for an IYS logo for consideration by the Coordinating Committee and to cover the costs involved. The second part of the creative brief relates to the development of an IYS website. The Coordinating Committee reviewed and welcomed the first part of the document and thanked the NAFC Secretariat for its work in developing this proposal. NASCO indicated that it would present this to its North Atlantic Steering Committee with a view to progressing development of an IYS logo which is required in order to give the IYS an identity on the lead organisations' websites until such time as an IYS website/websites is/are established. NPAFC would also provide feedback on the first section of the creative brief and on the offer from Dr Bliss which was very much appreciated by the Coordinating Committee.

7.3 *IYS endorsements*

The Outline Proposal charges the Coordinating Committee with the development of criteria for IYS endorsement of research, outreach and other activities. It was agreed that NASCO would develop a first draft for consideration by the Coordinating Committee. It was recognised that there could be different approaches including an application process with all proposals being evaluated. This could involve a considerable amount of work and may not be appropriate so an alternative arrangement might be for the Coordinating Committee to develop criteria for use of the IYS logo and allow proponents of activities to self-assess their activities against these criteria.

7.4 *IYS salmosphere research priorities*

The Outline Proposal indicates that one of the tasks assigned to the Coordinating Committee is to identify research priorities at a salmosphere level. While the Committee recognised that most research and other IYS activities will be conducted at the Regional/RFMO and party/jurisdiction level and NASCO has already identified its research priority, it was recognised that there could be benefits from improved exchanges

among scientists around the salmosphere and that there could research with geographic or fish-stock scope encompassing more than one of the IYS basin. It was agreed that there might be further consultations on this matter following the North Atlantic Steering Committee meeting.

7.5 *Collaboration tools*

NPAFC suggested that at times the IYS Coordinating Committee may need to exchange ideas and work collaboratively on a single document and it was noted that there are cloud-based platforms that can allow members of a group to either access documents or to share ideas. The platforms provide controls that can be set by the author/poster that allow or restrict access and editing of individual documents. One issue that would need to be addressed if such a system was to have utility to the Coordinating Committee is version control to ensure to ensure NPAFC and NASCO provide bilateral versions. It was suggested that collaboration tools might have more utility within the RFMO Steering Committees but the Coordinating Committee agreed that the possible value to the Committee of a collaboration platform should be further explored.

8. Report of the meeting

8.1 The Coordinating Committee decided to agree a report of its meeting to by correspondence.

9. Close of the Meeting

9.1 The Co-Chairs thanked members of the Coordinating Committee for their contributions to the meeting.

9.2 The Coordinating Committee agreed to hold its next virtual meeting in January 2017 or earlier if the Co-Chairs considered that this was necessary. NASCO would provide comments on the Canadian partnership agreement to NPAFC by 28 October.

ICC(16)3

Agenda

1. Opening of the Meeting
2. Adoption of the Agenda
3. Agreement on a protocol for ICC co-chair coordination. The co-chairs have drafted basic business rules regarding the preparation, conduct, and reporting of meetings of the Coordinating Committee.
4. Acceptance of the draft report of the first meeting of the IYS Coordinating Committee
5. Agreement on IYS governance document
6. Development of plans of action leading to future decisions by the IYS Coordinating Committee regarding:
 - IYS endorsements.
 - IYS research priorities.
 - The creative brief, logo/brand, and website.
 - Collaboration tools
7. Report of the Meeting. The report of the meeting will be drafted, circulated, and accepted post hoc by correspondence.
8. Close of the Meeting.