

GULF OF MEXICO FISHERY MANAGEMENT COUNCIL

ADMINISTRATIVE/BUDGET COMMITTEE

IP Casino & Resort

Biloxi, Mississippi

April 1, 2019

VOTING MEMBERS

- 10 Doug Boyd.....Texas
- 11 Susan Boggs.....Alabama
- 12 Martha Guyas (designee for Jessica McCawley).....Florida
- 13 Paul Mickle (designee for Joe Spraggins).....Mississippi
- 14 Lance Robinson (designee for Robin Riechers).....Texas
- 15 Chris Schieble (designee for Patrick Banks).....Louisiana
- 16 Bob Shipp.....Alabama

NON-VOTING MEMBERS

- 19 Kevin Anson (designee for Scott Bannon).....Alabama
- 20 Leann Bosarge.....Mississippi
- 21 Jack McGovern (designee for Roy Crabtree).....NMFS
- 22 Dale Diaz.....Mississippi
- 23 Dave Donaldson.....GSMFC
- 24 Jonathan Dugas.....Louisiana
- 25 Phil Dyskow.....Florida
- 26 John Sanchez.....Florida
- 27 Greg Stunz.....Texas
- 28 Ed Swindell.....Louisiana
- 29 Lt. Mark Zanowicz.....USCG

STAFF

- 32 Assane Diagne.....Economist
- 33 Matt Freeman.....Economist
- 34 John Froeschke.....Deputy Director
- 35 Beth Hager.....Administrative Officer
- 36 Karen Hoak.....Administrative & Financial Assistant
- 37 Lisa Hollensead.....Fishery Biologist
- 38 Mara Levy.....NOAA General Counsel
- 39 Emily Muehlstein.....Public Information Officer
- 40 Ryan Rindone.....Fishery Biologist & SEDAR Liaison
- 41 Bernadine Roy.....Office Manager
- 42 Carrie Simmons.....Executive Director

OTHER PARTICIPANTS

- 45 Ryan Bradley.....Mississippi Commercial Fishermen United, MS
- 46 Eric Brazer.....Reef Fish Shareholders Alliance
- 47 James Bruce.....MS
- 48 Nikki Burch.....MS

1 Traci Floyd.....DMR, MS
2 Susan Gerhart.....NMFS
3 Tim Griner.....SAFMC
4 Neil Gryder.....Ocean Springs, MS
5 Ken Haddad.....ASA, FL

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PAGE 11: Motion to include funding in the budget to allow for a council member attendee at SEDAR meetings. The motion carried on page 12.

PAGE 14: Motion to accept the 2019 proposed budget, as amended. The motion carried on page 14.

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1 The Administrative/Budget Committee of the Gulf of Mexico
2 Fishery Management Council convened at the IP Casino & Resort,
3 Biloxi, Mississippi, Monday morning, April 1, 2019, and was
4 called to order by Chairman Doug Boyd.

5
6 **ADOPTION OF AGENDA**
7 **APPROVAL OF MINUTES**
8 **ACTION GUIDE AND NEXT STEPS**
9

10 **CHAIRMAN DOUG BOYD:** I will call together the Administrative and
11 Budget Committee. The members of the committee are Dr. Mickle,
12 Mr. Schieble, Ms. Boggs, Ms. Guyas, Mr. Robinson, and Dr. Shipp.
13 The first item on the agenda is the Adoption of the Agenda. Are
14 there any changes or additions to the agenda? Hearing none, we
15 will accept the agenda.

16
17 I have the Approval of the Minutes from January of 2019. Any
18 comments or any corrections? Hearing none, I will entertain a
19 motion to approve the minutes.

20
21 **MS. MARTHA GUYAS:** Motion to approve the minutes.

22
23 **MR. LANCE ROBINSON:** Second.

24
25 **CHAIRMAN BOYD:** All right. Mr. Robinson seconds. All in favor,
26 say aye; any opposed. The minutes are approved. The Action
27 Guide and Next Steps, Dr. Simmons.

28
29 **EXECUTIVE DIRECTOR CARRIE SIMMONS:** Thank you, Mr. Chairman. I
30 am going to go over the proposed 2019 activities, and Ms. Hager
31 is going to review the draft 2019 budget. If you have any
32 questions or comments or feedback, please provide that,
33 regarding the proposed activities.

