

## Draft Appendix 1. Terms of Reference for the Groundfish Plan Teams-Social Science Planning Team

Plan Teams for the Groundfish Fisheries  
of the Bering Sea/Aleutian Islands and Gulf of Alaska

### **TERMS OF REFERENCE**

(November-20182003)

- 1. Establishment and Mission.** The North Pacific Fishery Management Council (Council) shall establish a Social Science Planning Team according to the following mission statement:

*The Social Science Planning Team (SSPT) is established to improve the quality and application of social science data that informs management decision-making and program evaluation. The SSPT is constituted of representatives who will strategize medium- and long-term improvements in data collection and analytical methodology, allowing the NPFMC to better meet its own program objectives as well as LAPP review requirements defined in the Magnuson-Stevens Act and recommended in NMFS guidelines. The SSPT will identify data needs, make recommendations regarding research priorities, and advise analysts in efforts to improve analytical frameworks when possible. The SSPT will support the collection and aggregation of social science data in a manner that cuts across Fishery Management Plans and specific management programs within the North Pacific region.*

- ~~1. Plan Teams for the groundfish fisheries of the Bering Sea/Aleutian Islands (BS/AI) and Gulf of Alaska (GOA). The Plan Teams will provide the Council with advice in the areas of regulatory management, natural and social science, mathematics, and statistics as they relate to the groundfish fisheries of the BS/AI and GOA.~~

~~1.~~  
~~2.~~

- ~~3.2~~ **Membership.** ~~SSPT Plan Team~~ members will be appointed from public organizations ~~government agencies~~ and academic institutions having expertise in the social science fields ~~include anthropology, sociology, economics, and human geography, relating to the groundfish fisheries of the BS/AI and GOA.~~ Normally, ~~each the Plan Team-SSPT~~ will include at least one member from the Council staff, ~~the regional office of the~~ National Marine Fisheries Service (NMFS) Alaska ~~R~~egional ~~e~~Office (NMFS AKRO), NMFS' Alaska Fishery Science Center (AFSC), the Council's Scientific and Statistical Committee (SSC), Alaska Fisheries Information Network (AKFIN), and the Alaska Department of Fish & Game (ADF&G). ~~Alaska Department of Fish & Game, the Washington Department of Fisheries, the International Pacific Halibut Commission, the University of Alaska, the University of Washington, and other institutions and universities.~~ ~~The group~~Council may also consider members from Alaska Fisheries Information Network (AKFIN), North Pacific Research Board (NPRB), tribal representatives, and other universities and institutions as appropriate. With the consent of the sponsoring agency or institution, nominations may be made by the Council, the Scientific and Statistical Committee (SSC), the Advisory Panel (AP), ~~or the Plan Teams themselves~~ the SSPT, or the public. All nominations will be subject to approval by the SSC, with the Council retaining final appointment authority. Appointments should reflect the ~~Plan Teams'~~SSPT's responsibility to provide advice and expertise from a range of social sciences and study areas. ~~to provide advice in the areas of regulatory management, natural and social science, mathematics, and statistics.~~

- ~~4.~~ **Organization.** ~~Each Plan Team~~The SSPT will be directed by a chairperson or co-chairs, ~~nominated from among its seated members.~~ ~~and may divide some of its responsibilities among~~

work groups organized according to subject matter. A designated Council staff member would provide coordination support to the chair. A work group may include members from more than one Plan Team. Each work group will be directed by a work group leader. That individual would be the primary point of contact for scheduling and reporting, and would make presentations to the Council and the SSC if the chairperson is not available.

a) **Rules of order.** In general, rules of order will be informal. Plan Team SSPT decisions will be reached by consensus, whenever possible. If a decision is required and consensus cannot be reached, the opinion of the majority will prevail. Minority views on recommendations or statements made the SSPT members will be reflected in the publicly available meeting minutes. In representing either the Plan Team SSPT publicly, the spokesperson will take care to relate Plan Team SSPT opinions accurately, noting points of concern where consensus cannot be reached.

b) **Meetings.** SSPT will hold one annual in-person meeting. The SSPT also intends to have one interim teleconference to discuss meeting logistics and agenda. In-person meetings will normally be held in Anchorage, Juneau, and Seattle. The location will be determined on the basis of cost, members' ability to travel, and opportunities to collocate with other fishery meetings in order to maximize efficiency and participation. Plan Team meetings will be held prior to Council's September and December meetings. The Plan Team chairpersons may call other meetings as necessary. The two Plan Teams may meet either separately or jointly. A draft agenda will be prepared in advance of each meeting by the Council staff in consultation with the respective chairperson or chairpersons, and may be revised by the Plan Team(s) during the meeting. Each agenda will include an opportunity for comments from the general public. Minutes of each meeting will be prepared by the Council staff, distributed to Plan Team members, and revised as necessary at or before the subsequent Plan Team meeting.

a. **Agenda.** A draft agenda will be prepared in advance of each meeting by the chairperson with consultation by SSPT members, and subject to final approval by Council chair. Agenda topics may be formally generated by Council members or informally generated through suggestions from SSPT members, the SSC, the Advisory Panel (AP), other Council Committees and Plan teams, or public testimony. Each year, the SSPT intends to have an interim teleconference discussing the agenda and logistics for the annual in-person meeting. At that point, members could weigh in on agenda topics. SSPT chair and staff coordinator (with the approval of the Council Chair) will set the agenda based on interest expressed, available expertise, and available meeting time. Recommended agenda items will also be considered with regards to the SSPT's core purpose.

