

Council Staff Workload and Timeline of Council Actions

Updated November 29, 2017

| GROUNDFISH ISSUES | Council Staff | NMFS Input | Discussion Paper | Initial Review | Final Action | Notes |
|---|-------------------------------|--------------------------------|------------------------------------|-----------------------|---------------------|---|
| BSAI Halibut PSC Deck Sorting | Diana Evans | NMFS lead | 2/16, 12/16, 10/17 | Feb-18 | | Analysis update in February 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 | | | Preliminary analysis in April 2018 |
| GOA Trawl B season stranded cod | Sam Cunningham, Jim Armstrong | Input | Dec-17 | | | Discussion paper initiated in December 2016 |
| WGOA C/D season Chinook Salmon PSC | Jim Armstrong, Sam Cunningham | Input | Dec-17 | | | Discussion paper initiated in December 2016 |
| WGOA Pollock Trip Limit | Sam Cunningham, Jim Armstrong | Input | Dec-17 | | | Discussion paper initiated in December 2016 |
| WGOA Halibut PSC Timing | Jim Armstrong, Sam Cunningham | Input | Dec-17 | | | Discussion paper initiated in December 2016 |
| Fixed Gear CV Rockfish Retention | Jon McCracken | major contributor | Dec-17 | | | Discussion paper initiated in October 2016 |
| AFA/Crab Small Sideboards | Jon McCracken | Input | Jun-17 | Dec-17 | Feb-18 | |
| Bering Sea Cod Trawl CV Participation | Jon McCracken | major contributor | Dec-17 | | | Initiated April 2017 |
| Observers disembark location | Diana Evans | major contributor | Feb-16 | | | On hold pending other priorities |
| Observer deployment tender trip definition and transfer | Diana Evans | NMFS lead | 2015-2016, 10/17 | | | On hold pending staff availability |
| Observer Insurance Requirements | Diana Evans | NMFS lead | | | | NOAA Tech memo published November 2017 |
| EM Integration | Diana Evans, Sam Cunningham | NMFS lead | 2015-2016 | Oct-16 | Dec-16 | Implementation January 2018; EM funding transition through October 2018. |
| Halibut DMRs | Jim Armstrong, Mike Fey | AFSC, AKR, IPHC input | 4/16,10/16 | | | New calculation methodology for 2017 and beyond; adopted as part of specifications in December 2016 |
| GOA CV Chinook PSC Limit adjustments | Sam Cunningham | AKRO | | Feb-18 | | |
| GOA Tanner Crab observer/effort data | Jim Armstrong | AFSC, AKR input | Jun-17 | | | Followup discussion paper initiated in June 2017 |
| Salmon Genetics spatial/temporal | Diana Stram | major contributor; AFSC, ADF&G | 4/16, 12/16; 4/18 | | | |
| Bering Sea Snow Crab PSC limits | Diana Stram | AFSC, AKR input | | | | 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 |
| Squid to Ecosystem Component Category | Diana Stram, Jon McCracken | AFSC, AKR input | | Feb-17 | Jun-17 | Proposed rule in preparation |
| Bering Sea YFS TLAS Fishery Limited Entry | Jon McCracken | AKRO | Feb-16 | Feb-17 | Jun-17 | Proposed rule in preparation |

| 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 | Oct-16 | | | Annual report by Crab Plan Team |
| BSAI Crab FMP Update | Diana Stram, Sarah Marrinan | AKR input | | | | 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 | Proposed rule in preparation |
| Halibut Retention in BSAI Sablefish Pots | Sarah Marrinan, Sam Cunningham | major contributor | Oct-17 | Apr-18 | | Discussion paper tasked in June 2017 |
| Charter Halibut permit registration | Sarah Marrinan | major contributor | | Oct-17 | Apr-18 | Discussion papers tasked in April 2016 and Dec 2016 |
| Charter Halibut permit ownership caps | Sarah Marrinan | lead | Dec-17 | | | Discussion paper tasked in December 2016 |
| Charter Halibut permit Latent Capacity | Sarah Marrinan | lead | Dec-17 | | | Discussion paper tasked in December 2016 |
| IFQ Medical Lease Provision | Darrell Brannon, Sam Cunningham | major contributor | Feb-18 | | | |
| IFQ Beneficiary Designation | Darrell Brannon, Sam Cunningham | major contributor | Feb-18 | | | |
| Self-guided halibut rental boats | Steve MacLean | OLE input | Dec-17 | | | Discussion paper tasked in June 2017 |
| Mixing of guided and unguided halibut | Jon McCracken | OLE input | Feb-17 | Oct-17 | Apr-18 | Analysis initiated in February 2017 |

| OTHER MANAGEMENT ISSUES | Council Staff | NMFS RO Staff | Report | Initial Review | Final Action | Notes |
|--|---|------------------------|--------------------|----------------|--------------|--|
| EFH 5-Year Review | Steve MacLean | NMFS HCD, AFSC input | 4/14, 2/15, 10/16 | Dec-16 | Apr-17 | FMP Amendments in progress |
| Arctic Exploratory Fishing | Steve MacLean | | Feb-18 | | | Discussion paper on best practices tasked June 2017 |
| 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 ICA/IPA | Jon McCracken Sarah Marrinan, Diana Stram | tracking | every April | n/a | n/a | Annual Reports from Industry (April) |
| Observer Program | Diana Evans | 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. Update in February based on plan team input |
| 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 | Apr-17 | | | Reviewed annually |
| Social Science Planning Team | Cunningham, Marrinan | AFSC | 6/17, 2/18 | | | Report to Council, Feb 2018 (ED Report?) In-person meeting, May 2018 |
| Salmon FMP Amendment | Armstrong | Lead | 4/17, 10/17, 4/18 | | | |
| Bering Sea Fishery Ecosystem Plan (FEP) | Diana Evans | AFSC | 2014-2015, 4/17 | Apr-18 | | FEP team working on development of preliminary draft. Ecosystem workshop scheduled for February 2018 |

| CURRENT OTHER PROJETS | Council Staff | Notes |
|--|--------------------------------|--|
| Analytical template (EA/RIR/IRFA) | Diana Evans | We are revising a standardized analytical template to improve our analytical content and speed the regional and GC review process. |
| Current Issues Glossy | Diana Evans | We are updating 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 Groundfish 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 v |
| 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