34
35 If we missed something, please let us know, or, if you think we
36 may need more meetings or less meetings, that's also very
37 important information for our planning purposes.

38
39 Then we don't have our final 2019 funding amount, and so we will
40 have to bring a final budget to you for approval at a later
41 date, but, if you would take a look at what we have currently
42 proposed, based on our idea of level funding, that would be most
43 helpful.

44
45 **CHAIRMAN BOYD:** Anything else? Okay. Thank you. Item Number
46 IV is Review of Anticipated Activities and Budget and 2018
47 Funded Expenditures. Dr. Simmons.

1 **REVIEW OF 2019 ANTICIPATED ACTIVITIES AND BUDGET AND 2018 FUNDED**
2 **EXPENDITURES**
3 **REVIEW OF 2019 BUDGETED ACTIVITIES**
4

5 **EXECUTIVE DIRECTOR SIMMONS:** Thank you, Mr. Chair, and so could
6 we please pull up Tab G, Number 4(a)? I have indicated some of
7 the activities that have already been conducted or we have
8 recently conducted in here, but, of course, we have five council
9 meetings currently proposed, and we have one council member
10 attending four of the South Atlantic Council meetings in 2019.
11 We have two Council Coordinating Committee meetings, and those,
12 this year, are going to be in May, and then, in November, we'll
13 have, I think, the D.C. meeting. This time, it got flipped
14 around. Usually, it's in February.

15
16 For Scientific and Statistical Committee meetings, we plan to
17 have five Standing SSC meetings. I do want to note that, right
18 now, we don't have a lot of agenda items for May. We may just
19 need a webinar, but it looks like we have a full agenda in July,
20 based on the SEDAR schedule, and so we can circle back to that,
21 if anybody has any questions as we complete our business for
22 this council, and, obviously, some things may come up.

23
24 Five Reef Fish SSC, and that special SSC is almost always
25 convened, because reef fish is at the top of our priority list.
26 Then one Special Coral meeting, which we're tentatively planning
27 for October. Of course, these special SSCs are convened jointly
28 with the Standing members, unless there is some reason that the
29 Chair or I decide that, in consultation with the Chair, that we
30 should use a different format. Two Special Mackerel SSC
31 meetings, one Shrimp, which we have already conducted in March,
32 and then three Special Socioeconomic SSC meetings.

33
34 For advisory panel meetings, one Ad Hoc Red Snapper Private
35 Angler AP, two Ad Hoc Red Snapper/Grouper-Tilefish IFQ meetings,
36 one Coral, one Data Collection, one HMS/ICCAT AP, and one is
37 planned here, and I think it's the week or two after the council
38 meeting, and so we're close to completing that, one Mackerel,
39 one Reef Fish, one Shrimp, and then one other, and that could be
40 Red Drum or Spiny Lobster, and we don't know of any current
41 ongoing assessments or needs right now that we would need to
42 convene the Spiny Lobster Committee in 2019, but, again,
43 something could come up, and so we have planned for one other.

44
45 As far as technical committees, we would like to convene the
46 Ecosystem Technical Committee more actively this year. You have
47 requested that we start work on an ecosystem fishery plan, and
48 so we're anticipating two meetings there, one meeting of the

1 Education and Outreach Committee, and then two Law Enforcement
2 meetings, and those are typically held in conjunction with the
3 Gulf States meetings, and so we've already conducted one in
4 March, and then again in October, and we'll plan for the other.

5
6 Moving on to the next page, SEDAR meetings, we typically have
7 our SEDAR Steering Committee meeting, and that's our in-person
8 meeting, in May now, and that works out better for planning, and
9 then we will have a webinar in the fall, and, typically, that's
10 in September or October. Right now, for red grouper, there is a
11 lot of assessment webinars going on, and we're probably not
12 going to get, I think, that assessment until late July, I
13 believe, and so it wouldn't go to the SSC maybe until September.

