

Appendix A

CCC Equity and Environmental Justice (EEJ) Workgroup Terms of Reference

1. Establishment. The CCC EEJ Workgroup (Workgroup) has been established by the Council Coordinating Committee (CCC) in accordance with the [CCC Terms of Reference](#), Subparagraph 3(h).
2. Workgroup Members. The Workgroup consists of staff from each regional management Council, designated by the executive directors of each Council--and NMFS staff with expertise, as necessary.
3. Organization. The Workgroup is led by the Workgroup member from the CCC host Council or a workgroup member designated by that individual. At its discretion, the Workgroup may also designate co-chairs.
4. Rules of Order. The Workgroup operates by consensus whenever possible. The workgroup meetings follow an agenda, but discussions are generally informal. In instances of disagreement, the chair may invoke Robert Rules of Order as needed to resolve an issue.
5. Meetings. The Workgroup meets at least once a year and may be convened by any member as needed to respond to tasks assigned by the CCC.
6. Meeting Documentation. The activities of the Workgroup are conveyed to the CCC in workgroup reports. Workgroup recommendations or reports are to be reviewed and approved by the CCC before being authorized as a CCC perspective.
7. Function. The function of the Workgroup is to improve understanding of EEJ concerns in fisheries management and foster different approaches for addressing those concerns. The targets for this improved understanding are primarily the Council staff and those whom they serve. The means by which understanding may be promoted include, but are not limited to:
 - a. Council staff conference calls to share recent practices by individual Councils and collaborations with NMFS. Summaries of the conference calls may be developed to aid in information dissemination.
 - b. EEJ workshops for Council staff, Council members, and advisory bodies, as appropriate.
 - c. Journal articles and other publications.