

Overview of CCC Committees

February 2018

1 CCC Terms of Reference for Subcommittees and Workgroups

The May 2017 version of the CCC's Terms of Reference includes the following language relevant to CCC subcommittees and workgroups:

3. Organization [...]

- (b) **Meetings.** [...] *The CCC chair will coordinate approval for in-person meetings of CCC work groups, subcommittees, or other informal staff collaborative efforts, and will notify other Councils of conference calls planned by these groups.*
- (h) **Subcommittees/Work Groups:** *Work groups or subcommittees may be established to address particular issues, and include members from the CCC, other Council members, Council staff, members of Council-established advisory bodies and NMFS staff with expertise as necessary. CCC Working Group and Subcommittee recommendations or reports shall be reviewed and approved by the CCC before being authorized as a CCC perspective. The Legislative Work Group, Council Communications Group, Scientific Coordination Subcommittee, and Habitat Work Group are standing CCC bodies. These groups will report at least annually to the CCC, and the CCC will provide guidance for future subcommittee/work group activities when receiving the reports.*
- (i) **Scientific Coordination Subcommittee (SCS).** *The SCS will consist of the Chairs from each of the Regional Council Scientific and Statistical Committees (SSCs), or their respective proxies. The function of the SCS is to plan and conduct meetings or workshops to discuss scientific issues of national importance based on terms of reference or topics provided by the CCC. The SCS will be chaired by the SSC Chair (or designee) on an ad hoc, rotational basis, as determined by the CCC. Approval for national meetings or workshops of the SSCs will occur at CCC meetings (see 3(b) above).*

2 Subcommittee/ Workgroup Activity

The CCC Terms of Reference identifies four standing CCC bodies. At this time, there are no other active CCC subcommittees or work groups. The following provides a short description of each group and its purpose, and their recent activity. The Terms of Reference identify that these bodies will report at least annually to the CCC, when the CCC will provide guidance for future activities.

Legislative Work Group. Since 2012, the councils through a legislative committee, have worked on developing draft consensus positions on many of the issues being considered as part of MSA reauthorization. The CCC established a Legislative Workgroup at the May 2016 meeting with the dual purpose of preparing draft reauthorization comments for CCC review/approval and updating the working paper in preparation for review and approval by the CCC at the May 2017 meeting. The working paper was finalized, approved, and sent to Secretary Ross on November 15, 2017. Gregg Waugh has agreed to lead the Legislative Workgroup through 2018.

Council Communications Group. The CCG was established in 2012, and, while the intent was to have annual meetings, the CCG held its first in-person meeting February 2016. At that meeting, communication leads from all eight councils attended (one via teleconference due to illness). Technology

and communications best practices, along with lessons learned, were compiled into working documents for the Councils. Topics discussed range from public outreach and comment strategies using social media and video protocols, to Council member training and information on sustainable fisheries and seafood. Recommendations are presented for managingfisheries.org and fisherycouncils.org, along with a solid strategy to promote council communications and partnerships regionally and nationally.

The group meets as necessary via teleconference when input is needed on a larger-scale project, such as the one-page Council overview flyer which was produced in September 2017. The CCG intends to hold an in-person two-day meeting spanning a variety of communication and technology topics during the May 2018 CCC meeting. In addition to outlining communication and technology best practices and providing recommendations to the CCC, the CCG plans to identify communication projects that will benefit the regional councils. A draft agenda is attached.

Habitat Work Group. The Habitat Work Group was formally established by the CCC at the May 2014 meeting and held its first meeting in September of that year. Its membership comprises habitat experts from most Council offices, from within the habitat divisions at regional offices, and from the habitat office at NMFS headquarters. At the inaugural meeting, Work Group members decided that the Chair of the group would be a Council staffer, and the responsibility would follow the same schedule as the CCC chair rotation. Approximately 25 people are on the email list for the Work Group, for which staff support is provided by Heather Coleman in the NMFS habitat office.

The Work Group has met by teleconference 3-4 times a year since then. For the first two years, the focus was on preparing for the successful EFH summit that occurred in May 2016. Since that time, the Work Group has held a series of habitat science roundtable discussions by teleconference. At the most recent meeting (January 2018), the Work Group discussed identifying a specific focus area for 2018 and beyond. The group intends to put together a proposal to present to the CCC during its annual report in May 2018.

Scientific Coordination Subcommittee. The Scientific Coordination Subcommittee was formally established by the CCC in 2012. This group meets by teleconference as needed to discuss topics for national workshops and provide guidance on workshop agendas.

The most recent workshop was held in January 2018, focusing on Management Strategy Evaluations. The workshop was chaired and hosted by Pacific Council, with coordination provided by Will Satterthwaite (PFMC SSC) and PFMC staff John DeVore. A full report of the workshop will be provided in May 2018.

3 Membership list

Legislative Work Group:

Gregg Waugh (SAFMC), Chair

Michelle Duval (SAFMC) – through March.

Terry Stockwell (NEFMC)

Kitty Simonds/John Gurley (WPFMC)

Dan Hull/David Witherell (NPFMC) – Dan terms out Aug 10.

Doug Gregory/Carrie Simmons (GMFMC) – Doug retires in June 2018.

