



American Samoa Ocean Planning Team

Teleconference Summary

December 8, 2017

1. Welcome and roll call

Attendees: Mia Comeros, Brian Donahue, Brian Peck, Stephen Barclay, Krista Corry, Nate Ilaoa, Chris King, Atuatasi Peau, Tim Clark, Miranda Foley, Sarah Pautzke

2. Old Business/ Action items from October

Topic	Action	Status
Stakeholder Assessment RFP	Check about providing input on RFP as well as evaluate offerors	Done. Input requested.
	Circulate RFP to local facilitators	Done. More information below.
Data team	AS EPA will connect with DOC to explore possible collaboration potential and nexus to ASOPT. <i>EPA/ DOC are co-leads on a related DOI initiative to develop a centralized server and use the existing portal platform</i>	Not done, but information is reported below in section 3a.
Stakeholder engagement	PIRPB Coordinator will send ASOPT the list of stakeholders that have already participated in process.	Emailed 10/14. Completed
	PIRPB Coordinator will send ASOPT the list of stakeholders ASOPT generated in January.	Emailed 10/14. Completed
ASOPT Housekeeping	PIRPB Coordinator will draft a Goals and Roles document by early December	Not done.
	Meeting agenda and minute formatting: Brian Peck will send an example meeting agenda template to the PIRPB Coordinator, to help with new format of Old/ New Business	Brian P. emailed Sarah P. the template.
	Chris to set up teleconference call in Nov, with support from PIRPB coordinator.	Done.
Goals Development Process: Stakeholder Engagement	PIRPB Coordinator will circulate a draft survey to ASOPT about draft goals.	Not done. Information below.
	ASOPT will circulate a survey to stakeholders about the draft goals over e-mail and face-to-face	Not done as survey isn't drafted yet.

Messaging and Outreach	PIRPB AS representatives will brief their directors (PIRPB members) and share talking points with DOC and OSA	Not complete. Port: Information submitted to Director Poumele. Awaiting review and direction. DMWR: no report.
	PIRPB representatives will circulate talking points and meeting materials to ASOPT and ASG	Not done.

Stakeholder Assessment RFP

- Recommendation to have a local Samoan government employee review the proposals
- **NEW ACTION:** Sarah to follow up with Udall regarding additional reviewer based on recommendation. People recommended: Selaina (DMWR), Faamao (AS EPA), and Chris (Port)

Goals Development Process: Stakeholder Engagement – DRAFT SURVEY

- Survey will be one-sided, one page
- During review, ask if your mom could understand it
- During review, were you compelled?
- Most ASOPT members replied they can access Survey Monkey surveys

Messaging and Outreach

- Recommended finding a driver for ocean planning – a hook – to get the leadership engaged

3. New Business

a. Data Team

- Report from EPA about collaboration with DOC. DOC and AS EPA are co-leads on a DOI-funded project that runs through September 2017. Current data are not easily accessible or easy to use in their current state. The goal is an open data platform for different environmental GIS data, permits, etc. It includes coastal use data layers. The data will be useful for ocean planning as well. Mostly local government agencies have agreed to participate and contribute data, including Public Works, AS Power Authority, DMWR, Department of Agriculture, and the Historic Preservation Office.
- This information will be reported at the Dec. 15 PIRPB Data Team Call.

b. Next ASOPT In-Person Meeting

I. Proposed Agenda Items

1. Old items
2. New Business: Goals Refinement, Listening session, Objectives Development, Plan Outline, Stakeholder Assessment Portion, items for PI RPB discussion (e.g. AS goals and objectives), introduction of new directors if applicable

II. Proposed Date: February 1-3, 2017

1. Unavailable for those dates: Brian Peck, Brian Donahue, Atuatasi Peau
2. Available: Chris King, Tim has an alternate, Mia Comeros, Krista Corry, Nate Ilaoa