

Council Staff Workload and Timeline of Council Actions

Updated 12/3/2014

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	Oct-15		Preliminary Review in April
Observer Coverage on Small CPs	Diana Evans	lead	Dec-14	Apr-15		
Observer Coverage on BSAI Trawl CVs	Diana Evans	lead		Feb-15		
Observer Lead Level 2	Diana Evans	lead	Feb-15			
Observer fee collection methods	Diana Evans	lead				On hold until Council tasks staff
Observer exemption for deminimus 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	major contributor	12/13/2013 June 2014			To be addressed in GOA trawl bycatch management, and 2014 annual observer report (in June 2015)
BSAI Halibut PSC Deck Sorting	Diana Evans	lead	Feb-15			EFP Application
BSAI Halibut PSC	Diana Evans	major contributor	Jun-14	Feb-15		Major analytical task.
AI Pacific cod allocation	Jon McCracken	major contributor	Feb-14	Feb-15		
Greenland Turbot Allocation	Jon McCracken	major contributor	Jun-12	Apr-15		
CDQ Pacific cod directed fishery	Sarah Marrinan	major contributor	Feb-14	Jun-14	Feb-15	Discuss new possible alternative in December
Round Island Transit Zones	Steve MacLean	M&E input, USFW input	Dec-12	Dec-13	Apr-14	Proposed rule published
Groundfish ACL uncertainty	Diana Stram	AFSC lead				Ongoing work by plan teams; workgroup to involve SSC members
MRA Enforcement Period	Jon McCracken	major contributor	Oct-14			
GOA Skate MRA	Steve MacLean	major contributor		Oct-14	Dec-14	
BS Chinook&Chum Salmon Bycatch	Diana Stram	AFSC input	Jun-14	14-Dec		Major analytical task. Changes to Chinook regulatory and IPA provisions plus management of chum salmon under IPAs

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			
LLP housekeeping	Sarah Marrinan		Dec-14		Dec-14	Groundfish and Crab FMP text correction to reflect regulations on exemption of small vessels ≤ 32 and ≤ 26
Crab bycatch limits/closures in BSAI groundfish fisheries	Diana Stram	AFSC, AKRO input on M&E				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 2015
Pribilof Canyon Corals	Steve MacLean	AFSC, AKRO	Apr-14			Council to receive comments on a range of alternatives in December 2014

CRAB ISSUES

	Council Staff	NMFS RO Staff	Discussion Paper	Initial Review	Final Action	Notes
BSAI Crab 10 Year Review	Sarah Marrinan	input from AFSC				Council to discuss issues in February 2015
BSAI Crab Modeling Workshop	Diana Stram	tracking; AFSC input	Jan-15			
BSAI crab control rules and uncertainty	Diana Stram	tracking; AFSC input	Oct-14			Annual report by Crab Plan Team
Crab ROFR Contract Terms	Sarah Marrinan	lead		Jun-14	Oct-14	
Norton Sound RKC OFL/ABC	Diana Stram	AFSC input	Feb-15			New schedule for Norton Sound specs.

HALIBUT/SABLEFISH ISSUES

	Council Staff	NMFS RO Staff	Discussion Paper	Initial Review	Final Action	Notes
Halibut - federal definition of fishing guide		major contributor on M&E	Feb-13	Jun-13	Feb-14	Proposed Rule published
Halibut - Recreational Quota Entity common pool	Sarah Marrinan	major contributor	Oct-14	Jun-15		Committee to assist with issues
Allow Sablefish pots in the GOA	Sam Cunningham	on M&E	6/13;2/14; December 2013	Dec-14		
Allow halibut retention in sablefish pots in area 4A	Sarah Marrinan	on M&E		Feb-15		Possible discussion paper prior to Initial Review
IFQ Program Review (MSA requirement)		lead				5-year reviews required for existing programs
Increase limits on vessel caps	Sarah Marrinan	input from RAM	Dec-14			

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	Apr-14			Scheduled for 2015
Ecosystem Committee EBFM action plan	Steve MacLean	n/a	2/1/2014; Oct 2014			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-14	n/a	n/a	Annual Reports from Industry (April)
Observer Program	Diana Evans, Chris Oliver	lead	2/1/2014, June-14	n/a	n/a	Updates as needed; Annual performance and deployment plan - Considerable Council staff involvement through 2014; 1.25% observer fee reevaluation in 2015
EM Initiative	Diana Evans, Sam Cunningham	lead	4/14/2014, Oct- 14, Dec-14			Workgroup report
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-14	n/a	n/a	Committee meeting after October Council meeting. Council develops recommendations every December meeting; requires ADF&G staff analysis
Research Priorities	Stram, Evans, Fey, Armstrong	n/a	Feb-15	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
Bering Sea Fishery Ecosystem Plan (FEP)	Diana Evans	AFSC	Oct-14			

CURRENT OTHER PROJETS

Analytical template (EA/RIR/IRFA)	Diana Evans	We are developing 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 2015
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	We are updating the species profiles for publication in early 2015
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.
Groundfish FMP Summaries Glossy		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	Bendixen, Shawback, Kircher, Oliver, Witherell, 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	Gail Bendixen, 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 2015 - considerable workload in responding to various draft legislation in 2014 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