

NPFMC Partial Coverage Fishery Monitoring Advisory Committee (PCFMAC)
DRAFT TERMS OF REFERENCE¹
May 2025

1. Establishment and Statement of Purpose

The North Pacific Fishery Management Council (Council) may establish and maintain a Partial Coverage Fishery Monitoring Advisory Committee (PCFMAC) to advise it on matters related to monitoring in Council-managed groundfish and halibut fisheries that are subject to federal partial coverage monitoring requirements. The purpose of the PCFMAC is to provide the Council with recommendations specific to partial coverage, including monitoring fees, annual deployment of electronic monitoring and observers, program design changes, and other issues directly related to monitoring in partial coverage fisheries as identified by the Council.

2. Membership

Committee members will be appointed by the Council Chair from members of the public engaged in federal fisheries under the authority of the NPFMC with partial coverage requirements. The Committee will strive to have members who represent the diverse participants and regions of partial coverage fisheries, including from the fishing and processing sectors, observer and electronic monitoring providers, and at least one observer. When necessary, the Council Chair will announce a call for nominations that identifies the requirements of the committee vacancy, or the Council Chair may directly appoint members based on his/her determination of committee membership. Upon a call for nominations, interested members of the public should submit a letter of interest to the Council Chair and Executive Director. If a member changes their employment or professional affiliations with respect to their committee membership, they should discuss with the committee chair whether to continue or resign. Alternates are not allowed for committee members.

3. Operations

- **Chair:** The committee chair will be a sitting member(s) of the Council.
- **Rules of order:** In general, rules of order will be informal. Committee reports will reflect the recommendations of the committee, which will be reached by consensus whenever possible. Reports from committee meetings are intended to reflect the diversity of perspectives on issues.
- **Agenda:** A draft agenda will be prepared in advance of each meeting by the Council staff in consultation with the committee chair.
- **Meeting format:** Meetings will be facilitated in a hybrid or online format to allow for remote participation when possible. Compensation and travel expenses for non-Council participants on the committee will not be provided by the Council.
- **Meeting record and distribution:** A report of each committee meeting will be prepared by Council staff and reviewed by the committee chair. The committee chair will maintain final approval of the committee report. The PCFMAC reports directly to the Council on partial coverage issues through the meeting report, however, the PCFMAC may also report to the FMAC on program-level issues as needed.

4. Roles and responsibilities of members

- Committee members are highly encouraged to attend all committee meetings.
- Repeated absences from committee meetings are cause for dismissal and replacement.

¹ Additional information on requirements and discretionary elements of all NPFMC committees is included in the [April 2024 Guidance on Council Committees](#).

- Committee members are expected to read and review meeting materials to the extent possible prior to the committee meeting to engage in discussion and participate in making recommendations to the Council.
- Prior to meetings, Committee members are encouraged to solicit feedback from other stakeholders in their sector or region on the implications of changes to monitoring programs and data collection procedures and seek feedback on other topics as necessary. Committee members are also expected to communicate observer program issues and/or monitoring changes to their associated fleets, plants, and communities.

5. Public comment

Written public comment can be submitted to the meeting agenda or to Council staff any time prior to the meeting. Opportunity for oral public comment during the meeting will be provided as time allows. The committee chair will oversee and maintain control over oral public comment opportunities.