

PROPOSAL 4

5 AAC 96.060. Uniform rules of operation.

Clarify the responsibilities for advisory committee chairs as follows:

5 AAC 96.060(j) is amended to read:

...

(j) Chair. The chair is the presiding officer [.] **and is responsible for setting meeting dates, establishing agendas, and ensuring that preliminary recommendations and actions of the committee are recorded in writing and submitted to boards support section in the manner specified by boards support.**

What is the issue you would like the board to address and why? Advisory committees (AC) require an active chairperson(s) and secretary/recorder to effectively participate in the regulatory process. In the event the secretary/recorder position is unfilled, absent from an AC meeting, or unable to perform the duties, it remains the chair’s responsibility to ensure the recommendations and other actions of the AC (i.e. meeting minutes) are recorded and submitted to Boards Support Section staff. This proposal seeks to codify the chair’s responsibilities outlined in the Alaska Department of Fish and Game Advisory Committee Manual 4th Edition. Ensuring that meeting minutes are recorded, usually by the committee’s secretary/recorder, and submitted to the Boards Support Section in a timely manner is a critical component of effective AC participation in the regulatory process.

PROPOSED BY: Alaska Department of Fish and Game

(HQ-F23-007)
