



Pacific Salmon Commission

Policy on Public and Media Participation in Meetings

October 6, 2026

1. Purpose

This Policy supplements the PSC Bylaws by establishing administrative procedures for public and media access, registration, submissions, recording, and conduct at meetings. The Bylaws govern whether a meeting is open or closed, who may attend or speak, the authority of chairs and vice-chairs, and official minutes and reports.

Authority and precedence. This Policy shall be read with the PSC Bylaws. If there is an inconsistency, the Bylaws prevail. Terms used in this Policy have the meanings assigned in the Bylaws. Nothing in this Policy changes the status of a meeting or creates a right to attend, speak, submit materials, record proceedings, or obtain records beyond the Bylaws.

The Policy aims to:

- Promote transparency and public understanding of PSC activities
- Facilitate orderly and efficient meetings
- Clarify how the Commission and its subsidiary bodies may receive public input during their respective meetings

2. Scope and Bylaw Framework

This Policy applies to members of the public and media representatives seeking access to meetings of the Commission and its subsidiary bodies.

The applicable Bylaw provisions determine whether meetings of the Commission, Panels, Joint Technical Committees, working groups, and standing committees are open or closed; who may attend; when oral participation may be permitted; and the requirements for executive and in-camera sessions. Public and media access under this Policy is always subject to those provisions.

Participation at a Glance

This table is a reference summary only. It does not replace or amend the Bylaws. If the table is inconsistent with the Bylaws, the Bylaws prevail; the procedural details in this Policy apply only where indicated.

Table 1: Meeting Participation Reference Summary

PSC body	Observation	Written comments	Oral comments	Recording	Meeting Notice Posted
Commission	Open, unless closed; closed portions are not open to public/media	Accepted under section 5.1	Only when authorized under the Bylaws; procedure in section 5.2	Prior authorization required under section 5.4; prohibited for in camera portions	Fall, Post-Season, Annual meetings
Panels	Open, unless closed; closed portions are not open to public/media	Accepted under section 5.1	Only when authorized under the Bylaws; procedure in section 5.2	Prior authorization required under section 5.4; prohibited in closed portions	Fraser Panel in-season Post-Season and Annual meetings
Joint Technical Committees	Open for observation only, unless closed. Closed portions not open to public	Not allowed	Not allowed	Prior authorization required under section 5.4; prohibited in closed portions	Post-Season and Annual meetings
Working groups, including Chinook Interface Group (CIG)	Panels/Tech Comm.: Closed Commission: closed unless otherwise agreed	Panels/Tech Comm: No public/media Commission: Not accepted	Not allowed	Allowed only if agreed bilaterally	n/a
Standing Committees (F&A/CSC)	Closed	N/A	N/A	Subject to section 5.4	n/a
National Sections	Closed	N/A	N/A	Subject to section 5.4	n/a

3. Administrative Notice of Meeting Access

- The Secretariat shall publish available information about meeting dates, locations, and access arrangements, as stated in Table 1 above.
 - After consulting the leadership of the relevant PSC body, the Secretariat shall communicate anticipated closures (executive and in-camera sessions) as early as practicable.
 - If an open meeting moves into executive or in-camera session, observers shall be advised that the open portion has paused and, where practicable, when it is expected to resume. Any time estimate may change.
 - The Secretariat shall maintain lists of persons who register to observe or request permission to speak.
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4. Registration and Access Arrangements

- Observers should register at least 48 hours in advance of the any meeting they intend to observe, through the PSC Secretariat at info@psc.org, or with the Secretariat's on-site workspace (if available) prior to attending the desired meeting.
 - Access may be provided in person, subject to room capacity and security requirements, or through a virtual platform designated by the Secretariat.
 - Registration does not alter any attendance or participation right established by the Bylaws.
 - Observers shall comply with the Bylaws, this Policy, access instructions, and directions of the presiding Chair.
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5. Additional Procedures for Public Comments

5.1 Written Submissions

- Where written submissions are accepted for an open meeting under this Policy, they shall be sent electronically to the Secretariat at info@psc.org.
- The Secretariat shall distribute a relevant submission to the applicable PSC body and retain it as part of the administrative record, subject to privacy, confidentiality, records-management, translation, and legal requirements.
- A submission does not create an entitlement to have the matter discussed, reproduced in minutes, or published.
- Written submissions are not accepted for Joint Technical Committee meetings under this Policy.

5.2 Requests to Speak

- The Bylaws govern whether and by whom oral participation may be authorized.

- A person seeking permission to speak shall submit a request at least 48 hours in advance to info@psc.org using the form provided by the Secretariat and shall identify the proposed topic and affiliation.
- The Secretariat shall refer the request to the appropriate decision-maker under the Bylaws.
- Permission to speak may be limited to a specified agenda item, duration, or subject.

5.3 Management of Approved Oral Comments

- The presiding Chair may set limits on the total time available and the duration of individual interventions, group similar comments, and end an intervention that exceeds its allotted time or scope.
- Speakers are encouraged to coordinate similar comments and identify joint statements.

5.4 Recording, Photography and Livestreaming

- This section establishes additional procedures not expressly addressed in the Bylaws.
- No member of the public or media may photograph, audio- or video-record, broadcast, or livestream an open meeting without prior authorization from the presiding Chair and any concurrence required under the applicable Bylaws.
- Authorization may be subject to conditions and may be withdrawn to protect confidential information, personal privacy, meeting security, or the orderly conduct of the meeting.
- Attendee recording, photography, broadcasting, and livestreaming are prohibited during any executive or in-camera session. This does not affect official minute-taking required by the Bylaws.
- Authorized activity must not disrupt proceedings or interfere with participation. The person recording is responsible for obtaining required permissions.
- Recordings made by attendees are not official Commission records and must not be represented as such.

6. Media Participation

1. Media representatives may attend open sessions, subject to the same registration, access, conduct, and recording requirements that apply to other observers.
 2. Media representatives may report on open proceedings and request interviews outside formal sessions.
 3. Attendance as media does not create a right to speak during a meeting or to record, photograph, broadcast, or livestream proceedings.
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7. Conduct and Decorum

All participants shall:

- Respect the authority of the Chair
- Avoid disruption, advocacy beyond allotted time, or abusive conduct
- Refrain from interfering with meeting deliberations

The Chair may:

- Issue warnings
 - Remove participants who violate rules
 - Suspend public participation if necessary to maintain order
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8. Transparency and Records

1. The Bylaws govern official minutes, public summary reports, decisions, and applicable confidentiality restrictions.
2. As an additional administrative practice, the relevant PSC body may make available meeting agendas and non-confidential materials.
3. Written submissions and registration information shall be managed as administrative records and do not form part of official minutes unless incorporated in accordance with the Bylaws.

Meeting summaries and decisions of Commissioner-level meetings are posted to the Commission website. <https://www.psc.org/>

9. Review and Amendment

This Policy may be reviewed periodically by the Commission and amended by Commission decision as needed.
