

# JM Working Group Preparation Meeting Report

Meeting: [MEETING TYPE] | Date: [DATE]

Chair: Dr Jim Ianelli

2026-04-03

## Meeting Summary

**Date:** [DATE] **Time:** [TIME] UTC **Duration:** [X] hours **Attendance:** [Number] participants from [Number] organizations **Chair:** Dr Jim Ianelli

## Participants

Organization	Representatives
[Org 1]	[Name(s)]
[Org 2]	[Name(s)]

## Agenda Items Discussed

### 1. [Topic 1]

**Lead:** [Person/Organization]

**Key Points:** - Discussion point 1 - Discussion point 2 - Discussion point 3

**Decisions/Agreements:** - Decision 1 - Decision 2

**Concerns Raised:** - Concern 1 - Concern 2

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## 2. [Topic 2]

**Lead:** [Person/Organization]

**Key Points:** - Discussion point 1 - Discussion point 2

**Decisions/Agreements:** - Decision 1

**Concerns Raised:** - None raised

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## 3. [Topic 3]

**Key Points:** - Discussion point 1 - Discussion point 2

**Decisions/Agreements:** - Decision 1

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## Status Updates

### Paper Submissions

Paper	Lead Author(s)	Status	Target Date
BM-01 Base Model	[Name]	[On track/Delayed/Not started]	[DATE]
BM-02 RTMB Implementation	[Name]	[Status]	[DATE]
BM-03 Indices Review	[Name]	[Status]	[DATE]
BM-04 Projections & Scenarios	[Name]	[Status]	[DATE]
Supporting Paper: [Topic]	[Name]	[Status]	[DATE]

### Data Availability

- [Data source 1]: [Status]
- [Data source 2]: [Status]
- [Data source 3]: [Status]

### Other Updates

[Brief notes on other relevant developments]

## Action Items

Action	Owner	Due Date	Priority
[Task description]	[Person]	[DATE]	High/Medium/Low
[Task description]	[Person]	[DATE]	High/Medium/Low
[Task description]	[Person]	[DATE]	High/Medium/Low

## Decisions Made

1. [Decision 1]
2. [Decision 2]
3. [Decision 3]

## Issues/Blockers

- **Issue 1:** [Description] → *Resolution:* [How it will be addressed]
- **Issue 2:** [Description] → *Resolution:*

## Next Meeting

**Date:** [DATE] **Time:** [TIME] UTC **Focus:** [Main topics for next meeting]

## Materials Referenced

- [Document 1]
- [Document 2]
- [Document 3]

## Notes

[Additional notes or context for the record]

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**Report prepared by:** [Name] **Date:** [DATE]

*Circulated to working group on [DATE]*

**Distribution:** JM Working Group members, SPRFMO Secretariat