

Council Staff Workload and Timeline of Council Actions

Updated 3/26/2016

GROUND FISH ISSUES

	Council Staff	NMFS Input	Discussion Paper	Initial Review	Final Action	Notes
GOA Trawl Bycatch Management	Sam, Darrell, Jim	major contributor; GC input	4/14, 10/14, 10/15, 12/15, 2/16, 6/16			Workplan in December. Draft EIS in Oct or Dec 2016 (T)
Observer Coverage on BSAI Trawl CVs	Sam Cunningham	input	Jun-15	Oct-15	Feb-16	Rule in preparation
Observer Lead Level 2	Matt Robinson, Diana Evans	major contributor	Oct-16			
Observer fee collection methods	Diana Evans	lead				On hold until Council tasks staff
Observer exemption for de minimus IFQ	Diana Evans	lead				On hold until Council tasks staff
Observer requirements for multiple area fishing	Diana Evans	lead				On hold until Council tasks staff
Observers discharge location	Diana Evans, Matt Robinson	major contributor				Discussion paper initiated in February 2016
Observers deployment trip determination and transfer	Diana Evans, Matt Robinson	lead				Discussion paper initiated in February 2016
Observer Insurance Requirements	Diana Evans, Matt Robinson	lead				On hold pending NMFS HQ discussions
BSAI Halibut PSC Deck Sorting	Diana Evans	lead	Feb-16			2016 EFP Application
Biomass based BSAI Halibut PSC Limits	Diana Stram	major contributor; IPHC staff	12/1/2015, 4/16			Review working group report in April
AI Pacific cod allocation	Jon McCracken	major contributor	Feb-14	Feb-15	Oct-15	
AI Offshore sector limited entry and AI Pcod seasonal apportionment	Jon McCracken	major contributor	Apr-16			
AFA Program Review	Jon McCracken	Input from AFSC	Dec-15	Oct-16		
GOA Salmon PSC Apportionment	Sam Cunningham	major contributor	Oct-15	Oct-15	Dec-15	Rule in preparation
Squid to Ecosystem Component Category	Diana Stram	AFSC, ADF&G		Jun-16		
Salmon Genetics spatial/temporal	Diana Stram	AFSC, ADF&G	Apr-16			Report in April
BS Chinook&Chum Salmon Bycatch	Diana Stram	AFSC input	Jun-14	14-Dec	Apr-15	

GROUND FISH ISSUES - continued

	Council Staff	NMFS Staff	Discussion Paper	Initial Review	Final Action	Notes
VMS Requirements	Jon McCracken	tracking	12/12; 12/13; 12/14, 12/15.			being discussed by Enforcement Committee with precepts paper
Bering Sea Snow Crab PSC limits	Diana Stram	AFSC, AKRO input on M&E	Feb-16			Initiated analysis in February 2016
Bristol Bay Red King Crab PSC	Diana Stram	AFSC, AKRO input on M&E				Initiated discussion paper in Feb 2016
GOA tendering	Jon McCracken, Matt Robinson	AKRO	2/1/2014, Feb-15, Feb 2016			Will be reported by NMFS annually in December B2 reports
Halibut DMRs	Jim Armstrong, Mike Fey, Diana Evans	input; IPHC	Apr-16			Working on revising the calculation methodology for 2017 and beyond
Bering Sea YFS TLAS Fishery Limited Entry	Jon McCracken	AKRO	Feb-16	Oct-16		Initiated analysis in February 2016

CRAB ISSUES

	Council Staff	NMFS RO Staff	Discussion Paper	Initial Review	Final Action	Notes
BSAI Crab 10 Year Review	Sarah Marrinan	input from AFSC	Feb-15	Jun-16		Council to discuss issues in February 2015; SSC to review methodology in April
WAI GKC Partial Offloads	Sarah Marrinan	input from AFSC		Jun-15	Oct-15	
BSAI Crab Modeling Workshop	Diana Stram	tracking; AFSC input	Feb-15			Report from working group in February
BSAI crab control rules and uncertainty	Diana Stram	tracking; AFSC input	Oct-15			Annual report by Crab Plan Team
AI RKC stocks in the FMP	Jim Armstrong	tracking; ADF&G input	Feb-16			Analysis initiated in February 2016
IPQ use caps for BS Tanner crab	Jon McCracken	tracking, AKRO lead		Jun-16		Follow-up amendment from emergency rule
BSAI Crab FMP Update	Diana Stram	AFSC input				Housekeeping to bring FMP up to date