14
15 Gray triggerfish, we are anticipating we have -- A lot of these
16 have been delayed because of the partial shutdown, and we have
17 the data and assessment workshop in May, and there's a lot of
18 webinars that will have to follow after that.

19
20 Yellowtail snapper, the data workshop is now scheduled for June,
21 and there is assessment webinars, and the review workshop is
22 currently scheduled for September, and so we might need a later
23 SSC meeting, when this is going to come to them, possibly, maybe
24 in December, because it would likely not be available for the
25 council until January.

26
27 For vermilion snapper, the data assessment workshop is not
28 planned until later in November, and then there is a series of
29 webinars, and then, the scamp research track, that is a joint --
30 It's the first research track planned with the South Atlantic
31 Council, and there is a lot of webinar and conference calls
32 going on with that currently, and I also believe that schedule
33 has been delayed quite a bit, due to the partial shutdown.

34
35 Then we added the Gulf king mackerel and Gulf cobia updates, and
36 those are going to be just an in-house process with the Science
37 Center, where they may have some scoping planning webinars, but
38 then that would go to the SSC for review. It's unlikely, due to
39 the shutdown, that those will actually occur this year, it's my
40 understanding, until we get to that May Steering Committee
41 meeting though, and it's a little bit difficult to anticipate,
42 and those more likely would occur in 2020, but we did list them
43 here, just for planning purposes, and, again, that would
44 probably be over-budgeting.

45
46 If we go down to public hearings, we have conducted the public
47 hearings for 50, and we did, as far as 2019, we did five in-
48 person hearings in January, and one webinar in January. It is

1 possible that we could go out to public hearings, we're
2 anticipating, for 36B, depending on where the council is, maybe
3 late this year, and that may not occur until, I guess, early
4 2020, depending on how much of a priority the council thinks
5 this is.

6
7 We need to pick back up the work on Reef Fish Amendment 48 and
8 Red Drum 4, the SDC document, and I think we had only planned
9 for a webinar for that, because of the technical nature of that
10 document. For Reef Fish 51, the gray snapper status
11 determination criteria and catch levels, I think you told us,
12 during Reef Fish at the last council meeting, that we would just
13 do a webinar after you approved that public hearing draft.

14
15 For Reef Fish Amendment 52, evaluating the red snapper
16 allocation and reallocation, we are anticipating nine hearings
17 and one webinar. Again, based on priority and timing, we're not
18 sure if that will happen late this year or early in 2020.

19
20 Then we still have on our list the reef fish amendment to
21 consolidate the ABC and ACL sector allocations, and that was
22 supposed to be a joint document. It was kind of way down on our
23 list, and it has kind of moved down, because we were waiting for
24 the assessment and kind of waiting to hear back from the South
25 Atlantic Council on that, but we do have it as a potential.

26
27 For Shrimp Amendment 18, we held one in-person webinar, and
28 you'll hear the results of that at this meeting, and then, the
29 Generic Amendment to Establish the Carryover Provision, we held
30 one webinar for that, and you will hear the comments regarding
31 that document at this meeting.

32
33 Then, just for budgeting purposes, we thought maybe there would
34 be one other document that you may want to take out to public
35 hearings that we haven't anticipated, or potential scoping
36 meetings, and so we put in six hearings then.

37
38 Then, if we go down just a little bit, you have requested that
39 we do a barotrauma workshop, and I think Emily brought some
40 information to you during the O&E Committee about what our plans
41 were for that, and we're working closely with the Gulf States
42 Executive Director and staff on that, and I think, right now,
43 we're planning to add a half-day to that workshop. We want to
44 try to have it in our office, if we can. If necessary, we'll
45 get a hotel, to have a bigger venue, but we're looking at a day-
46 and-a-half meeting for that, and that's anticipated to be a
47 pretty big workshop for our budget.

48

1 Then we've also added in here the MREP workshops, because we do
2 send one council member to those workshops, and that is in May
3 and October, and so I will stop there and see if there's any
4 questions or if we need to add something or remove something or
5 modify.

6
7 **CHAIRMAN BOYD:** Yes, sir.

