

Council Staff Workload and Timeline of Council Actions

Updated 11/25/2015

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			Workplan in December. Draft EIS in Oct or Dec 2016 (T)
Observer Coverage on Small CPs	Diana Evans	lead	Dec-14	Apr-15	Jun-15	Proposed rule in preparation
Observer Coverage on BSAI Trawl CVs	Sam Cunningham	input	Jun-15	Oct-15	Feb-16	
Observer Lead Level 2	Diana Evans	lead				
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 for Tendering	Diana Evans, Jon McCracken, Matt Robinson	major contributor	Feb-16	Apr-16		Review alternatives in February 2016
100% observer coverage for GOA trawl	Sam Cunningham	major contributor	Oct-15			In conjunction with GOA Trawl Bycatch Management paper
BSAI Halibut PSC Deck Sorting	Diana Evans	lead	Feb-16			2016 EFP Application
BSAI Halibut PSC	Diana Evans	IPHC contributor	Jun-14	Feb-15	Jun-15	Proposed rule published
Biomass based BSAI Halibut PSC Limits	Diana Stram	major contributor; IPHC staff	Dec-15			
AI Pacific cod allocation	Jon McCracken	major contributor	Feb-14	Feb-15	Oct-15	Proposed rule in preparation
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			
GOA Salmon PSC Apportionment	Sam Cunningham	major contributor	Oct-15	Oct-15	Dec-15	Followup amendment from emergency rule
Squid to Ecosystem Component Category	Diana Stram	AFSC, ADF&G		Apr-16		
Salmon Genetics spatial/temporal	Diana Stram	AFSC, ADF&G	Apr-16			
BS Chinook&Chum Salmon Bycatch	Diana Stram	AFSC input	Jun-14	14-Dec	Apr-15	Proposed rule in preparation

**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
Crab bycatch limits/closures in BSAI groundfish fisheries	Diana Stram	AFSC, AKRO input on M&E	Feb-16			Analytical template using snow crab.
BSAI Crab PSC to Weight	Diana Stram	input on M&E				Combined with bycatch limits
GOA tendering	Jon McCracken	AKRO	2/1/2014, Feb-15			Will revisit again in February 2016
Halibut DMRs	Jim Armstrong, Mike Fey	input; IPHC	Apr-16			Working on revising the calculation methodology for 2017 and beyond
Bering Sea TLAS Fishery Limited Entry	Jon McCracken	AKRO	Feb-16			

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	Apr-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	Proposed rule in preparation
BSAI Crab Modeling Workshop	Diana Stram	tracking; AFSC input	Feb-15			
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			
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		Dec-15		Committee to assist with issues
Area 4 leasing options for CDQ	Sarah Marrinan	major contributor	Dec-15			
Limit halibut retention in sablefish pots	Sarah Marrinan, Sam Cunningham	major contributor	4/1/2015, December 2015			Discussion paper with information for IPHC meeting
IFQ Program Review (MSA requirement)	Sarah Marrinan	AKRO	Dec-15			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	Apr-15	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	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	Dec-15	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
ESA Policy Directive	Steve MacLean	AKRO		n/a	n/a	Exploring possible MOU with NMFS AKRO, similar to other councils to address process issues
Groundfish Policy Workplan	Jim Armstrong	AKRO	Feb-16			
Bering Sea Fishery Ecosystem Plan (FEP)	Diana Evans, Matt Robinson	AFSC	4/1/2015; 12/15			

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 early 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 early 2015
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