

# Alaska Department of Fish and Game Boards Support Training

## How to be Effective at the Board of Fisheries Meetings





# Course Overview

- How the boards work.
- Public testifying.
- Board committees.
- Talking to board members.





# Board Jargon

- RC = record copy or regional coordinator
- AC = advisory committee
- PC = public comment
- COTW = Committee of the Whole
- Roadmap
- Blue cards
- Recommendations v. minutes
- Index of comments
- PC #, AC#, RC #
- Lead-in language
- Proposal book
- Staff reports / comments





# How the Boards Work

- Calls – requests for proposals.
- Proposals – recommendations for new regulations.
- Public/AC/staff input – information related to proposals.
- Board meetings – input and final board deliberations.
- Regulations – final product of approved proposals.

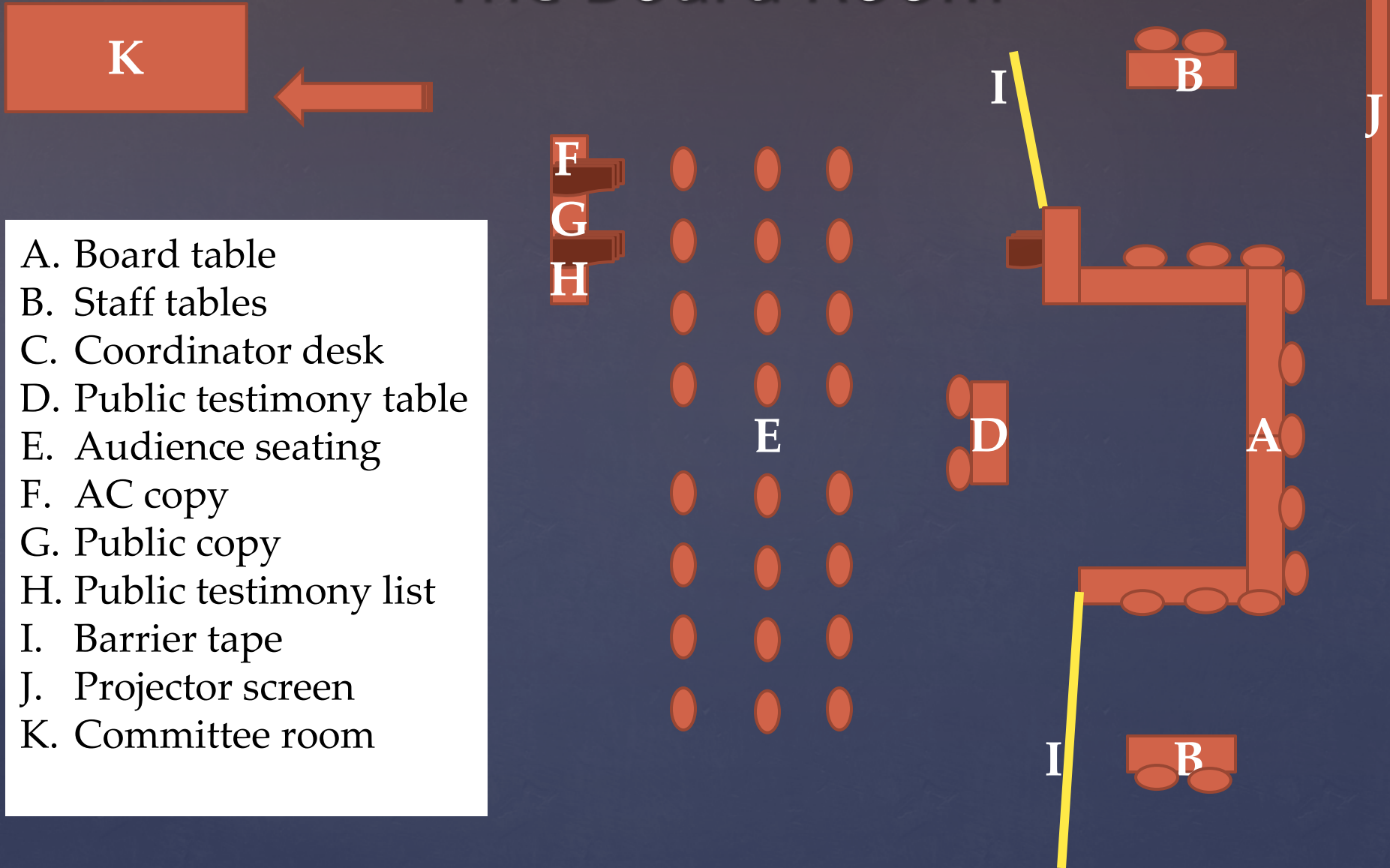


## *Before* a Board Meeting

- Get AC / public comment in on time.
- Check the Index of Comments to be sure it is correct.
- Consider reading other information – staff reports, comments, other public comment.



