

**Administrative / Budget Committee Report
October 21, 2019
Mr. Phil Dyskow – Chair**

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

Update of 2015-2019 Projected Expenditures and Budget Carryover to 2020 (Tab G, No. 4) and Update of 2015-2019 Projected Expenditures and Budget Carryover to 2020 (Tab G, No. 4)

Staff reviewed the updated year end projection noting that the anticipated unexpended funds of \$316,062 are still an estimate. The exact figure of unexpended funds will not be known until all activities for this year are completed. Staff also reviewed several of the proposed carryover activities including potential contracts for the development of the Commercial Fish Rule App, updates to the website, and the conversion of documents to a 508 compliant format. The Committee passed a motion to approve the carryover budget. However, staff is requesting the Council consider the following motion which addresses a spending plan request instead of a budget request: “The Committee recommends, and I so move: to instruct staff to proceed with the spending plan request as it relates to the carryover funds.”

The Committee recommends, and I so move: **to approve the carryover budget as stated.**

Motion carried with no opposition.

Review and Discussion of Potential Contractual Projects (Tab G, No. 5)

Staff provided a review of nine proposed research projects. Projects selected by the Council will be funded with the unexpended 2014 to 2019 administrative awards funds and included in the carryover request submitted to NOAA. Since a final carryover amount is yet unknown, the Committee was asked to rank the projects in order of preference for funding. After some discussion, the Committee determined that it would be most expedient for staff to create a Google survey which would allow all Council members to rank the projects and provide a record of their preferences. As per the direction of General Counsel, any Council Member that might be directly involved in one of the projects will recuse themselves from the discussions and vote. A Council member requested to add a project to assess Kemp’s Ridley sea turtles. A Committee member responded that Dr. Benny Gallaway would provide a summary of the project in a similar format to that of the other projects presented in Tab G, No. 5 as quickly as possible. This will be sent out as appended meeting materials so the project can be included in the ranking survey. The prioritized project list will then be sent on to the Full Council. In the event we need to review contracts for carryover funds in the future, staff was requested to categorize the projects under some criteria and indicate how they relate to the Council activities.

Mr. Chair, this concludes my report.