

**Administrative / Budget Committee
October 22, 2018**

Mr. Doug Boyd, Chair

The Committee adopted the agenda and approved the minutes of the April 2018 meeting as written.

Agenda Item IV: Approval of 2018 Funded Budget

Ms. Hager presented the original 2018 budget, a proposed budget based on the total amount funded for 2018, and the year to date expenditures for 2018 with balances. The Council received \$146,000 more in funding than originally budgeted for 2018. The additional funds were provided for regulatory review activities and budgeted for staff support. Staff employed several cost saving measures throughout the year and we anticipate ending 2018 slightly under budget. Planning for the next five-year budget will commence in early 2019. Additional activities for 2019 include contracts with NOAA-SERO for Southeast For-hire Integrated Electronic Reporting (SEFHIER) and Essential Fish Habitat (EFH) projects.

The Committee recommends and I so move: **To accept the 2018 proposed budget as written.**

Motion carried with no opposition.

Agenda Item V: Review proposed modifications to SOPPs

Dr. Simmons reviewed the proposed changes to the SOPPs by section. Committee discussion included the following points and requests:

- in Section 2.5 regarding the proposed changes to the size of the Standing Scientific and Statistical Committee (SSC);
- a request for clarified verbiage in Section 2.6.2 which formalizes the requests of outgoing Council members for advisory panel appointments and process;
- Ms. Levy noted that the language in Section 2.7 should make it clear that a technical committee is a form of an AP, as under the MSA, both are considered APs;
- the committee requested additional text after the words “communications staff” to include outreach and education staff in the new Section 2.7 technical committees that defines the composition and attendance process;
- a few minor verbiage changes in sections 3.73 (public hearings), 4.12 (travel reimbursements), and 4.15 (invitational travel) for consideration.

One committee member suggested that the Council consider indicating on the website what the area of expertise is for each Standing SSC member. Staff requested this be made in a separate motion if desired. Staff was instructed to work with the Chair and Vice Chair to revise the proposed SOPPs language and bring the revised document back for review during the full Council.

Dr. Shipp was absent from the meeting.

Mr. Chair, this concludes my report.