8
9 **MR. KEVIN ANSON:** Thank you, Mr. Chair. I'm not on your
10 committee, but, Carrie, do you have any information, or maybe
11 Emily, any information on webinars? Is attendance to those, or
12 participation, I guess, or views, is that increasing? Is that
13 something that more emphasis can be put on, or it just depends
14 on the topic?

15
16 **EXECUTIVE DIRECTOR SIMMONS:** I will get Emily to correct me if
17 I'm wrong, but you're talking about for the public hearing
18 webinars that we're doing? I think we report that information
19 out based on the topic, and I think it's added to the back of
20 most of our amendments, combined with any written comments we
21 have received.

22
23 Depending on the issue, a lot of people just seem to be
24 interested in understanding more about it, and they don't always
25 comment, but a lot of the webinars that we've been holding have
26 been fairly technical, and so maybe Emily can add a little bit
27 more to what I'm explaining there.

28
29 **MS. EMILY MUEHLSTEIN:** No, that pretty much covers it. I mean,
30 we handle the webinars just like we handle the in-person public
31 hearings, when it comes to reporting out our comments. We will
32 summarize them to you, along with the other comments, and then
33 they will be added to the back of the document, but we have been
34 choosing to do webinars, either if it's a framework that we
35 think needs a little extra special attention, or if it's a full
36 plan amendment that we don't think would be worthwhile to take
37 out to the full public, to meetings, if we think that it's going
38 to be something that people would more want to comment on
39 online.

40
41 **CHAIRMAN BOYD:** Martha.

42
43 **MS. GUYAS:** Just a question. Are we sending council members, or
44 a council member, I guess, to each of the SEDAR in-person
45 meetings? Were we typically doing that? I can't remember.

46
47 **EXECUTIVE DIRECTOR SIMMONS:** We used to do that, but we have
48 not, in a while, done that. If that's something that you would

1 like to do, we should add it to our budget.

2
3 **MS. GUYAS:** I think it's useful. I mean, having been to some of
4 those, it kind of opens your mind to what is going on, and there
5 are so many -- I guess, given our situation with the different
6 data collection programs that are being used recreationally, or
7 potentially could be used in an assessment, it might be good to
8 start doing that again, and with some of the issues of the
9 assessments that are coming up, like we've heard so much about
10 red grouper and triggerfish, for example, that are on the
11 docket, but that's just my thoughts, and I don't know where
12 other folks are on that.

13
14 **EXECUTIVE DIRECTOR SIMMONS:** So you're thinking that, like
15 during the process when we're selecting panelists for like the
16 SSC and advisory panelists that would participate, we would
17 identify a council member, and they would potentially attend any
18 in-person workshops and try to listen to the webinars and then
19 the review, or whenever it went to the SSC, and so you would
20 have one council member, or do you foresee having multiple
21 council members participating in the various meetings?

22
23 **MS. GUYAS:** Ideally, one for one assessment, the different
24 pieces and parts. Moving in and out and having different people
25 would be probably counterproductive.

26
27 **CHAIRMAN BOYD:** Go ahead, Dr. Simmons.

28
29 **EXECUTIVE DIRECTOR SIMMONS:** Thank you, Mr. Chairman. I would
30 ask Dr. Shipp. I know, when I first started working for the
31 council, we sent council members to SEDAR assessments, and I
32 think we sat next to each other during a couple of them, and I
33 guess, due to budgetary constraints, we went back and removed
34 this process, and do you recall some of the rationale, the
35 positives and negatives, of why we made that decision, without
36 going back and looking into the minutes?

37
38 **DR. BOB SHIPP:** I just think that it was something we just did,
39 and I don't recall any rationales for doing it, other than
40 council members -- There was always one sent to almost any
41 activity, and so I know that doesn't help at all, does it?

42
43 **CHAIRMAN BOYD:** Any other questions or comments? Okay. Go
44 ahead, Dr. Simmons.

45
46 **EXECUTIVE DIRECTOR SIMMONS:** I think, if we want to do that,
47 because most council members would be eligible for a salary, and
48 so we would be putting that in our budget, and, if we would like

1 to move forward with that, if we could have a motion, for
2 clarity. If you don't want to do it now during committee, maybe
3 during Full Council, but I think that would be ideal, so we have
4 clear direction that that's what we want to do, moving forward.

