

MSI Assessment Committee (AC)

Draft Agenda

Wednesday February 6, 2019 2 - 3:30 p.m.

Innovation Room 3195 Main St., Barnstable, MA

Open Cape Building, to the left of the old jailhouse, at the top of the hill at the Barnstable County Complex

Call In information: Dial-in number: (641) 552-9235
Access Code: 729728

1. Introductions and Ground Rules
 - Name, where you come from and who you represent
 - Roberts Rules
2. Review Committee's charge from the Task Force (see below).
 - AC ground rules
3. Election of AC Chair
 - *Chair responsibilities:* keep us to the agenda, insure any assignments are completed on time, guide the Assessment Committee report development, and present results to the Task Force (target date April 3, 2019)
4. Presentation and Review MSI survey results
 - Sean McNally presenting
 - All: discussion on survey results and questions from AC members
 - Identification of survey responses that warrant more analysis.
5. Review snap shot of other state and/or municipal initiatives, to see if we can learn from their engagement processes.
6. Identify which data needs to be collected from where
 - Example: some already exists at DMF and just needs to be summarized in a way that is useful for the committee, some data will need to be collected-like asking towns to complete a form
 - Proposed data organizing tool to consider: using a matrix that includes column headings program/support, nature of support (grant, research, infrastructure, technical assistance/outreach, monitoring, education, outreach), responsible entity, current staffing (if applicable), budget, economic impact (if applicable) of shellfish in Massachusetts.
7. Determine what tools/tactics will be used for data collection
8. Assignments and division of workload
9. Plan for additional meetings to report back, review results, and identify gaps/needs for the report.
10. Other matters, questions, miscellaneous relative to MSI Assessment Committee
11. Schedule follow up meetings
12. Adjourn

MSI Assessment Committee Charge:

- ✍ Assess the capacity and status of state, town government and Non Government Organization support and programming for shellfish including but not limited to current staffing, labs, hatcheries, research, monitoring, education, outreach, town programs and economic impacts of shellfish in Massachusetts
- ✍ Assess the status of existing strategic goals related to Massachusetts shellfish, across state agencies, nonprofit organizations and municipalities;
- ✍ Compile public input that has been collected through surveys and agency requests for public comment associated with shellfish in Massachusetts, as well as any informal feedback gathered by the committee.