

**Administrative / Budget Committee Report  
January 27, 2020  
Mr. Phil Dyskow – Chair**

The Committee adopted the agenda (**Tab G, No. 1**) as written and approved the minutes (**Tab G, No. 2**) of the October 2019 meeting as written.

***Update on 2015-2019 Carryover Request and Funded Contractual Projects (Tab G, No. 4)***

Staff provided an update to the expenditures table presented to the Council during the October 2019 meeting. The current projection of funds available to spend in 2020 on 2015-2019 no-cost carry over activities is \$1,224,594.

Of the contracts the Council reviewed in October, seven research related contracts were funded for a total of \$503,498 and \$183,799 was distributed prior to the end of 2019. The Council will receive reports and/or presentations after the projects are completed.

***Proposed 2020 Activities (Tab G, No. 5a and 5b) and Budget (Tab G, No.5c)***

Staff reviewed the planned 2020 meeting schedule, noting that some activity costs will be allocated to the no-cost carry over. Staff also provided a short presentation on the strategic planning activities of other Councils. Several committee members expressed concern with the cost, effort, and potentially viable results of embarking on a strategic planning process. Alternative suggestions included reviewing the goals and objectives of specific fishery management plans in addition to the work completed on the Reef Fish Fishery Management Plan objectives and developing a stakeholder survey to get feedback on areas of concern. Staff will continue to develop potential courses of action and bring items back to the Council at a later date for review.

Staff presented a proposed 2020 budget alongside the 2019 funded budget. As per instructions from NOAA, the funding for 2020 is expected to be level with that of 2019. Specific line item adjustments have been made to account for changes in activities. Staff will bring the final budget for Council approval once full 2020 funding is known. To date we have received \$1,723,128 in funding for 2020.

***Updates to Administrative Handbook (Tab G, No. 6)***

Staff requested Council approval to update the administrative handbook to account for changes to life insurance benefits, to the location of the training required for the telework policy, to more accurately reflect the terms of our grant award relating to foreign travel and updates for staff names.

The Committee recommends, and I so move: **to accept the revisions to the administrative handbook as presented.**

**Motion carried with no opposition.**

***Review of Ad Hoc Advisory Panels (Tab G, No. 7a)***

The Committee reviewed the makeup and charge of the Ad Hoc Advisory Panels. It was noted that the charge of the Red Snapper Private Recreational Angler AP has been completed. No action was taken with regard to the Red Snapper / Grouper- Tilefish IFQ

The Committee recommends, and I so move: **to disband the Red Snapper Private Angler Ad Hoc Advisory Panel.**

**Motion carried with no opposition.**

***Review of Coastal Migratory Pelagics and Red Drum APs (Tab G, No. 7b)***

The Committee reviewed the appointment schedule, meeting history, and planned activity of the Coastal Migratory Pelagic and Red Drum Advisory Panels. It was determined that Committee would like to re-advertise for new members of these panels.

The Committee recommends, and I so move: **to re-advertise for new members for the CMP and Red Drum Advisory Panels.**

**Motion carried with no opposition.**

Mr. Chair, this concludes my report.