HALIBUT/SABLEFISH ISSUES

	Council Staff	NMFS RO Staff	Discussion Paper	Initial Review	Final Action	Notes
Halibut - Recreational Quota Entity common pool	Sarah Marrinan Steve MacLean	major contributor		Apr-16		
Area 4 leasing options for CDQ	Sarah Marrinan	major contributor	Dec-15	Oct-16		
Limit halibut retention in sablefish pots	Sarah Marrinan, Sam Cunningham	major contributor	4/1/2015, December 2015			Rule in Preparation following IPHC agreement
IFQ Program Review (MSA requirement)	Sarah Marrinan	lead	12/1/2015, Feb 2016	Oct-16		Outline in December, Workplan in February. Input from IFQ committee

OTHER MANAGEMENT ISSUES

	Council Staff	NMFS RO Staff	Report	Initial Review	Final Action	Notes
EFH 5-Year Review	Steve MacLean	NMFS HD, AFSC science input	4/1/2014, Feb-15	Apr-16		
Ecosystem Committee EBFM action plan	Steve MacLean	n/a	2/1/2014; 10/14; 10/15			Long term development of EBFM
MPA nomination process	David Witherell	tracking	Dec-09	n/a	n/a	Awaiting NOAA Guidance on "Avoid Harm" before evaluating sites
Annual Co-op reports: AFA, Am 80, CGOA Rockfish, Crab	Jon McCracken Sarah Marrinan	tracking	every April	n/a	n/a	Annual Reports from Industry (April)
Observer Program	Diana Evans, Chris Oliver	lead	every June&Oct	n/a	n/a	Updates as needed; Annual performance (June) and deployment plan (Oct)
EM Initiative	Diana Evans, Sam Cunningham	lead	4/14/2014, Oct-14, Dec-14, Feb-15, 6/15; 10/15, 2/16	Oct-16		Pre-implementation plan in 2016; analysis to integrate EM into observer program in Oct 2016
EFH Consultation Process	Steve MacLean	lead	6/13; 12/13	n/a	n/a	Biannual Reports from NMFS; standardized review procedure
Annual Halibut charter recommendations	Steve MacLean	tracking	every Dec	n/a	n/a	Committee meeting after October Council meeting. Council develops recommendations every December meeting; requires ADF&G staff analysis
National Standard Guidelines	Jim Armstrong	tracking	Apr-15			Closing date for comments was June 30, 2015
Research Priorities	Armstrong, Fey	n/a	2/1/2015, April 2015, June 2015	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
Groundfish Policy Workplan	Jim Armstrong	AKRO	Feb-16			
Bering Sea Fishery Ecosystem Plan (FEP)	Diana Evans, Matt Robinson	AFSC	4/1/2015; 12/15			Ecosystem Committee review

CURRENT OTHER PROJETS

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	David Witherell, other staff	We are updating our Current Issues brochure for publication in 2016
Community Profiles Glossy	Mike Fey	Like the fleet profiles, we are preparing ing a overview of fishing communities affected by federal fishing regulations for publication in 2016
Groundfish Species Profiles	Jim Armstrong, David Witherell	Being distributed. Please contact the Council office if you would like copies.
Protected Species Glossy	Steve MacLean	Similar to the groundfish and fleet profiles, we are preparinging a overview of protected species affected by federal fisheries.
Update Reference Manual, Personnel Rules, other guidance	Chris Oliver, David Witherell	These manuals are being developed and updated
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	Matt Robinson	The FMP summaries prepared for the 2004 Programmatic SEIS will be brought up to date and published on our website.
Groundfish FMP Summaries Glossy	Matt Robinson	Our 2012 summer intern (Ben Williams) revised groundfish FMP summaries to make them more accessible to the general public. Still needs work

ONGOING ADMINISTRATIVE WORK

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)	Chris Oliver, et al.	Significant obligations primarily for CCC related activities
Staffing and minutes preparation, briefing book 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 Implementation, OAC, PNCIAC, SSLMC, ROC, etc.)	All staff	Staff plans and attends meetings of various Council committees, and prepares minutes of these meetings. Significant workload

ONGOING ADMINISTRATIVE WORK - continued

Notes

Document review, staff administration and oversight, correspondence, etc.	Chris Oliver, David Witherell	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	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	Joy Stein, Chris Oliver, David Witherell	Bills paid, bank statements reconciled, meeting arrangements/contracts, human resources, etc. Significant workload. Biennial audit April/May 2015
Miscellaneous professional obligations (NPRB reviews, participation on scientific and advisory committees, 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	Chris Oliver, David Witherell	Potential for MSA reauthorization in 2016 - considerable workload in responding to various draft legislation in 2015 and beyond.

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