

FINAL
SUMMARY REPORT
SOPPs COMMITTEE
SOUTH ATLANTIC FISHERY MANAGEMENT COUNCIL
Jekyll Island, GA
March 8, 2018

The Committee approved minutes from the December 7, 2017 meeting and the agenda.

Review Policies for Inclusion in SOPPs and/or Handbook

Gregg Waugh gave an update on the status of the SOPPs that were last revised in March 2011 and sent to NMFS for review/approval. The SOPPs are still under review. The Council has been operating using the SOPPs and the Handbook, while updating the Handbook as needed. The Handbook is a Council document that we can update as needed. The SOPPs reflect the basic legal requirements that govern the Council's operations. The Committee reviewed the Handbook and the suggested changes; they approved the changes and made the following additional suggestions:

1. Page 5, Section III. F, #2 – add “if there are” to the last sentence before additional; make Merit Increase a separate section.
2. Page 6, Section IV. A, #2 – consider moving new employees to something similar to the Gulf Council's plan. Note: staff will verify the Gulf's plan, but it appears they only provide pre-medicare coverage.
3. Page 10, Section IV. B, #4 – contact the Gulf staff to determine why this wording was included and bring back to the committee in June 2018; also notify new employees at the start of employment if they are considered a “highly compensated employee” under the Family and Medical Leave Act.
4. Page 23, Section VIII. I – correct format of red period in 4th line.
5. Page 27, Section X. a. – continue to work with NOAA GC and bring results to the committee in June 2018.
6. Page 35, Verbal comment – change Council Chair to SSC Chair.
7. Page 40, Verbal comment – change Council Chair to AP Chair.

The Personnel Committee will meet in closed session in North Charleston, SC April 10-11, 2018 to develop additional recommendations that will be brought to the SOPPs Committee at the June 2018 meeting.

There were no motions.

Other Business

No items.

Note: Council staff drafts the timing and task motion based on Committee action. If points require clarification, they will be added to the draft motion. The Committee should review this wording carefully to be sure it accurately reflects their intent prior to making the motion.

Timing and Task(s)

MOTION #1. ADOPT THE FOLLOWING TIMING AND TASK(S):

- 1) Work with NOAA GC to clarify how State representatives can participate on interdisciplinary plan development teams as outlined in the handbook.
- 2) Revise the Handbook based on the approved changes, add any additional recommendations after reviewing the Gulf Council's Handbook, add any additional suggestions from staff, and provide to the Personnel Committee prior to their meeting.
- 3) Incorporate any changes received on the SOPPs and have ready for the committee in June 2018.
- 4) Others?

APPROVED BY COUNCIL