David Crabbe (PFMC)

Carlos Farchette (CFMC)

Mary Clark Sabo (MAFMC)

David Whaley (Ex Officio Member)

Council Communications Group

Maria Shawback (NPFMC)
Kim Iverson (SAFMC)
Janice Plante (NEFMC)
Mary Clark Sabo (MSAFMC)
Emily Muehlstein (GMFMC)
Diana Martino/Alida Ortiz (CFMC)
Sylvia Spalding (WPFMC)
Jennifer Gilden/Sandra Krause (PFMC)

Habitat Work Group

Diana Evans (NPFMC), 2018 Chair
Steve MacLean (NPFMC)
Michelle Bachman (NEFMC)
Jessica Coakley (MAFMC)
Roger Pugliese/Chip Collier (SAFMC)
Kerry Griffin (PFMC)
Claire Roberts/John Froeschke/Morgan Kilgour (GMFMC)
Graciela Garcia-Moliner (CFMC)
Becky Walker (WPFMC)
NMFS participants: Peg Brady, Heather Coleman, David Dale, Matt Eagleton, Karen Greene, Kirsten Larsen, Ian Lundgren, Tony Marshak, John Olson, Tauna Rankin, Bob Schroeder, John Stadler, Janelle Mueller.

Scientific Coordination Committee

Anne Hollowed/Gordon Kruse (NPFMC)
William Satterthwaite (PFMC)
John Boreman (MAFMC)
Marcel Reichert (SAFMC)
Luiz Barbieri (GMFMC)
Richard Apeldoorn (CFMC)
Jason McNamee (NEFMC)
Jim Lynch (WPFMC)
Rick Methot (Ex Officio Member)



Council Communications Group

Harrigan Centennial Hall, 330 Harbor Drive, Sitka, AK 99835

May 22-23, 2018

AGENDA

The purpose of the meeting is to allow the participants to share best practices, increase technical abilities, collaborate on ideas on improving FMC communications regionally and nationally and provide valuable feedback on what works and what doesn't, and provide a direction for communication in the future.

Meeting to be split in two days, with reference materials to be drafted/compiled beforehand and posted through an electronic agenda.

Part 1

Communication Tools and Procedures

1. **Communication and technology tools and procedures– by Council: Maria NPFMC**
 - a. Updated overview template of current practices by Council
 - b. Roundtable discussion of software/IT tools
 - Email platforms: constant contact, iContact, MailChimp, other mailing lists.
 - Databases used for emailing, commenting
 - Wifi/network hardware at Council meetings: provided by hotel/staff and used by staff/public
 - Applications developed specifically for the councils
 - Possible effects of FOIA on current communications
 - c. Roundtable discussion of procedures and practices related to communication efforts
 - Website administration: authorization for posting
 - Cell phone/iPad usage: who pays for what. Cell phone policies in place? Messaging?
 - Reaching those that aren't available electronically. Policies?
 - d. Proposed MSA Legislation effects on Council Communications

2. **Promoting the regional Council system: ALL**

Brainstorm ways to improve and use the fisherycouncils.org website. Who is the audience? What mediums/events/people are available to us? Can we unify a public-facing effort across Councils? Do we need to? Discuss fisherycouncils.org (Mary MAFMC) and managingfisheries.org (Jennifer PFMC) with regard to responsibilities, workflow, and how the site is used. Expectations for future use and integration with NOAA fisheries' site on regional councils. Demo of how to edit Squarespace sites. Update all-council flyer.

3. **Communicating effectively using social media: Emily GMFMC**
 - Overview of platforms used and strengths of each
 - Metrics to support use
 - Apps (Fish Rules)
 - Staff effort vs. desired outcome



Part 2

Talking, Telling, and Translating

4. **Public comment/input outside of Council meetings/public hearings: Maria NPFMC**
How to efficiently solicit input and present it for an informed body. Roundtable discussion including:
 - Policies for written comments pre-meeting and comments during meetings
 - Listening sessions, scoping meetings, vision meetings, informal port meetings: what works
 - Soliciting for comment: effective practices. Bulletin boards, notices
5. **Working Effectively with the news/media: Janice NEFMC**
Roundtable discussion regarding experiences and best practices for:
 - Developing relationships with reporters
 - Working collaboratively with regional and state agencies
 - Efficiently providing information to media: images, video, supplemental material to be used
 - Media training for staff/Council
6. **Regional and national communications coordination between Councils and NOAA: Maria NPFMC**
Roundtable discussion surrounding collaborative efforts and relationships between agencies: Sharing resources, (software, online journal subscriptions, listservs, etc.) collaboration on documents, and press releases. Fishwatch.
7. **Council and advisory body meeting communication protocols: Sylvia WPFMC**
How do Councils communicate with advisory bodies? Roundtable discussion to include what works and what has been problematic regarding:
 - Q&A sessions, public hearings, committee and AP/SSC reports
 - How is information conveyed to Council
 - Minority reporting
 - Protocol for AP and Council meetings via webinar.

Part 3

Teaching and Learning

8. **Education programs and training: Kim SAFMC, Sylvia WPFMC**
 - MREP
 - Internal training and/or orientation for Council members, AP, SSC
 - Educational initiatives from Councils and NOAA
 - Collaborative educational approaches and programs, i.e. Seagrant
9. **Publications and outreach: Sylvia WPFMC**
Discussion regarding working with vendors. Developing printed materials, outreach kiosks, displays, event giveaway items and trade show booths.
10. **Wrap up: path forward**