

Council Staff Workload and Timeline of Council Actions

Updated May 16, 2018

GROUNDFISH ISSUES	Council Staff	NMFS Input	Discussion Paper	Initial Review	Final Action	Notes
BSAI Halibut PSC Deck Sorting	Elizabeth Figus	NMFS lead	2/16, 12/16, 10/17	Jun-18		Analysis update in June 2018
Biomass based BSAI Halibut PSC Limits	Diana Stram, Sam Cunningham	major contributor; IPHC staff	2015-2016, 4/17, 6/17, 10/17, 4/18, 6/18	Oct-18		Methodology update in June 2018
O26 performance standard for BS halibut	Diana Stram, Sam Cunningham	major contributor; IPHC staff	2015-2016, 4/17, 6/17, 10/17, 4/18, 6/18, 10/18			Description of data in June 2018; discussion of potential performance standard in October 2018
GOA pollock, cod season/ allocation changes	Sam Cunningham	Input	Jun-18			Discussion paper initiated in December 2017
WGOA pollock vessel size limits	Sarah Marrinan, Sam Cunningham	Input	Oct-18			Discussion paper initiated in December 2017
Fixed Gear CV Rockfish Retention	Jon McCracken	major contributor	Dec-17	Jun-18		Analysis initiated in December 2017
AFA/Crab Small Sideboards	Jon McCracken	Input	Jun-17	Dec-17	Feb-18	Rulemaking underway
Bering Sea Cod Trawl CV Participation	Jon McCracken/ Darrell Brannan	major contributor	12/17, 6/17, 6/18	Oct-18		Clarifications and data provided in June 2018, initial review in October
AI Pcod set aside adjustment	Jon McCracken/ Darrell Brannan	major contributor	Jun-18	Oct-18		Clarifications on data and how relates to BS Pcod analysis in June, initial review in October
Observer disembark location	Elizabeth Figus	major contributor	Feb-16			On hold pending other priorities
Observer deployment tender trip definition and transfer	Elizabeth Figus	NMFS lead	2015-2016, 10/17			On hold pending staff availability
Observer Insurance Requirements	Elizabeth Figus	NMFS lead	Feb-18			NOAA Tech memo published November 2017. On hold pending NMFS guidance under development.
Observer fee analysis	Elizabeth Figus/ Diana Evans/ Sam Cunningham	major contributor	Feb-18	Dec-18		Update to OAC in May 2018 and September 2018
Fixed gear EM Integration	Elizabeth Figus, Sam Cunningham	NMFS lead	2015-2016 2/18	Oct-16	Dec-16	EM funding transition in 2019 ADP
Development of EM for trawl	Elizabeth Figus, Sam Cunningham	NMFS lead	Jun-18			EMWG meeting in May 2018, report to Council in June. Next EMWG meeting in August 2018.
Halibut DMRs	Jim Armstrong, Mike Fey	AFSC, AKR, IPHC input	4/16, 10/16			New calculation methodology for 2017 and beyond. Re-evaluation annually for groundfish harvest specifications.
GOA Tanner Crab observer/ effort data	Mike Fey, Jim Armstrong	AFSC, AKR input	June 2017, June 2018			Followup discussion paper initiated in June 2017
Salmon Genetics spatial/temporal	Diana Stram	major contributor; AFSC, ADF&G	4/16, 12/16; 4/18, 4/19			Report to Council each April. Stock composition public workshop to be scheduled before April 2019.
Adjust requirement to retain small sablefish	Jim Armstrong	NMFS input	Oct-18			Discussion paper initiated April 2018
Bering Sea Snow Crab PSC limits	Steve MacLean	AFSC, AKR input		Dec-18		Initiated analysis in February 2016
Bristol Bay Red King Crab PSC	Diana Stram	AFSC, AKR input	Feb-17			Referred to Crab Plan Team; on hold pending research project

