

1 GULF OF MEXICO FISHERY MANAGEMENT COUNCIL

2
3 ADMINISTRATIVE/BUDGET COMMITTEE

4
5 Marriott Courtyard Gulfport, Mississippi

6
7 April 17, 2018

8
9 **VOTING MEMBERS**

- 10 Paul Mickle (designee for Joe Spraggins).....Mississippi
- 11 Patrick Banks.....Louisiana
- 12 Dale Diaz.....Mississippi
- 13 Tom Frazer.....Florida
- 14 Johnny Greene.....Alabama
- 15 Robin Riechers.....Texas
- 16 John Sanchez.....Florida
- 17 Bob Shipp.....Alabama

18
19 **NON-VOTING MEMBERS**

- 20 Kevin Anson (designee for Scott Bannon).....Alabama
- 21 Leann Bosarge.....Mississippi
- 22 Doug Boyd.....Texas
- 23 Roy Crabtree.....NMFS
- 24 Dave Donaldson.....GSMFC
- 25 Phil Dyskow.....Florida
- 26 Martha Guyas (designee for Jessica McCawley).....Florida
- 27 Campo Matens.....Louisiana
- 28 Greg Stunz.....Texas
- 29 LT Mark Zanowicz.....USCG

30
31 **STAFF**

- 32 Steven Atran.....Senior Fishery Biologist
- 33 Assane Diagne.....Economist
- 34 Matt Freeman.....Economist
- 35 John Froeschke.....Fishery Biologist-Statistician
- 36 Douglas Gregory.....Executive Director
- 37 Beth Hager.....Administrative Officer
- 38 Morgan Kilgour.....Fishery Biologist
- 39 Ava Lasseter.....Anthropologist
- 40 Mara Levy.....NOAA General Counsel
- 41 Ryan Rindone.....Fishery Biologist & SEDAR Liaison
- 42 Bernadine Roy.....Office Manager
- 43 Camilla Shireman.....Administrative and Communications Assistant
- 44 Carrie Simmons.....Deputy Director

45
46 **OTHER PARTICIPANTS**

- 47 Pam Anderson.....Panama City Beach, FL
- 48 Greg Ball.....Galveston Professional Boaters Association, TX

1 Luiz Barbieri.....GMFMC SSC
2 Ryan Bradley.....MS Commercial Fisheries United, MS
3 Eric Brazer.....Reef Fish Shareholders Alliance
4 J.P. Brooker.....Ocean Conservancy, St. Petersburg, FL
5 Mark Brown.....SAFMC
6 James Bruce.....MS
7 Gary Bryant.....Gulf Shores, AL
8 Dan Buckley.....Reef Fish Shareholders Alliance
9 Blake Compeant.....St. Larose, LA
10 Laura Deighan.....Audubon Institute
11 Michael Drexler.....St. Petersburg, FL
12 Mike Falgout.....New Orleans, LA
13 Traci Floyd.....MDMR, Biloxi, MS
14 Troy Frady.....AL
15 Susan Gerhart.....NMFS
16 Ken Haddad.....ASA, FL
17 Rick Hart.....NOAA Fisheries, Galveston, TX
18 Mark Kelley.....Panama City Beach, FL
19 Alicia Paul.....Panama City Beach, FL
20 Corky Perret.....MS
21 Ruth Perry.....Shell, Houston, TX
22 Laura Picariello.....Audubon Institute
23 Clay Porch.....SEFSC
24 Lance Robinson.....TX
25 Ashford Rosenberg.....Reef Fish Shareholders Alliance
26 Jessica Stephen.....NMFS
27 Donna Tryon.....Gulf Breeze, FL
28 Mark Tryon.....Gulf Breeze, FL
29 David Walker.....Andalusia, AL
30 Bob Zales.....Panama City, FL
31
32 - - -
33

TABLE OF CONTENTS

1
2
3 Table of Contents.....3
4
5 Table of Motions.....4
6
7 Adoption of Agenda and Approval of Minutes.....5
8
9 Action Guide and Next Steps.....5
10
11 Review of Grant Expenditures and Anticipated Budget Activities
12 and Funding.....5
13 Review of Proposed 2018 Budgeted Activities.....5
14 2018 Proposed Budget.....8
15
16 Adjournment.....11
17
18 - - -
19

TABLE OF MOTIONS

1
2
3
4
5
6
7

PAGE 11: Motion to accept the 2018 activities and budget as written. The motion carried on page 11.

- - -

1 The Administrative/Budget Committee of the Gulf of Mexico
2 Fishery Management Council convened at the Marriott Courtyard,
3 Gulfport Mississippi, Tuesday morning, April 17, 2018, and was
4 called to order by Chairman Paul Mickle.

