

# **Bycatch Advisory Council Operating Procedures**

## **MEETING NOTICES**

BAC shall be conducted in accordance with AS 44.62.310-44.62.319 (Open meetings Act) with a minimum 14 day notice. Notices will be circulated through direct notices for participants signing up for notices as well as the State Public Notice system.

## **COMMUNICATIONS**

BAC meeting notices, minutes and supporting materials will be posted to the [Alaska Bycatch Review Task Force \(ABRT\) website](#) along with historical ABRT information.

## **ADMINISTRATIVE SUPPORT**

BAC is assigned to the Department of Fish and Game Boards Support Section for administrative purposes with assistance from the Commissioner's office.

## **ELECTIONS**

Elections for officers will occur annually at the first BAC meeting of the new year.

## **OFFICERS**

Officers will include Chair and Vice-Chair.

## **QUORUM**

BAC is composed of six members, therefore a quorum for meeting will be four of the six members.

## **DECISION MAKING**

BAC will operate on consensus and vote if issues arise where viewpoints diverge. Reports will include a list of consensus recommendations and present issues where consensus was not reached with majority/minority viewpoints.

## **PUBLIC COMMENT**

Opportunities for oral public comment will be provided at each BAC meeting. Each commenter will have three minutes. Written comment will also be accepted at any time under the condition the comment contain the full name and contact information of commenter.

## **ADVISORY- ONLY SUBCOMMITTEES**

Chair of BAC will form subcommittees as necessary.

## **REPORTS**

Commissioner Order 1 requires BAC to prepare an annual report. Any other reports will be provided under the ADF&G Commissioner's direction.

Approved  
May 1st, 2023