

**Massachusetts Shellfish Initiative
Strategic Plan Work Group Meeting
January 15, 2021 1-3pm**

Public Zoom link:

<https://us02web.zoom.us/j/87596476336?pwd=UE4vaHQrVnpaVGUycXByYIRReINCQT09>

Or Dial by Phone: +1 301 715 8592

Webinar ID: 875 9647 6336

Passcode: 968257

Chair: Rob O'Leary

Zoom Facilitator: Julia (DMF)

Meeting will be recorded and the video will be posted to MSI website.

Desired Meeting Outcome: Work Group shares recommended actions and comes to consensus on a draft document to release for public comment. Work Group finalizes a timeline to deliver a draft strategic plan to the Task Force by the end of March.

DRAFT AGENDA

1. Introductions/Meeting Outcome
2. Approval of Agenda
3. Work Group members review suggested strawman edits and share additional recommended actions to populate Draft Strategic Plan
4. Group discussion on recommended actions to create Consensus Draft 1, which will be released for public comment.
 1. Document 'red line' issues where no resolution/consensus achieved
5. Process for logging public comments (shared google drive folder/spreadsheet)
6. Assignments to Work Group members
7. Finalize Work Group Timeline (see included draft on page 2), set next meeting
8. Public Comment

MSI Strategic Plan Work Group Schedule

(Proposed 12.14.2020, to be finalized on 1.15.2021)

	Work Group	Public	Task Force
Early Jan	Deadline Round 1 edits: populate recommended actions (bring to Mtg #2)		
Week Jan 11	WG Meeting #2 - Jan 15, 1-2pm		
Jan 18	Consensus Draft 1 released for public comment period	Public Comment Period Jan 18- Feb 1	
Week Feb 2	WG Meeting #3 to incorporate public comment and additional discussion		
Feb 12	Deadline for WG edits		
Feb 15	Consensus Draft 2 shared with Task Force		
Late Feb			TF Meeting #4 to review and provide input on strategic plan
Late Feb	Incorporate TF input, finalize Consensus Draft 2		
March 1	Consensus Draft 2 released for public comment period	Public Comment Period March 1-14	
Week Mar 13	WG Meeting #4 to incorporate public comment and additional discussion		
March 21	Deadline for final WG refinements and approval.		
March 22	Consensus Draft 3 shared with Task Force		
March 26-30			TF Meeting #5 for final review, refinement, and approval of strategic plan
March 31			Final Strategic Plan released to public