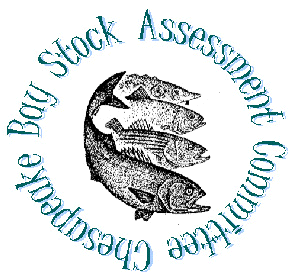
**Chesapeake Bay Stock Assessment Committee**



**2014 Charter and Operational Guidelines**

This Charter provides guidance and clarifies the structure and operation of the Chesapeake Bay Stock Assessment Committee (CBSAC). It sets forth a framework that addresses previously identified responsibilities as well as establishing the basis for ecosystem and multi-species based management approaches on the Chesapeake Bay.

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**-Mission statement:**

The mission of the Chesapeake Bay Stock Assessment Committee (CBSAC) is to provide science- based analysis and advice on the management of key fishery resources in the Chesapeake Bay.

**-Description:**

CBSAC has been in practice since 1984. The committee combines the expertise of state agencies and consulting scientists from the Chesapeake Bay region with federal fisheries scientists from the National Marine Fisheries Service to review the results of annual Chesapeake Bay fishery independent surveys and harvest data to develop management advice for Chesapeake Bay jurisdictions: the State of Maryland, Commonwealth of Virginia, and the Potomac River Fisheries Commission (PRFC).

**-Roles and responsibilities of CBSAC:**

Analyze the results of the Winter Dredge Survey, publish the annual Chesapeake Bay Blue Crab Advisory report, and develop preliminary management recommendations (consensus statement) for consideration by the Chesapeake Bay Program’s Sustainable Fisheries Goal Implementation Team (Fisheries GIT) Executive Committee.

Identify and prioritize research needs and critical knowledge gaps to support the sustainability of Chesapeake Bay species and fisheries.

Consider and address additional charges from the Fisheries GIT Executive Committee. These requests could include species and issues outside the traditional blue crab focus of the group to better support and guide ecosystem and multi-species based management approaches in the Chesapeake Bay region.

**2. Organizational structure, current membership, and supporting roles**

**-Organizational Structure and membership description:**

CBSAC will function under the purview of the Chairman with the support of the Coordinator. Membership is to be equally representative of members from the fisheries management jurisdictions within the Chesapeake Bay and NOAA. In addition, CBSAC also includes consulting scientists who provide specialized expertise within the Chesapeake Bay region. The current membership of CBSAC represents blue crab expertise. CBSAC may seek additional members and/or consulting scientists for other fisheries or species as necessary. The Executive Committee of the Fisheries GIT will serve as the charging body, identifying future tasks and issues for the committee to address.

**-Proposed Membership (2013/2014):**

(\*Denotes Chairman (Joe Grist), \*\*Denotes Coordinator (Andrew Turner)

**Andrew Turner \*\* (Versar/NCBO) Coordinator**

**Joe Grist\* (VMRC) Management Representative (Chairman)**

**Rob O'Reilly (VMRC) Management Representative**

**Lynn Fegley (MDDNR) Management Representative**

**Glenn Davis (MDDNR) Scientist and Stock Assessment Expert**   
**Alexi Sharov (MDDNR Scientist and Stock Assessment Expert**

**Ellen Cosby (PRFC) Management Representative**

**Daniel Hennen (NOAA/NMFS) Federal Fisheries Scientist**

**Amy Schueller (NOAA/NMFS) Federal Fisheries Scientist**

**Thomas Miller (UMCES) *Scientist Blue Crab Expert***

***Rom Lipcius (VIMS) Scientist Blue Crab Expert***

***Eric Johnson (UNF) Scientist Blue Crab Expert***

***John Hoenig (VIMS) Scientist Blue Crab Expert***

**John McConaugha (ODU) *Scientist Blue Crab Expert***

As noted above, additions to the current set of consulting scientists will be considered if the Executive Committee charges CBSAC with a task for other fisheries or species. The Executive Committee will approve by majority vote the addition of any consulting scientist necessary to address charges beyond the traditional blue crab role of CBSAC. Consulting scientists are not considered CBSAC members and will not participate in the development or circulation of draft reports and documents. The role of the consulting scientist will be to provide current CBSAC membership with issue specific expertise and information. Given the task and consulting scientist prove to be a valuable addition for CBSAC membership consideration, the Chair and Coordinator are responsible for assembling a short justification, applicable credentials, and a brief description of why each additional CBSAC member is needed.