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

10 **CHAIRMAN PAUL MICKLE:** I would like to convene the Admin/Budget
11 Committee, which consists of myself, Mr. Riechers as Vice Chair,
12 Mr. Banks, Mr. Diaz, Mr. Greene, Mr. Sanchez, Dr. Shipp, and Dr.
13 Frazer.

14
15 First up, I think I would like to draw your attention to Tab G,
16 Number 1, Adoption of the Agenda. It's up on the board. It's a
17 short agenda. Do I have a motion? It's moved and seconded. Is
18 there any objection? The motion passes.

19
20 Next, we will move to Approval of the January 2018 Minutes, Tab
21 G, Number 2. Do I have a motion to -- Are there any changes or
22 discussion points on the minutes? All right. It's moved and
23 seconded, and the motion carries. Moving on to the Action Guide
24 and Next Steps, Tab G, Number 3, and Mr. Director.

25
26 **EXECUTIVE DIRECTOR DOUG GREGORY:** What we're going to do today
27 is just review the anticipated 2018 budget and the activities
28 that we anticipate doing this year. Beth Hager will go over the
29 budget, and Dr. Simmons will do the activities, and this is for
30 information for the council. When we get our final funding from
31 National Marine Fisheries Service, if it changes, we will bring
32 it back for another approval of the budget. As it stands, this
33 is based on information we were given at the Council
34 Coordinating Committee meeting as to what we were going to
35 receive this year. One final thing is we want the council to
36 approve this budget at this point in time.

37
38 **CHAIRMAN MICKLE:** All right. Thank you. With that, let's move
39 into Review of Proposed Budget and Activities, Tab G, Number
40 4(a), and Dr. Simmons.

41
42 **REVIEW OF GRANT EXPENDITURES AND ANTICIPATED BUDGET ACTIVITIES**
43 **AND FUNDING**
44 **REVIEW OF PROPOSED 2018 BUDGETED ACTIVITIES**
45

46 **DR. CARRIE SIMMONS:** Good morning, and thank you, Mr. Chair. I
47 am going to read these and make a few notes as we go through
48 them, but I will try to do it quickly. Of course, we have our

1 five council meetings and the four South Atlantic Council
2 meetings, with one council member liaison attending. We have
3 included the Council Coordinating Committee meetings on here as
4 well, and we have two, one in February and one in May.

5
6 As far as SSC meetings go -- I should also note that the
7 asterisk, and I apologize, indicates the activities in those
8 months that have already been conducted in 2018, and so, for the
9 SSC meetings, we're going to re-advertise after the April
10 council meeting, and the council will repopulate the Standing
11 and Special SSCs in June.

12
13 One of the items that the council worked on in January was
14 adding a Special Ecosystem SSC, and so we have indicated on here
15 that we think one of the -- We will convene them with the
16 Standing SSC hopefully later this year, and so five Standing SSC
17 meetings, and we already had one in January and March, and three
18 Special Socioeconomic SSC meetings, and they were already
19 convened in January and March, and we anticipate convening them
20 again later in the year, most likely to work on the reallocation
21 document.

22
23 We almost always convene the Special Reef Fish SSC with the
24 Standing SSC, and so they have been convened in January and
25 March, and one Special Shrimp SSC, and they have already been
26 convened in March. Again, as I mentioned earlier, the Ecosystem
27 SSC will be populated, and so we anticipate that we will convene
28 them later in June with the Standing SSC. Possibly another
29 Special Coral SSC, and they were already convened in January of
30 this year, but maybe later in the year we will need them again
31 if we do start work on Coral Amendment 10.

32
33 On to advisory panel meetings. We anticipate another Red
34 Snapper/Grouper-Tilefish IFQ meeting, and we had one in April,
35 right before the council meeting, and so we think we'll have
36 another one later in the year, and one Ad Hoc Reef Fish Headboat
37 AP, one Ad Hoc Red Snapper Charter/For-Hire AP, one Ad Hoc Red
38 Snapper Private Angler AP, and we've already had one in January,
39 and that report was given to the council in January.

40
41 One Coral AP, one Mackerel AP, one Reef Fish AP, and two Shrimp
42 APs, and we've already had one in April, and so possibly another
43 one later in the year, especially if we start work on that coral
44 document, and then the HMS ICCAT AP, and we've already had one
45 in March, and I think Mr. Matens attended that meeting.

46
47 As far as technical committees go, two Law Enforcement
48 Committees and one Outreach and Education Committee meeting. We

1 have that scheduled in May, for the Outreach and Education.
2 Then, for the SEDAR meetings, I have listed them here, and these
3 meetings involve the staff and then the SSC stipends, and so we
4 anticipate a heavy SSC agenda in May, where we're going to be
5 reviewing several assessments. We have gray snapper and hogfish
6 and red snapper. We are anticipating those in May.

