

Habitat Program Evaluation and Blueprint Scope of Work

Revised: May 26, 2021

SAFMC Workgroup

1. Purpose
 - a. Develop evaluation plan and strategy (Blueprint)
 - b. Assist in preparing and reviewing materials for Council discussion and decision-making (i.e., process, approach, materials prep) to help facilitate Council discussion and ensure efficient use of Council discussion time. All decisions will be made by the Council through official Council meetings noticed in the *Federal Register*
 - c. Assist in reviewing the Blueprint prior to Council approval
2. Membership
 - a. Council:
 - i. Steve Poland – Habitat & Ecosystem Committee Chair, Workgroup Lead
 - ii. Mel Bell – Council Chair
 - iii. Carolyn Belcher – Habitat & Ecosystem Committee Vice Chair
 - iv. Kerry Marhefka
 - b. Staff support:
 - i. Myra Brouwer – Deputy Director for Management, Lead
 - ii. John Carmichael – Executive Director, Support
 - iii. Roger Pugliese – Habitat & Ecosystem Scientist, Support
3. Meetings
 - a. In-between Council meetings during 2021 (April-May, July-August, October-November)
 - i. Identify supporting documents and information desired for each meeting
 - ii. Develop actions for Committee/Council meetings – topics and timing, coordinate with requested AP and/or SSC
 - iii. Review progress, prioritize outstanding issues and information requests

Workgroup Tasks

I. Draft Habitat Program Goals and Objectives (*Attachment 2b*)

- Developed during Workgroup meeting 2 (4/12/2021)

II. Document Habitat Requirements and Council Actions to address them

- Reviewed during Workgroup meeting 2

IV. Document and Evaluate Habitat and Ecosystem Tools

- Topic for next meeting (Date TBD; July 2021)

V. Document Habitat and Ecosystem Partners

- Reviewed during Workgroup Meeting 1; ongoing

VI. Develop a Habitat Blueprint

- Ongoing
- Blueprint Contents
 1. Habitat Program Goals and Objectives
 2. Habitat AP Role and Purpose
 3. Outreach and Communication Strategy
 4. Policy, Consultations and Comment Development
 5. Tools, Website and Information Products
 6. Relation to Other Council Activities and Program Areas

VII. Develop a Workplan to Address Items in the Blueprint

- Final task

VIII. Other Topics to Consider

- Climate Change

Habitat Blueprint Workgroup
Meeting 2 Actions and Recommendations
April 12, 2021

- Recap guidance from the March Council meeting and review subsequent progress
 - Remove ecosystem from the Blueprint and focus on Habitat Program
 - Scope of work revised
- Draft goals and objectives were discussed and modified per the Workgroup's recommendations.
 - Include in the BB for Habitat Committee to review in June (*Attachment 2b*)
- Develop overall measure of success for the Habitat Program and process to evaluate the program and its goals and objectives
- Develop a tracking and feedback process for council habitat comments and policies.
 - Develop the system to support evaluation the effect and impact of Council comments and habitat actions.
 - Address letters, past policy impacts, and regular reporting on future policy impacts.
 - Consider: How were the Council's comments used, what was the reply, what was the impact of the letter or policy, etc.
 - Catalogue comments on EFH consultations and comment outcomes.
 - For Comments and Letters: Include a feedback process in the blueprint section on comment letter development.
 - For Polices and Threats: Provide information in the blueprint on use of policies to-date (say through 2020 for this purpose) and provide a regular (annual or biannual) report to council on future policy use
 - Develop measures of success to evaluate policies and comments.
- Reviewed the threats matrix, last updated in 2018
 - Task: verify accuracy, last update, and ensure the version for the BB is accurate as of now.
- Reviewed the EFH Table (*Attachment 2b*)
 - Newly designated SMZs (SG Reg 34) need to be included.
 - Follow up with NOAA GC on steps to designate SMZs as EFH-HAPCs: Is an amendment to the FMP needed?
 - Task: contact NOAA GC for clarification and a recommendation on what is required to designate SMZ as EFH-HAPC.

- Report at the Council in June. (Alternatively, discussed by the workgroup at its next meeting)
- Material to be included in the June BB for the Habitat Committee
 - EFH and policies tables, FYI (*Attachment 2b*)
 - EFH Users Guide, FYI (*Attachment 2c*)
 - Revised scope of work (Comment)
 - Draft Goals and Objectives (Approve; *Attachment 2b*)
- Next meetings
 - Meeting 3 (Late June or July)
 - Review EFH review requirements and associated NMFS Policies and Memos.
 - Review comment and policy development process
 - Review comment and comment tracking and evaluation options
 - AP role and charge
 - Meeting 4 (August)
 - Web Tools Evaluation
 - Outreach and Communication
 - Meeting 5 (October)
 - Relation of Habitat to other Council program areas
 - Review draft blueprint