CRAB ISSUES	Council Staff	NMFS RO Staff	Discussion Paper	Initial Review	Final Action	Notes
BSAI crab control rules and uncertainty	Diana Stram	AFSC, AKR input	10/16, 2/17, 2/18			Annual report by Crab Plan Team
Develop electronic logbook	Sarah Marrinan	NMFS lead	TBD			Discussion paper initiated in April 2018
Allow partial deliveries	Sarah Marrinan	NMFS input	TBD			Discussion paper initiated in April 2018
BSAI Crab FMP Update	Diana Stram, Sarah Marrinan	AKR input	TBD			Housekeeping to bring FMP up to date

HALIBUT/SABLEFISH ISSUES	Council Staff	NMFS RO Staff	Discussion Paper	Initial Review	Final Action	Notes
Area 4 leasing options for CDQ	Sarah Marrinan	major contributor	Dec-15	Feb-17	Jun-17	Rulemaking underway
Halibut Retention in BSAI Pots	Sara Cleaver, Sarah Marrinan	major contributor	Oct-17	Jun-18		Second initial review scheduled for June 2018
Charter Halibut permit registration	Sarah Marrinan	major contributor		Oct-17	Apr-18	Rulemaking underway
IFQ Medical Lease Provision	Darrell Brannan, Sam Cunningham	major contributor	Feb-18	Oct-18		Analysis initiated in February 2018
IFQ Beneficiary Designation	Darrell Brannan, Sam Cunningham	major contributor	Feb-18	Oct-18		Analysis initiated in February 2018
Self-guided halibut rental boats	Steve MacLean	OLE input	12/17, 6/18			Expanded discussion paper tasked in December 2017
Mixing of guided and unguided halibut	Jon McCracken	OLE input	Feb-17	Oct-17	Apr-18	Rulemaking underway
Halibut CQE Fish-up in 3A	Sara Cleaver	AKR input	Oct-18			Discussion paper tasked February 2018
Eligibility Requirements for QS holders	Sam Cunningham (T)	AKR input	TBD			Discussion paper tasked February 2018, no staff assigned yet
Hired Master Use	Sam Cunningham (T)	AKR input	TBD			Discussion paper tasked February 2018, no staff assigned yet

OTHER MANAGEMENT ISSUES	Council Staff	NMFS RO Staff	Report	Initial Review	Final Action	Notes
Ecosystem Committee EBFM action plan	Steve MacLean	n/a	4/14; 10/14; 10/15			Long term development of EBFM
Annual Co-op reports: AFA, Am 80, CGOA Rockfish, Crab, Pollock IPA	Jon McCracken Sarah Marrinan, Diana Stram	tracking	every April	n/a	n/a	Annual Reports from Industry (April)
Economic Data Report requirements and data use	TBD	NMFS lead	Oct-18	n/a	n/a	Discussion paper initiated April 2018
Observer Program	Elizabeth Figus	lead	every June and Oct	n/a	n/a	Annual Report (June) and Annual Deployment Plan (Oct)
EFH Consultation Process	Steve MacLean	lead	every June	n/a	n/a	Annual update from NMFS on EFH consultations with other agencies
Halibut Management Framework	Witherell		Oct-16			Revised per Council direction
Annual Halibut charter recommendations	Steve MacLean	ADFG major contributor	every Dec	n/a	n/a	Committee meeting each October and December. Council develops recommendations every December.
Research Priorities	Armstrong, Fey	n/a	June meetings	n/a	n/a	Developing a new tracking report for research priorities. Council reviews in June.
Crab, Scallop, Groundfish plan team and SAFE reports	Stram, Armstrong	AFSC	most meetings	n/a	n/a	Major Council staff workload; Peggy assisting with document preparation
Groundfish Policy Workplan	Jim Armstrong	AKRO	4/17, 2/18, 2/19			Reviewed annually
Social Science Planning Team	Cunningham, Marrinan, Figus	AFSC	6/17, 2/18, 6/18			In-person meeting, May 2018
Salmon FMP Amendment	Armstrong	Lead	4/17, 10/17, 4/18			Solicitation for Salmon Committee in April-May, intent for committee meeting in October
Bering Sea Fishery Ecosystem Plan (FEP)	Diana Evans, Sara Cleaver, Elizabeth Figus	AFSC	2014-2015, 4/17	Oct-18		FEP team working on development of Council-review draft. Ecosystem Committee review in July 2018

