

Atlantic States Marine Fisheries Commission

Executive Committee

*May 10, 2017
8:00 – 9:30 a.m.
Alexandria, Virginia*

Draft Agenda

**The order in which these items will be taken is subject to change;
other items may be added as necessary.**

A portion of this meeting may be a closed session for Committee members and Commissioners only

1. Welcome/Call to Order (*D. Grout*)
2. Committee Consent
 - Approval of Agenda
 - Approval of Meeting Summary from February 2017
3. Public Comment
4. Report of the Administrative Oversight Committee
 - Presentation of FY18 Proposed Budget
5. Discussion on Advisory Panel Members Serving as Board Proxies
6. Consider the Necessity for Technical Committee Meeting Weeks (*R. Beal*)
7. Future Annual Meetings Update (*L. Leach*)
8. Executive Director's Annual Performance Review (*R. Beal*) **Closed Session**
9. Other Business/Adjourn

Please Note: Breakfast will be served at 7:45 a.m.

The meeting will be held at the Westin Alexandria; 400 Courthouse Square; Alexandria, VA; 703.253.8600

Vision: Sustainably Managing Atlantic Coastal Fisheries

**MEETING SUMMARY OF THE
ATLANTIC STATES MARINE FISHERIES COMMISSION
EXECUTIVE COMMITTEE**

**Westin Alexandria
Alexandria, VA
February 1, 2017**

INDEX OF MOTIONS

1. **Approval of Agenda by Consent. (Page 2)**
2. **Approval of Meeting Summary from October 25, 2016 by Consent. (Page 2)**
3. **Motion to approve the FY16 Audit as presented. Mr. Abbott/Mr. Gilmore The motion passed unanimously. (Page 2)**
4. **Motion to roll these funds forward until future year NOAA budget is more clear. Mr. Boyles/Mr. Blazer. The motion passed unanimously. (Page 2)**
5. **Motion to approve the Standard Meeting Practices document. Mr. Keliher/Mr. Abbott The motion passed unanimously. (Page 2)**
6. **Motion to approve the Guidelines for State-Housed Employees as presented. Mr. Boyles/Mr. McNamee. The motion passed unanimously. (Page 3)**
7. **Adjournment by Consent (Page 3)**

ATTENDANCE

Committee Members

Pat Keliher, ME	Andy Shiels, PA
Doug Grout, NH	John Clark, DE
Dennis Abbott, NH (LA Chair)	David Blazer, MD
David Pierce, MA	Rob O'Reilly, VA (proxy for John Bull)
Mark Alexander, CT (proxy for Craig Miner)	Michelle Duval, NC (proxy for Braxton Davis)
Jason McNamee, RI	Robert Boyles, SC
Jim Gilmore, NY	Pat Geer, GA (proxy for Spud Woodward)
Emerson Hasbrouck, NY (GA Vice Chair)	Jim Estes, FL
Russ Allen, NJ	

(GA = Governor Appointee; LA = Legislative Appointee)

Other Commissioners

David Borden, RI (GA)
Ed O'Brien, MD (LA proxy)
Ritchie White, NH (GA)

Staff

Bob Beal	Laura Leach
Mike Cahall	
Geoff White	

Others

John Bullard, NMFS-GARFO	Cheri Patterson, NHF&G
Wilson Laney, USFWS	
Derek Orner, NMFS	
Dan McKiernan, MA DMF	

CALL TO ORDER

The Executive Committee of the Atlantic States Marine Fisheries Commission convened in the Banneker Room of the Westin Alexandria in Alexandria, Virginia February 1, 2017. The meeting was called to order at 8:00 a.m. by Chair Doug Grout.

APPROVAL OF AGENDA

The agenda was approved with the addition of: 1) Review of the Guidelines for State-housed employees; 2) AP/Board Membership and 3) Update on the changes at NOAA by John Bullard.

APPROVAL OF PROCEEDINGS

The summary minutes from the October 25, 2016 meeting were approved as presented.

PUBLIC COMMENT

There was no public comment.

FY16 AUDIT

Staff presented the FY16 Audit and noted that the Commission was in sound financial position. While staff does not agree with the findings of the auditor, staff recommended approval of the audit. Mr. Abbott moved to approve the audit as presented. Mr. Gilmore seconded this motion and it passed unanimously.

Staff noted that the Commission was decreasing its indirect rate therefore there will be more funds in the direct category in the ACFCMA, ACCSP and IJF grants to spend. With a new Administration and uncertainty as to the NOAA budget, the Executive Committee decided to leave these funds in reserve. Mr. Boyles moved to “roll these funds forward until future year NOAA

budget is more clear.” Mr. Blazer seconded and the motion passed unanimously.

STANDARD MEETING PRACTICES DOCUMENT

Staff presented the revised standard meeting practices document and there was discussion on several issues.

Executive Director Beal explained that the document was separate into two sections; the first section is mandatory and the second section is discretionary, but recommended. This document will be added to the Commissioner Manual, and added to the website with other standard meeting materials.

Mr. Keliher moved to approve the Standard Meeting Practices document. Mr. Abbott seconded this motion and it passed unanimously.

ACCSP UPDATE

Staff presented an update on ACCSP data collection and warehousing activities, as well as the integration of ACCSP fully into the Commission and noted the transition is going very well. Staff also noted that the launch and subsequent first year of APAIS could not have gone any better.

USE OF MANAGEMENT BOARDS & SECTIONS

Executive Director Beal explained the history of Sections versus Management Boards, noting that Sections were established as a result of Amendment One to the Compact, which was approved in 1950. The Management Boards were established as a result of the State Federal Program established in 1980, and subsequently have

been used to implement the provisions of ACFCMA. The major difference between Sections and Boards is the membership of the Sections is limited to Commissioners and the Commission has regulatory authority; the Boards include the federal government, DC & PRFC and do not have regulatory authority. A robust discussion ensued with the decision to continue using Boards and Sections as they currently are, since the current approach is meeting the needs of the member states.

STATE-HOUSED EMPLOYEES

Given the increased number of ASMFC employees being housed in the states, staff presented guidelines that capture the processes being followed when dealing with State-housed employees. One question to follow up on regarding auto insurance when staff are using their personal vehicle. Mr. Boyles moved to approve the Guidelines for State-Housed Employees as presented. Mr. McNamee seconded and the motion passed unanimously.

BOARD PROXY/AP MEMBER SITUATION

Mr. Hasbrouck voiced concern about AP members who serve as a Board proxy and present information as though acting on behalf of the AP when it might not be the case, and they are offering their personal opinion. There was lengthy discussion on

this issue at the end of the meeting's allotted time, so staff was directed to summarize the

comments and the previous guidelines dealing with this issue and put it on the agenda for the May meeting.

NOAA LEADERSHIP UPDATE

Mr. Bullard provided an update on the transition in NOAA leadership due to the change in Administration. His bottom line message was that NOAA has a lot of support on the Hill, and the NOAA staff is continuing to focus on doing their jobs. He summarized who is in acting positions until final appointments are made.

ADJOURN

CHAIR DOUG GROUT adjourned the Executive Committee meeting at 9:50 a.m.