7
8 We also anticipate that the MRIP calibration updates will take
9 up quite a bit of time later in the year, and it will probably
10 take up a lot of the SSC members' time, once we get those after
11 the July meeting.

12
13 As far as public hearings, this looks like quite a bit, and I'm
14 not sure that we could get all of these done this year, but we
15 have put them down, in anticipation that we could possibly
16 complete them, and they are included in the budget that Beth is
17 going to present, and so nine coral meetings, eight hearings in-
18 person and one webinar, and we're planning to have one webinar
19 for Spiny Lobster 13, and we anticipate having in-person
20 meetings, seven hearings, and one webinar for the Reef Fish
21 Amendment 36B, and that's the commercial IFQ modifications.

22
23 Just a webinar for the status determination criteria document,
24 and a webinar for the sea turtle document, which is
25 administrative, and, for the state management plans, we have
26 planned for eight hearings and one webinar. For Reef Fish
27 Amendments 41 and 42, we anticipate, if those move forward and
28 we have a public hearing draft, that we could possibly do those
29 together, and so eight hearings across the Gulf in-person and
30 one webinar.

31
32 The generic carryover document, one webinar, because we don't
33 anticipate that we have a whole lot of interest in that, and
34 then if there is some other public hearing or scoping document
35 that we need to take out, such as allocation or some other
36 document that happens this year, we have budgeted for eight
37 additional hearings or scoping meetings. That concludes my
38 report.

39
40 **CHAIRMAN MICKLE:** Thank you, Dr. Simmons. Any discussion on
41 these budget activities pertaining to the budget itself? Mr.
42 Banks.

43
44 **MR. PATRICK BANKS:** I just have a question about the process
45 that we go through to determine where we have meetings and
46 things like that. It seems like, and I know you all probably
47 negotiate it, and so maybe it's a lot cheaper than I'm thinking,
48 but I look at the schedule and I see us going to places like Key

1 West or Destin in June, and it seems to be very, very expensive,
2 and can somebody explain sort of the process you all go through
3 to try to get the best price for council meetings?
4

5 **CHAIRMAN MICKLE:** Mr. Gregory.
6

7 **EXECUTIVE DIRECTOR GREGORY:** Well, the office, Kathy Pereira,
8 our Travel Coordinator, sends out -- Once the Chair or Vice
9 Chair of the council selects locations, cities, then we send out
10 a request for bids, so to speak, for hotels in all the cities
11 for all the months that we're going to meet.
12

13 For instance, for Destin, we would say what availability do you
14 have for January, April, June, August, and October, and we do
15 that for all of the locations, and we then get together and
16 choose the hotels. They have to give us GSA room rates, and we
17 look to see how expensive the meeting rooms are.
18

19 What we've looked at in the past -- Because, like Galveston,
20 everybody has to rent a car, and I was concerned about that, but
21 those factors don't seem to vary. It doesn't matter if we go to
22 Key West, where we have an expensive hotel, or we go to
23 Galveston and a less-expensive hotel and rent a car. The costs
24 come out to be about the same.
25

26 **CHAIRMAN MICKLE:** Madam Chair.
27

28 **MS. LEANN BOSARGE:** Actually, when I looked at that, because I
29 was the one that looked at all the different costs, I was
30 surprised too, Patrick, but, actually, it was cheaper to go to
31 Florida in June, and I was surprised, and so I actually switched
32 the dates around.
33

34 We got some new bids from some different hotels in Florida that
35 we had not been to before, and I don't know if they wanted our
36 business or what the deal was, but I was able to switch the
37 dates around as to what cities we were going to and what dates
38 and save us a considerable amount of money, and so, in other
39 words, we do look at it, and we make sure we're getting the best
40 deal.
41

42 **CHAIRMAN MICKLE:** Any other discussion pertaining to budget
43 activities? All right. With that, I will move on to Item 4(b),
44 2018 Proposed Budget, Tab G, Number 4(b), and Ms. Hager.
45

46 **2018 PROPOSED BUDGET**

47

48 **MS. BETH HAGER:** As we turn to Tab G, Number 4(b), we'll see the

1 2017 budget presented alongside the 2018 budget. The federal
2 appropriations process has been off-track again this year, which
3 forced us to operate under a continuing resolution. This lag
4 has again created some uncertainty in our final funding numbers
5 for 2018.

6
7 With this budget, we have based our anticipated 2018 funding
8 figure of \$3,655,000 on our last instructions from the CCC
9 meeting, and this figure is equal to the 2017 funding minus a
10 small rescission. As Doug stated, if the final funding differs,
11 we will let the council know and provide an amended budget for
12 review and approval at that time.