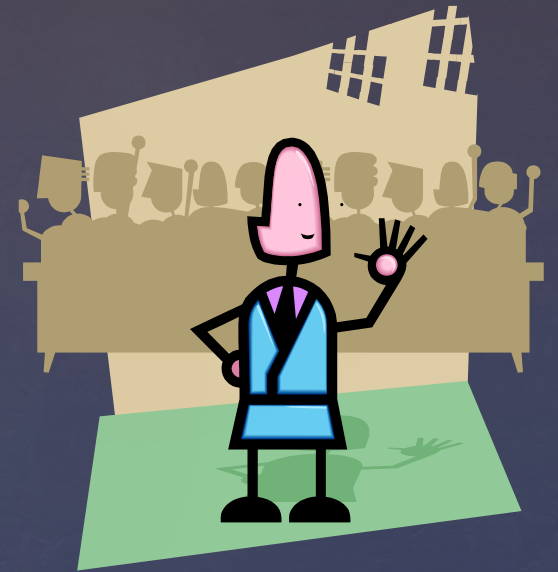
# The Board Room



- A. Board table
- B. Staff tables
- C. Coordinator desk
- D. Public testimony table
- E. Audience seating
- F. AC copy
- G. Public copy
- H. Public testimony list
- I. Barrier tape
- J. Projector screen
- K. Committee room

# How the Boards Work

- During a Meeting
  - Introductions/Ethics
  - Staff Reports
  - Testimony
  - Board Committees
  - Deliberations







# Myths about Board Members

- They have every proposal and number memorized.
- They aren't uneasy, frayed, or occasionally bewildered.
- They know everything already.
- They don't want to hear from you.
- They have boundless energy and never get tired.





# Public Testimony

- Nuts and Bolts Reminder
- Advisory Committee Role
- Improving Efficiency of Testimony



# Nuts & Bolts of Testimony

- Signing up – blue cards.
- Pros and cons of what order to testify in.
- Know the time limit – chair discretion.
- Manners matter.
- First things first – Click the microphone and state your name.







# Organizing Your Presentation

- Focus and preparation.
- Condense testimony to the most important issues.
- Practice, practice, practice.
- If an AC, keep personal testimony separate.
- Comments can mirror roadmap.
- Consider providing a map/visual
- Quality over quantity.



# Improving Testimony Efficiency

- Do –
  - Introduce yourself.
  - When starting, cite supporting record copy, public comment, or advisory committee minutes number.
  - Provide proposal number, quick summary of proposal, AC vote, summarize the discussion behind the vote.
  - Speak to opposing views.
  - Delve further into background knowledge. Talk about solutions discussed by the AC and the preferred – why?
- Don't -
  - Just rattle off proposal numbers and vote tallies.
  - Say the same point over and over.





# Dealing with Nerves



- Everyone gets nervous.
- Understand your anxiety patterns.
- Your message is important.
- Boards needs to know what you have to say.
- Most of the time we really can't tell.
- The truth is – it's ok to be nervous.

# When Your Time is Up



- Don't run on.
- Wait a second – there may be questions.
- If you didn't finish, submit remarks as record copy – (do that regardless).
- There is plenty of opportunity later.



# Committees – How They Work

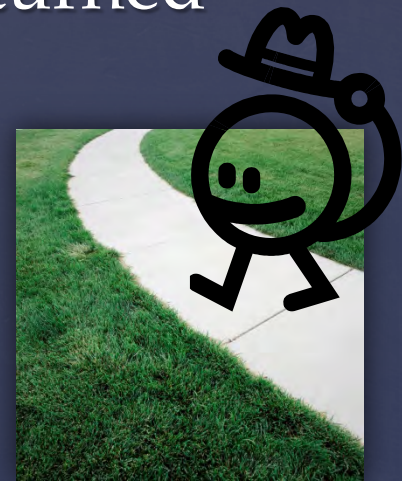
- Committees v Committees of the Whole.
- Sign up. Advisory committee members can move around.
- Provide new information.
- Committee notes part of formal record.
- Great opportunity to expand on points.





# Talking with Board Members

- Focus and respect.
- Use the committee process time well.
- Speak to board members –you are a resource.
- Solutions by opposing groups are rarely turned down.
- After meeting hours – go meet.







## In Summary

- Oodles of opportunities to inform the board.
- The board process is dynamic and needs your active engagement to be effective.
- Board members need your help.



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