5
6 **CHAIRMAN BOYD:** Martha, do you want to make a motion at this
7 point?

8
9 **MS. GUYAS:** Sure, and I'll put one up, just to keep the
10 conversation going. **I guess my motion would be to include, in**
11 **the budget, funding to have a council member to attend the SEDAR**
12 **meetings.**

13
14 **CHAIRMAN BOYD:** We have a motion, and it has been seconded by
15 Dr. Shipp. Martha, is that your motion? All right. There is a
16 motion on the board. Is there discussion? Dr. Mickle.

17
18 **DR. PAUL MICKLE:** Thank you, Mr. Chairman. Martha, are you
19 intending that the person be present in person, or can attend
20 the webinar, by your motion? Is it either/or, or are you
21 demanding that it be in-person?

22
23 **MS. GUYAS:** I would say either/or. I think, just having
24 attended the in-person workshops, it would be probably difficult
25 to do on a webinar, but they have a lot of -- A lot of their
26 meetings are on webinar, and so I guess I can be flexible here,
27 but, if it were me, and it was in-person, I would want to be
28 there for in-person.

29
30 **CHAIRMAN BOYD:** Is there further discussion? Dr. Simmons.

31
32 **EXECUTIVE DIRECTOR SIMMONS:** Just one more question, just to
33 make sure that, moving forward -- So this council member would
34 be decided on by the Chair, I'm assuming, like all the other
35 meetings we have, SSC meetings, who is our council liaison, or
36 AP meetings, et cetera? Is that the intent?

37
38 **MS. GUYAS:** Sure. That's fine.

39
40 **EXECUTIVE DIRECTOR SIMMONS:** Okay. Thank you.

41
42 **CHAIRMAN BOYD:** Dr. Shipp.

43
44 **DR. SHIPP:** I was going to say pretty much the same thing that
45 Carrie did, that it be at the discretion of the Chair. The
46 motion, though, doesn't really dictate anything other than the
47 budget component of it, and so the sense of the motion almost
48 automatically leaves it to the discretion of the Chair.

1
2 **CHAIRMAN BOYD:** I would think it would just be like any other
3 appointment for a particular meeting. Any other discussion?
4 **Hearing none, is there any opposition to this motion? Seeing no**
5 **opposition, the motion passes.** Dr. Simmons, anything else?
6

7 **EXECUTIVE DIRECTOR SIMMONS:** If there is nothing else on the
8 activities, Beth will go through the numbers with the committee.
9

10 **CHAIRMAN BOYD:** Okay. Number IV(b) is the 2019 Anticipated
11 Budget, Tab G, Number 4(b), and Ms. Hager.
12

13 **2019 ANTICIPATED BUDGET**

14
15 **MS. BETH HAGER:** As we turn to Tab 4(b), we see the 2018 budget
16 alongside the 2018 expenditures, and then the 2019 draft budget,
17 which, of course, will be altered to send someone -- Based on
18 the last motion that we just had. Overall, all of the figures
19 are in thousand-dollar increments, and so, for example, \$192.1
20 is actually \$192,100.
21

22 As Dr. Simmons mentioned, due to the federal shutdown, the
23 spring CCC meeting was cancelled, and that's the meeting where
24 we usually receive an indication of our anticipated funding for
25 the year, and we did have a brief budget update during the
26 conference call on Friday.
27

28 Between the slight increase to our base funding, likely
29 rescissions, and last year's one-time funding for deregulation
30 reform, we still think that funding is going to probably come in
31 close to level with 2018, and so this budget is based on total
32 funding of \$3,801,000. That will change when we actually get
33 our real numbers, and so, at that time, I will go in and adjust
34 for the council member to participate in the SEDAR process as
35 well.
36

37 Looking at what we have here, beginning with personnel, for
38 2019, we have decreased our anticipated 2019 personnel costs to
39 align with our projected stipend and staffing costs. We have
40 had significant changes in staffing positions in the last year,
41 and the cumulative effect of retiring staff, new hires,
42 promotions, it has allowed us to reduce our projected salary and
43 FICA costs.
44

45 We did reevaluate our budget model for council and SSC stipends,
46 based on the 2018 actual expenditures and our revised membership
47 rosters, and this resulted in a small decrease, based on our
48 2019 proposed activities, and, of course, that will adjust

1 again, based on the SEDAR.

