

DRAFT COUNCIL OPERATING PROCEDURE

Methodology and Data Review Process for Coastal Pelagic Species

PURPOSE

To establish procedures for the review and Council approval of Coastal Pelagic Species (CPS) methodology and data reviews. These reviews are typically related to CPS stock assessments, although they may be applied to methods in other areas, e.g., economic analysis or ecosystem-based fishery management. The procedure is intended to provide peer review of the survey and analytical methods to ensure that research surveys, data collection, data analyses, and other scientific techniques in support of CPS stock assessments are the best scientific information and facilitate the use of information to facilitate the use of information to the Council. The procedure is also intended to provide technical peer review of other methodologies that could be considered under this structure.

OBJECTIVES AND DUTIES

In the case of new methodologies that have not been approved by the Council, the proponents of such new methodologies will submit a brief proposal for inclusion in the appropriate briefing book, for consideration by advisory bodies and the Council. The timing of the proposal submission is synchronized with the stock assessment schedule established by the Council (see schedule below). For existing methodologies that the CPSMT and SSC together agree should be reviewed, the principals of any such methodology should be notified suitably in advance of the appropriate briefing book deadline, order to submit a brief description of the methodology. In both cases, the proposal should include:

- Title
- Name of proposers (including researchers who will participate at the methodology review and will be expected to conduct analyses during that review;
- A description of how the proposed methodology will improve assessment and management of the stock(s) in questions; and
- Outline of the field and analytical methods to be employed.

Proponents and/or principals of methods to be reviewed should be prepared to present their proposal to the SSC, the relevant MT, and the full Council. Proponents should also include a description of the funding, logistics, or other factors that would indicate the likelihood of success of a proposed methodology. The proposed methodology should be field tested, and preferably there will be available data for one or more years. Untested or experimental methods are typically not appropriate for this type of review.

If the Council approves a methodology to be reviewed, the appropriate Staff Officer will work with the methodology proponents, the SSC, and the Southwest Fisheries Science Center (SWFSC) to schedule the review.

Methodology principals are responsible for providing a report, at least two weeks in advance of the panel review meeting, and a draft report as described in the corresponding Terms of Reference. The panel Chair and the appropriate Staff Officer should develop a Terms of Reference (TOR), or utilize the existing TOR to provide additional guidance for conducting of the panel meeting. The panel normally include a Chair, at least one “external” member (i.e., someone outside the Council family and not involved in management or assessment of West Coast fisheries, often designated by the Center for Independent Experts), and at least two additional members. In addition, the Chair of the CPSMT and the Chair of the CPSAS may appoint one member of each advisory body to be official representatives to the review panel meeting, although they are not considered members of the review panel. The review panel will develop and submit a report to the Council, for consideration at the appropriate Council meeting. The report will include recommendations about whether the methodology should be used, and guidance on any additional work necessary before the methodology can be used.

Schedule

Month	Activity
TBD	Proponents submit brief proposal for Council consideration
TBD	Staff schedules MRP meeting and Panel
TBD	MRP convenes to consider methodology
TBD	MRP develops report for the appropriate Council meeting briefing book
TBD	Council considers whether to approve the methodology for potential future use in assessments