CURRENT OTHER PROJECTS	Council Staff	Notes
Analytical template (EA/RIR/IRFA)	Diana Evans, Maria Shawback	We are revising a standardized analytical template to improve our analytical content and speed the regional and GC review process, and incorporate 508 compliance.
Current Issues Glossy	Diana Evans	We intend to update our Current Issues brochure for publication in the future
Community Profiles Glossy	Mike Fey	An overview of fishing communities affected by federal fishing regulations; published June 2016
Groundfish Species Profiles	Jim Armstrong, David Witherell	An overview of groundfish species; published 2015
Protected Species Glossy	Steve MacLean	Similar to the groundfish and fleet profiles, we are preparing a overview of protected species affected by federal fisheries.
Update Reference Manual, Personnel Rules, other guidance	David Witherell, Diana Evans	These manuals are being developed and updated. AP Handbook approved in Oct 2016. SSC Handbook in development.
FMP Updates	Diana Stram, Jim Armstrong	Ongoing updates of our FMPs with recently approved amendment language. Crab FMP in need of full overhaul.
Guide to Gfish Stock Assessments	Jim Armstrong	Updating previous laymans guide
Groundfish Amendment Summaries	Sara Cleaver	BSAI summaries published June 2016. Sara Cleaver working on GOA Groundfish summary.
Groundfish FMP Glossy		Our 2012 summer intern (Ben Williams) revised these to make them more accessible to the general public. Still needs work

ONGOING ADMIN WORK	Council Staff	Notes
Preparation for and attendance of staff at other agency meetings (IPHC, BOF, NPRB, PSMFC, AMSS, Council training, etc)	Liaison staff	Staff gives presentations and participates at meetings of partner agencies, and responds to requests for presentations at various venues.
Preparation and attendance at national and international meetings and symposia (IPHC, NPFC, ICC, CCC, Wakefield)	Witherell, et al.	Significant obligations primarily for CCC related activities. NPFMC takes CCC chairmanship in 2018
Staffing and minutes preparation, briefing materials and presentation preparation for Council meetings; preparation of newsletter	All staff	Each Council meeting effectively uses up 3 weeks of each staff persons time. Meeting minutes take several weeks to prepare. Significant workload
Staffing and minutes preparation for standing Council committees (Ecosystem, Enforcement, Charter Halibut, OAC, Plan Team, etc.)	All staff	Staff plans and attends meetings of various Council committees, and prepares minutes of these meetings. Significant workload
Document review, staff administration and oversight, correspondence, etc.	David Witherell, Diana Evans	Administrative duties require a substantial portion of each day.
Website maintenance, Council minutes	Maria Shawback, other staff	Maintenance of the website requires regular updates and posting of new information.
Phones, wordprocessing, document compilation, copying, filing, office supplies, etc.	Peggy Kircher	Maintenance of the website requires regular updates and posting of new information.
Response to FOIA Requests and Administrative Records for litigation	Maria Shawback, other staff	Some requests for records can require long search and copying times (for which we are not reimbursed), as well as transcriptions of audio files.
Budgets, finance and operations; biennial audit	Nicole Schmidt, David Witherell, Diana Evans	Bills paid, bank statements reconciled, meeting arrangements/contracts, human resources, etc. Significant workload. Biennial audit April/May 2015
Miscellaneous professional obligations (NPRB reviews, scientific and advisory committee participation, professional presentations and publications)	All staff	Staff participates on various Scientific/Advisory Committees, peer reviews NPRB proposals, publishes papers and presents at scientific meetings.
Fishery Evaluations, Reviews and Certifications	All staff	Staff contributes to reviews and status evaluations for MSC certifications, Global Trust Certifications, Fish Watch, CIE Reviews, etc.
Public Outreach	All staff	Staff prepares public outreach brochures, provides talks to students and delegations from other countries, and does rural outreach work as needed.
Legislation tracking and response	David Witherell	Potential for MSA reauthorization in 2018 - considerable workload in responding to various draft legislation.

Note: While not a legal requirement, the **target** date for release of documents in advance of Council meetings is as follows:

Short Discussion Papers: 1 week **Initial Review Analyses:** 2 weeks **Final Action Analyses:** 4 weeks