SOUTH ATLANTIC FISHERY MANAGEMENT COUNCIL

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Dr. Michelle Duval, Chair | Charlie Phillips, Vice Chair
Gregg T. Waugh, Executive Director

AGENDA
Citizen Science Committee
(PARTIALLY CLOSED)

Sawgrass Marriot
Ponte Vedra, FL

Thursday, June 15, 2017 – 8:00 A.M. – 9:30 A.M. (Times subject to change)

Approval of Agenda – Chris Conklin

Approval of March 2017 Committee minutes – Chris Conklin

1. Appointments to Citizen Science AP Pool, A-Teams (*Attachment 1 and 2a and b*) **(CLOSED)**
   a. Citizen Science AP and A-Team Approach Document – Amber Von Harten
   b. Review Applications and Develop Recommendations for A-Team Appointments – Chris Conklin/ Amber Von Harten
   c. Committee Action: Provide recommendations for Council consideration.

2. Program Update & A-Team Terms of Reference (*Attachment 3a-e*)
   a. Program Activities Update & Review of A-Team Terms of Reference – Amber Von Harten
   b. Committee Action: Review and modify A-Teams Terms of Reference as necessary

Other Business – Chris Conklin

Adjourn – Chris Conklin

Committee Members

Chris Conklin, Chair	Michelle Duval
Ben Hartig, Vice-Chair	Tim Griner
Zack Bowen	Charlie Phillips
Chester Brewer	Robert Beal, ASMFC Representative
Mark Brown	

Attachments
Attachment 1: Overview of Citizen Science Advisory Panel Structure

Attachments 2:

        2a: **CLOSED** Summary of Citizen Science AP Pool A-Team applicants
        2b: **CLOSED** Citizen Science AP Pool A-Team Choices Summary

Attachment 3a-e: A-Team Terms of Reference

        3a: Citizen Science A-Team TOR – Volunteers
        3b: Citizen Science A-Team TOR – Project/Topics Management
        3c: Citizen Science A-Team TOR – Data Management
        3d: Citizen Science A-Team TOR – Finance
        3e: Citizen Science A-Team TOR – Communication/Outreach/Education

Staff: Amber Von Harten/John Carmichael

OVERVIEW
Citizen Science Committee
(Partially Closed)

The Committee will approve of minutes from March 2017 meeting and agenda.

1. **Appointments to Citizen Science AP Pool, A-Teams** – (*Attachments 1 and 2a and b*) **(CLOSED)**
   Description: Based on the Council's recommendations in March 2017, a Citizen Science Advisory Panel Pool is being established and will be supported by Action Teams (A-Teams) that will develop program policy recommendations in the areas of Volunteers, Project/Topics Management, Data Management, Finance, and Communication/Outreach/Education. The A-Teams will focus on the following:

   - **Volunteers** - Develop policy recommendations for recruitment and retention; training; participation incentives; identifying projects and research needs; and expectation management of volunteers.
   - **Data Management** - Develop policy recommendations for an entity to manage data; data life cycle; standards and QA/QC; access; data validation; use and end-user citations; infrastructure; and presentation and marketing.
   - **Projects/Topics Management** - Develop policy recommendations for identifying and prioritizing project topics/research needs; developing an application process; approving/endorsing projects; project solicitation and selection; project management; training for citizen science methods; and project evaluation.
   - **Finance** - Develop policy recommendations for short/long-term administrative funding and project funding; and creative funding partnerships.
   - **Communication/Outreach/Education** - Develop policy recommendations for appropriate approaches and tools to communicate project results; media plan; feedback-recognition plan; training plan; and communication platforms for the program and projects (visual, electronic, and print).

   Staff will review the structure and function of the AP and A-Teams. The Committee will review the applications to the Citizen Science AP Pool and make appointments to the A-Teams.
   Required Committee Action: Provide recommendations for A-Team appointments for Council consideration.

2. **Program Update & A-Team Terms of Reference** – (*Attachment 3a-e*)
   Description: Staff will provide an update of program development activities. To support program development, staff developed draft Terms of Reference for each of the five A-Teams to help guide the work of each A-team for developing program policy recommendations that will support citizen science projects under the Council's program. The Committee will review the TORs for the five A-Teams - Volunteers, Project/Topics Management, Data Management, Finance, and Communication/Outreach/Education – and provide guidance.

Required Committee Action: Review and modify A-Teams Terms of Reference as necessary.

Other Business