13
14 Going down through the personnel costs, council and SSC salaries
15 are budgeted to increase slightly due to the planned meeting
16 activity, and staff salaries were underspent by \$32,000 in 2017,
17 and so, between the staff transitions and the new three-year
18 coral award, we anticipate that this budget amount will support
19 our 2018 staffing needs. FICA and retirement are both
20 proportional calculations based on the staff salaries.

21
22 In January, we changed our health insurance providers and
23 switched to a policy with higher out-of-pocket maximum for the
24 employee, and this will result in an over \$60,000 savings to the
25 council. We have not budgeted to add funds to our leave
26 accounts in 2018. Typically, we make these adjustments to our
27 leave accounts in the last five years of the grant period. In
28 this award, it will be 2019.

29
30 Scrolling down to travel, as travel costs are based directly on
31 the anticipated meeting activities for 2018, as Carrie stated,
32 we have an ambitious schedule planned. Overall, we plan to hold
33 five more SSC meetings, one less AP meeting, and nine more
34 scoping public hearings than we planned in 2017. The other
35 travel line includes travel for the executive director interview
36 process and technical committees.

37
38 To the next page, our other costs, we have \$9,000 in the capital
39 equipment line, and that was used to replace our file backup
40 device, and it was necessary, because our device was running out
41 of space. It was originally purchased in 2013, but this new
42 unit has doubled our available archiving capacity.

43
44 We have located new office space very near our current location,
45 and it's comparable in size to our current office, and so we
46 anticipate holding most AP and SSC meetings onsite. This adds
47 to the reduction that we can achieve in the meeting room rental
48 costs.

1
2 Although we will incur some costs related to the move, we still
3 anticipate the net savings of about \$45,000 just in this first
4 year in rent and approximately 30 percent over the next years
5 out in our rental costs. There are some additional costs
6 related to moving, and these can be found in supplies and
7 contractual expenses and printing. We have maintained the
8 liaison funding at \$45,0000 per state. This concludes our
9 budget.

10
11 **CHAIRMAN MICKLE:** Mr. Gregory.

12
13 **EXECUTIVE DIRECTOR GREGORY:** I would just like to make a quick
14 announcement. The internet service for the entire hotel is down
15 right now, and so it's not your computer you're having trouble
16 with, and we're still streaming, but without sound and pictures,
17 and so people can see our projectors, but not -- I guess they
18 can't see anything. We are trying to stream.

19
20 **CHAIRMAN MICKLE:** Madam Bosarge.

21
22 **MS. BOSARGE:** Patrick, just a clarification. When I was talking
23 about new hotels for Florida, that's for 2019, just FYI, and
24 sorry, but I'm always one year ahead when we're trying to book
25 those.

26
27 **CHAIRMAN MICKLE:** Mr. Banks.

28
29 **MR. BANKS:** I have a question about contractual. I heard Beth
30 mention that there were some moving-related -- What else would
31 be -- Can you give me some more examples under contractual,
32 please?

33
34 **MS. HAGER:** 401K fees, payroll processing fees, contracted
35 service providers for IT, technical-related items, our biannual
36 audit, just pretty much anything that we pay an outside vendor
37 that would be a service-related item.

38
39 **CHAIRMAN MICKLE:** Director Gregory.

40
41 **EXECUTIVE DIRECTOR GREGORY:** She left out the biggest, the state
42 liaisons are contractual, as well as the transcription service
43 that we get.

44
45 **CHAIRMAN MICKLE:** I want to commend the council staff for going
46 through the move, and I'm sure moving is not easy, but it's
47 showing here now that it was obviously a smart decision, and it
48 takes away that uncertainty, but how long have you all been in

1 that building, the one you all just move out of? Dr. Simmons.

2
3 **DR. SIMMONS:** It's been almost twelve years, I believe, because
4 it's been ten years that I've been there, and we've been there
5 since I've been in the office, and so twelve years.

6
7 **CHAIRMAN MICKLE:** Now that you're out of it, I can knock it. It
8 was kind of an older building, and so I hope the new building is
9 newer? No? Never mind then. All right. Moving on, any other
10 discussion on the proposed budget at this point? All right, and
11 so the last item on the agenda is Other Business, and I would
12 open the floor to any other business to be brought up at this
13 point. Director Gregory.

14
15 **EXECUTIVE DIRECTOR GREGORY:** We would like to get a motion to
16 approve the budget.

17
18 **CHAIRMAN MICKLE:** Yes, that's right.

19
20 **MR. DALE DIAZ:** So moved.

21
22 **CHAIRMAN MICKLE:** Is there a second? It's seconded by Mr.
23 Greene. **Any objections to accepting the 2018 proposed budget**
24 **activities? The motion passes.** This concludes the
25 Administrative/Budget Committee.

26
27 (Whereupon, the meeting adjourned on April 17, 2018.)

28
29

- - -