-**Term length and responsibilities of supporting positions:**

-The CBSAC Chairman and Coordinator will serve as the supporting positions for the committee.

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| --- | --- | --- | --- |
| **Position** | **Term Length** | **Term Maximum** | **Additional Comments** |
| **Member** | NA | NA | Membership requires active participation in CBSAC meetings as well as providing comments, edits and contributions towards drafting CBSAC documents. |
| **Consulting Scientist** | NA | NAFuture induction and nomination of consulting scientists relies on the application and usefulness of the charge | Brought in temporarily on an as needed basis to address new species or areas of concern. Consulting Scientist is not to be considered a member. |
| **Chairman\*** | 2 years | 2 Consecutive | Upon the conclusion of a two year occupancy by current chair, CBSAC and Fisheries GIT staff will nominate a new chairman and coordinate the selection process. The candidate nominated for the chairman position will be reviewed by the Executive Committee and voted on to determine the new Chair. |
| **Coordinator\*\*** | 2 years | No Maximum | Coordination role will be occupied by a federal representative for a term length of two. Upon the expiration of two years, the Executive Committee will discuss the performance of the respective coordinator. If a change is warranted, the Executive Committee will review nominations and appoint a new coordinator. |

**-Explanation of Supporting Roles:**

The Chairman is a rotational position occupied in two year terms starting with the adoption of this charter. The role of chairman is to be alternated between Maryland and Virginia management jurisdictions at the termination of each two year term. The Chairman is responsible for addressing the Executive Committee of the Fisheries GIT and providing timely responses (approval or denial) to charges and tasks identified by the Fisheries GIT. In addition, the Chairman will facilitate CBSAC meetings, agendas, and discussions with the help of the Coordinator. Alternating which jurisdiction occupies the Chairman’s position every two years is suggested while the Coordinator’s role and membership will be left to the discretion of the Executive Committee as well as the previous chair. CBSAC will meet before the termination of the chairman’s two year term to nominate a new chair for the executive committee to consider and review. In the event a new coordinator for the committee is needed, nominations and suggestions

The Coordinator position is occupied by a federal partner and serves a term of three years with no maximum limit. The Coordinator is responsible for the general function of the committee; ensuring fluid operation, scheduling meetings, drafting reports and documents, developing agendas, updating the CBSAC website, and communicating with the Chesapeake Bay Program and Fisheries GIT staff.

**-Membership Roles and Responsibilities:**

Members are required to participate in CBSAC meetings in person where applicable and actively provide timely input and comments addressing tasks, issues and charges to CBSAC. If a member is unable to participate in meetings and offer timely comments and contributions, the Executive Committee along with the Chairman and Coordinator, will discuss replacement ofthe member.

1. **Committee Goals and responsibilities:**

CBSAC will consider all charges and tasks from the Fisheries GIT Executive Committee. These charges may expand beyond the traditional role as a blue crab advisory group. CBSAC and supporting staff will give timely consideration to addressing these charges and recommend additional members for consideration by the Fisheries GIT Executive Committee as new tasks arise.

1. **Creating Working groups :**

Depending on the charges from the Fisheries GIT Executive Committee, CBSAC may create smaller, more focused working groups and subsets of the committee to address specific tasks. The Chairman and Coordinator will engage prospective members to discuss participation, roles and responsibilities involved with addressing the requested task. Once the task has been reviewed, evaluated and approved by the CBSAC Chair, and the subcommittee members have been selected, a time line for addressing the task will be developed . The working group will develop any products needed to address the approved task or charge with the help and support of the Chairman and Coordinator.