

**Administrative / Budget Committee Report
October 26, 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 September 2020 meeting as written. A Council member requested to add an agenda item to provide an update on the contractual projects funded with 2015-2019 no-cost extension funds.

Review Expenditures for No Cost Extension Request (FY 2015-2019) and 2020 Budget and Expenditures (Tab G, No. 4 & 5)

In Tab G, number 4, staff presented the expenditures for the 2015 to 2019 administrative award. The total funding received was \$18,953,575 and we will have approximately 39% of the funds unspent at the end of 2020. Staff have recommended that we request a second no-cost extension to complete the work associated with the remaining \$565,140.

In Tab G, number 5, the funded 2020 budget was presented alongside the expenditures for the 2020 administrative award through September 30. Most of the costs have remained on level with expectations with the largest variances in the categories of equipment, contractual, travel, and meeting room costs. The savings in equipment spending was due to cost saving measures, while the variances in other categories are attributable to the pandemic and holding virtual meetings since mid-March. Overall, staff expects the year will end with just over a million dollars unspent in funding to carry forward for the next four years of this award cycle.

Review and Discuss Scope of Work (FY 2015-2019) Activities (Tab G, No. 6)

Staff reviewed the proposed modified scope of work (FY2015-2019 activities) provided in Tab G, number 6. The activities outlined would potentially provide the Council with the same deliverables and information that would be obtained by holding in-person meetings for developing a Fishery Ecosystem Plan and accomplishing research and background legwork necessary to initiate the development of Coral Amendment 10. However, these deliverables would be conducted by an outside contractor through a competitive bidding process. These two subjects would require a change of scope to be approved by NOAA grants management division. Additionally, staff would continue with the existing workplan of holding meetings where possible to complete all other items related to the 2015-2019 administrative award.

The Committee recommends, and I so move: to approve the no cost extension request based on FY 2015-2019 activities as written.

Motion carried with no opposition.

In response to a Committee member's request, staff reported that the existing contractual work for the 2015-2019 no-cost extension was currently in progress. A report of these activities is planned to be submitted to NOAA in the next progress report. Staff will bring these results to the Council in the form of presentations beginning in March 2021, as time on the agenda permits.

Several committee members suggested specific subjects for exploration that were outside of the scope of work that were included in the 2015-2019 administrative award. It was determined that these activities could more easily be included in the 2020-2024 administrative award costs and activities.

The Committee recommends, and I so move: **to request staff provide guidance on using 2020 budget funds for the intention of red drum independent offshore purse seine data and an independent stock assessment on gray triggerfish.**

Motion carried with no opposition.

Mr. Chair, this concludes my report.