

















**Council Staff Responsibilities and Current Tasking** – Updated 9/27/2018

Directors	Person to talk to about...	Projects	Committees, etc.
David Witherell, Executive Director 	Council administration National issues MSA reauthorization, legislation Council history	Administration Legislation/MSA reauthorization Coordination among Councils	Executive/ Finance Committee Legislative Committee Joint Protocol Committee Halibut Mgmt Committee Council Coordination Committee (CCC) ICC/ Bering Sea Fishery Advisory Board
Diana Evans, Deputy Director 	Agendas, scheduling Staff Tasking Ecosystem issues Council process	Administration Bering Sea Fishery Ecosystem Plan Council workshops	BS FEP Plan Team <i>Council Coordination Committee Habitat Workgroup</i> <i>Alaska Sea Grant Advisory Cttee</i>

Analytical Staff	Person to talk to about...	Projects		Committees etc.
		Current	On Deck	
Jim Armstrong, Fishery Analyst/ Plan Coordinator 	GOA groundfish biology Scallop fishery/stock Research priorities Salmon FMP Groundfish FMP objectives	GOA Gfish Specs/ SAFE, halibut DMRs Salmon FMP amd (team) Small sablefish discussion paper GOA pollock, cod season adjustments analysis	Groundfish objectives annual review Scallop Specs/SAFE Research priorities Stock assessment 101 for web	GOA Groundfish Plan Team Scallop Plan Team Cook Inlet Salmon FMP Committee Halibut DMR Workgroup <i>Technical Subcommittee of Canada-U.S. Groundfish Committee</i>
Sara Cleaver, Fishery Analyst 	BSAI halibut, sablefish fisheries CQE program	BSAI halibut retention in pots IFQ CQE fishup in 3A Bering Sea FEP (team)	GOA amendment summaries	
Sam Cunningham, Economist 	GOA groundfish allocation GOA salmon bycatch BSAI halibut bycatch IFQ/CQE issues Observer/EM issues	Halibut ABM: econ analysis Small sablefish (team) Observer fee: econ analysis GOA pollock, cod season adjustments analysis	IFQ discussion papers?	IFQ Committee Social Science Planning Team (team) Trawl EM Committee (team) FMAC fee subgroup (team) <i>Social Science in Regional Fisheries Management group (team)</i>

Analytical Staff		Person to talk to about...	Projects		Committees etc.
			Current	On Deck	
Mike Fey, Data Analyst, Pacific States Marine Fisheries Commission		Data – insights into data involved in the Council process: its use, interpretation and availability Fleet, community profiles	Data for all projects Maintenance of databases		
Elizabeth Figus, Fishery Analyst		Observers Electronic Monitoring Social science including local and traditional knowledge	Observer fee analysis Trawl EM Cooperative Research Plan Bering Sea FEP (team)	Observer/EM journal articles Observer projects: insurance, disembark, tendering	Fishery Monitoring Advisory Committee FMAC fee subgroup Trawl EM Committee Social Science Planning Team (team)
Steve MacLean, Protected Species Coordinator/ Fishery Analyst		Marine mammals, seabirds Habitat, Arctic Charter halibut measures Halibut subsistence Outreach	Bering Sea Snow crab PSC limits Unguided halibut discussion paper Charter halibut measures	Marine mammal/seabird status reports for SSC	Charter Halibut Mgmt Committee Ecosystem Committee Community Engagement Committee <i>Sea Life Ctr science panel</i> <i>AMSS steering cttee</i>
Sarah Marrinan, Economist		BSAI crab allocation Charter halibut CDQ IFQ, halibut allocations	WGOA pollock vessel limits BSAI halibut retention in pots (team)	CGOA rockfish reauthorization BSAI crab partial deliveries BSAI crab eLogbooks (team) Crab coop reports	Social Science Planning Team (lead) Pacific Northwest Crab Interagency Advisory Committee
Jon McCracken, Economist		BSAI groundfish allocation: A80, AFA, TLAS, MRAs, BS/AI splits GOA rockfish Enforcement Charter halibut	Bering Sea cod trawl CVs, w/Darrell Brannen AI cod adjustment Fixed gear CV rockfish retention	BSAI and GOA Pcod sector allocation reviews Coop reports	Enforcement Committee
Diana Stram, Fishery Analyst/ Plan Coordinator		BSAI groundfish, crab biology BSAI salmon, halibut bycatch NS1 guidelines	Halibut ABM (lead) Salmon genetics workshop BSAI Crab Specs/ SAFE BSAI Gfish Specs/ SAFE	IPA reports	BSAI Groundfish Plan Team BSAI Crab Plan Team <i>NS1 guidelines workgroup</i> <i>NPRB science panel</i> <i>Wakefield 2019 steering committee</i>

Administrative Staff	Person to talk to about...	Projects	Other commitments
Maria Davis (formerly Shawback), Communications/ IT Specialist <i>Lead for administrative team</i> 	Council meeting broadcasting Technical or communications issues Website Graphics or brochures	Design of new electronic agenda and public commenting Website redesign Position Descriptions/Team goals, objectives and metrics Digital archiving	Council Communication Group
Shannon Gleason, Administrative Assistant 	Travel arrangements/reservations Council meeting planning/logistics Council secretary – motions, minutes	Create a historical Council meeting record Develop a welcome packet for new members/staff	
Peggy Kircher, Administrative Specialist 	Document formatting and posting 508 compliance expert Distribution of agenda and newsletter Advisory Panel secretary – motions, minutes Historical documents	Develop universal templates to standardize documents Create 508 compliant documents	
Sarah La Belle, Administrative Assistant 	<i>In training</i>		
Nicole Schmidt, Finance Officer 	Travel claims, reimbursements Council finances	Develop electronic fillable forms Digitize council recordings  Create photo library	Executive/ Finance Committee