b)c) **Public participation.** SSPT meetings will be open to the public and will be noticed in the Federal Register. Written comment submitted to the SSPT will be accepted and distributed by staff to SSPT members. As per the Council's written comment policy, any such written comment will also be provided to the Council as an appendix to the SSPT's report. Oral testimony during meeting will be accepted at the discretion of the chair.

d) **Selection of officers.** Officers (Plan Team chairpersons and work group leaders) SSPT chairperson will be selected at the meeting preceding the September Council SSPT meeting or as vacancies arise. The Plan Team SSPT chairpersons will be selected for two-year terms. Work group leaders will be selected for one year terms. There will be no limit on the number of consecutive terms that officers may serve.

**Commented [SK1]:** I know we want to focus on medium and long-term issues, but should we include some rationale about upcoming issues or prioritization of agenda topics based on Council needs or priorities (specifically expressed to us)? Or is that covered in the "interest expressed" category?

**Commented [SM2]:** Note: this public comment policy comes from "Guidance for Council Committees" document.

**Commented [SM3]:** I don't believe we've ever specified a term limit for the chair. Do we want to? Here's what the Groundfish PTs have in their TOR- HOWEVER, when I asked Jim Armstrong about it he said that in practice it only comes up when they "need" to replace someone (someone retires, steps down, etc)

~~e) **Meeting report.** A report of each meeting will be prepared by the Council staff or designee into a draft, distributed to SSPT members, and revised as necessary before finalized. This report will be made publicly available and will be presented at a subsequent Council meeting, providing additional opportunity for public input.~~

~~4.2 **Functions.** The SSPT's function is to facilitate and enhance the use of social science data in the management process. The SSPT will strategize medium- and long-term improvements in data collection and analytical methodology, allowing the Council to better meet its own program objectives as well as Limited Access Privilege Program (LAPP) review requirements defined in the Magnuson-Stevens Act and recommended in NMFS guidelines. For instance, the SSPT will: Plan Teams' primary function is to provide the Council with the best available scientific information, including scientifically-based recommendations regarding appropriate measures for the conservation and management of the BS/AI and GOA groundfish fisheries.~~

**Commented [SM4]:** Should we include these topics from the proposal in the TOR or is this too prescriptive?

~~d) **SAFE report.** The Plan Teams compile SAFE reports for the BS/AI and GOA groundfish fisheries on an annual basis. The SAFE reports provide the Council with a summary of the most recent biological condition of the groundfish stocks and the social and economic condition of the fishing and processing industries. The SAFE reports summarize the best available scientific information concerning the past, present, and possible future condition of the groundfish stocks and fisheries, along with ecosystem considerations/concerns. This includes recommendation of acceptable biological catch and, where appropriate, total allowable catch levels. All recommendations must be designed to prevent overfishing while achieving optimum yield (National Standard 1). All recommendations must also be scientifically-based (National Standard 2), drawing upon the Plan Teams' expertise in the areas of regulatory management, natural and social science, mathematics, and statistics. Finally, uncertainty must be taken in account wherever possible (National Standard 6).~~

~~e) **Plan amendments.** The Plan Teams may also play a role in the development and evaluation of amendments to the BS/AI and GOA groundfish fishery management plans.~~

~~i. The Plan Teams may evaluate amendment proposals and forward their recommendations to the Plan Amendment Advisory Group, on which the Plan Team chairpersons serve.~~

~~ii. In addition, the Plan Teams may develop their own amendment proposals.~~

~~iii. Once an amendment proposal has been accepted for consideration by the Council, an analytical team may be assembled by the responsible agencies. Every analytical team should include at least one member from one or both Plan Teams, drawn from the appropriate working group(s), whenever possible.~~

~~iv-i. Once an amendment analysis has been completed, it may be reviewed by the Plan Teams. The Plan Teams' comments, if any, are then forwarded to the SSC, AP, and Council.~~

- Identify deficiencies in collected social science data; recommend priority of need to address gaps
- Review existing data sets in regard to their quality and utilization (or underutilization) in analyses
- Recommend revisions to data collections where possible, recognizing that the Council does not directly administer all relevant social science data collection efforts
- Establish analytical “best practices”
- Support staff with advice and feedback on analytical strategy and methodology during the planning stages of complex projects and LAPP reviews, as requested by staff and when befitting the project development timeline
- Maintain an understanding of current and ongoing social science research in areas relevant to North Pacific fisheries management; serve as a network that makes newly developed resources accessible to the NPFMC process through a variety of means
- Provide feedback on AFSC’s annual research proposals, as allowed by timing of Requests for Proposals (RFP)
- Provide feedback on Council’s research priorities in the form of comments channeled to the SSC

**Commented [SK5]:** Is this something we still intend to do? Or is this to clarify that we don’t plan on coming up with our own “social science research priorities”? I’ve gotten feedback from AFSC economists on the other plan teams that they’d welcome our help on these aspects of the research prioritization process, as they know they don’t have all relevant expertise in all social sciences. I’m not necessarily against the idea of helping with the social science priorities, but I’m not sure if it is a top priority for a group that meets once a year. I’m open to other’s thoughts on this as well.