



SOUTH ATLANTIC FISHERY MANAGEMENT COUNCIL

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

May 27, 2016

MEMORANDUM

TO: Council Members
Other Meeting Participants

FROM: Gregg Waugh *GTW*

SUBJECT: Briefing Materials for June 13-17, 2016 South Atlantic Council Meeting

Welcome to our new procedures for the Briefing Book. As promised we have produced one Briefing Book with all the materials for the meeting. This will give you sufficient time to review the materials and prepare for the meeting without receiving additional materials. Your staff, our partners at the SERO/SEFSC, and invited participants have done an excellent job getting materials in on time and deserve a big THANK YOU! Any items not included in the Briefing Book will be deferred to the September meeting.

Also, how you receive the Briefing Book has changed. The final agenda and briefing materials will be posted to our website by noon today (May 27th); travel orders will be mailed to you.

Click the link below and follow the steps to access your Briefing Book materials.

Briefing Book Link:

<http://blog.safmc.net/meeting-documents/safmc-06-2016-meeting-briefing-book/>

You can access all of the briefing book materials from this web page. The page is organized just like a file explorer on your computer. Each Committee has a separate folder and you can open each folder and subfolder to access the documents for each committee. If documents/presentations are added during the meeting, they will automatically be updated on this page.

It is encouraged that you download any committee materials you need to your computer. You have three options for downloading the materials:

- 1) **Download the complete briefing book and save it as a zip file on your computer** - To download all of the files, click the link at the top right of the page (Download Complete Briefing Book – All Files). Once the zip file download is complete, save the zip file on your computer.
- 2) **Download individual committee folders and save the folder as a zip file on your computer** – To download individual committee folders, click the link next to the committee folder (Download Folder). Once the zip file download is complete, save the zip file on your computer.

- 3) **Download individual files and save the file on your computer** – To download an individual file, open the committee folder and click on the file you would like to open. The file will open in a new tab in your browser. Once open in the browser, save the file to your computer.

If you have any trouble, please email or call Amber – 843-812-2049 (cell).

Public Comments:

The Executive Finance Committee will be discussing some changes to how we accept public comments and will provide a recommendation for Council consideration. For this meeting, we are testing the system. Amber will demonstrate how to access public comments at the meeting. To see the test preview, follow these links:

- **June 2016 Council Meeting page:** http://safmc.net/SAFMC_06_2016CouncilMeeting
- **Online Public Comment Form:** http://www.safmc.net/CommentForm_June2016Council
- **Public Comments Submitted Online:** https://docs.google.com/spreadsheets/d/1zbrHC-YDcnHQLsEEVKA-aabjZ5Ij1HZq9JG9s7_qJbY/edit#gid=1361532347

NOTE: Anyone (Council members and the public) will be able to access the online comments at any time using this link and comments are immediately posted with a time/date stamp as they are received through the online comment form. Any comments received outside of the online comment form will be placed on the briefing book page in a folder called Additional Written Comments.

This will streamline receipt of public comments and ensure all comments are posted quickly and in one location for easy access. Thanks to the Gulf Council for a super idea and to Amber for setting this up so quickly!

Written comments received by close of business the Monday before the meeting (6/6) will be compiled, posted to the website as part of the meeting materials, and included in the administrative record. Please use the online comment form at “http://safmc.net/CommentForm_June2016Council” to ensure your comments are posted immediately to the Council’s website and available for Council consideration.

Individuals that wish to submit comments after 6/6 must use the Council’s online form at “http://safmc.net/CommentForm_June2016Council”. Comments will automatically be posted to the website and available for Council consideration. Comments received prior to noon on Thursday of the Council meeting (6/16) will be a part of the meeting administrative record.

The meeting is being held at the Hilton Cocoa Beach Oceanfront, 1550 N. Atlantic Avenue, Cocoa Beach, Florida 32931. Reservations: 1-800-445-8667, Phone: 321-799-0003 and Fax: 321-799-0344. The room rate is \$107.00 (Tax Exempt) or \$119.31 (Non Tax Exempt) for single

or double occupancy. Council travelers are responsible for anything over the \$107.00 tax-exempt room rate. The room rate is good 3 days pre and post the meeting dates based on availability. **The cutoff date for receiving the Council room rate was May 13, 2016.** You should have booked your room before the cutoff date to obtain the group rate of \$107.00. After May 13th, any remaining guestrooms were released and the group rate is no longer available.

Parking Charges: Self-Parking Complimentary (Hotel waived charge for our group)

Airport Shuttle: None – Airport is approximately 50 miles/45 minutes away

Wireless in Sleeping Rooms: Complimentary (Hotel waived charge for our group)

If you are on Council reimbursed travel (Council members, non-federal employee Advisory Panel members and invited participants), your name will be on a master list and your hotel room will be charged directly to the Council (incidentals will be your responsibility). Council reimbursed travelers should make their own reservations (using their own credit card to hold the room); however, your room will ultimately be charged to the Council's master account. (The hotel will do this internally.)

If you plan to arrive before or stay after the approved travel authorization dates of June 13-17 (on your own time), contact Cindy Chaya at the Council office. If you experience any problem at check-in or checkout, contact Mike Collins, who will be at the meeting.

As a reminder, Council travelers flying to the meeting and those authorized to have a rental car should call AAA at 1-800-765-6223 and ask for Connie Eichel to schedule your travel. Be sure to tell her you are traveling for the Council on official business.

If you have any questions about the arrangements for the meeting, please contact Cindy, Mike, or me.

cc: MAFMC, NEFMC, GMFMC, and CFMC

Rob O'Reilly, Tony DiLernia, and Dewey Hemilright (MAFMC)

Kevin Anson and John Sanchez (GMFMC)

Eileen Sobeck, Sam Rauch, Alan Risenhoover, and Emily Menashes (NMFS Headquarters)

Jack McGovern, Rick DeVictor, and Andy Strelcheck (NMFS SERO)

Jennifer Lee, David Dale, and Andy Herndon (NMFS SERO)

Monica Smit-Brunello (NOAA GC SERO)

Bonnie Ponwith, Theo Brainerd, Tom Jamir, Larry Massey, and Steve Turner (SEFSC)

Luiz Barbieri (Chair SSC - FFWC)

Duane Harris

Susan Shipman

Bob Mahood

Deke Tompkins (ASMFC)

Gwen Erwin (FFWC)

Carrie Simmons and Kathy Pereira (GMFMC)

Linda Atwell (NMFS SERO)

Council Staff