2
3 When we get to fringe benefits, like many regional management
4 councils and other small businesses we're experiencing increases
5 in health costs. In November of 2018, our health provider
6 indicated that we would be faced with up to a 21 percent
7 increase for our health benefits in 2019.

8
9 We immediately requested multiple insurance quotes from our
10 broker. During this process, we evaluated many different
11 options, and we determined that cost savings were available by
12 consolidating our dental and vision and life insurance under one
13 carrier. In addition, we moved to a comparable health insurance
14 plan with the same carrier. Based on these changes, we still
15 faced an overall 15 percent increase in insurance benefit costs
16 in 2019. These costs may still be offset though with funding
17 from the CRCP, or coral award, and EFH contracts.

18
19 At this time, we have not included the addition of funds to the
20 leave accounts, as we were able to fund this in 2018. If
21 additional funds are available in the future, we might revisit
22 this line item at that time.

23
24 Travel is going to change somewhat, based on the previous
25 discussion, and we also have a very ambitious meeting schedule.
26 Even so, we're going to continue to adjust our budgeting
27 methodology, and we expect this budget to align more closely to
28 our actual expended costs in 2019. As you can see, we did have
29 a variance in 2018.

30
31 In our equipment, supplies, contractual, and other costs, we're
32 just going to kind of go through all of it overall, and we
33 budgeted \$30,000 in the equipment line. This, along with a
34 trade-in allowance, will allow us to replace the van. It is no
35 longer under warranty, and so it's about time, and we originally
36 anticipated replacing more of our server equipment in 2019, but
37 we've been able to extend the service of many of the components
38 with small updates, software updates, and some minor
39 architectural changes, and so we will be saving more, based on
40 our original budget.

41
42 The supplies line is much higher than last year, as it includes
43 replacing ten PCs that are approaching obsolescence, the
44 purchase of a new reference management software, and updating
45 the council sound equipment to newer technology.

46
47 Contractual costs include \$45,000 allocated to each of the five
48 states and the commission, a review of our web technologies,

1 with an eye towards streamlining and incorporating some best
2 practices. Other costs in this category include computer file
3 monitoring and back-ups, equipment service, transcription, and
4 congressional reporting costs. We also have property damage and
5 automobile insurance in this category, both of which increased
6 by 5 percent in 2019.

7
8 Although the total rent costs will be higher in 2019 than in
9 2018, we did realize a bit more savings in 2018 than we had
10 budgeted, due to the construction delays of the new office, and
11 this resulted in no rent costs for approximately two months.
12 Compared with the rising rent costs on our old office space,
13 we'll actually save over \$67,000 in 2019.

14
15 We will receive significant savings from our renegotiated copier
16 lease, and this is reflected in the leased equipment line and in
17 the printing line, as we will no longer be charged for metered
18 copy counts. You can see that printing goes down to \$3,500 from
19 the \$16,000 budgeted originally in 2018. This brings our total
20 projected budget at this time level with the 2018 funded budget,
21 and do we have any questions?

22
23 **CHAIRMAN BOYD:** Any questions from the committee? Seeing no
24 questions, I will entertain a motion to accept the 2019 proposed
25 budget, to be amended with those changes that Martha gave us a
26 motion on.

27
28 **MS. HAGER:** It's a draft, yes.

29
30 **DR. MICKLE:** Motion to accept.

31
32 **CHAIRMAN BOYD:** Dr. Mickle, thank you. Is there a second?
33 Second by Martha. Any discussion? Since this is the basis for
34 our operation, I think we ought to have a show of hands, rather
35 than just kind of a negative vote. **All in favor of the 2019**
36 **proposed budget, please raise your hand, eight in favor; any**
37 **opposed to the budget. The budget is approved for 2019.** Thank
38 you.

39
40 Does anyone have any further business for the Admin Committee?
41 Seeing none, Mr. Chairman, we are adjourned.

42
43 (Whereupon, the meeting adjourned on April 1, 2019.)

44
45 - - -