

Agenda Item A.4  
Supplemental Executive Director's Presentation 1  
September 2018

# PFMC Public Comment Portal

SEPTEMBER 2018 – DEVELOPMENT UPDATE

# Current Method

Public comments are emailed in by deadline to: [pfmc.comments@noaa.gov](mailto:pfmc.comments@noaa.gov)

Comments are then organized and filed into sub-folders for later distribution to staff officers.

Once deadline passes, organized comments are forwarded to the appropriate staff officer for review.

Once reviewed, they are approved for posting to the web, and processed for printing in the Advanced Briefing Book mailing.

The screenshot shows a NOAA email interface. At the top, a search bar contains the text "label:September2018-groundfish". Below the search bar, a list of email results is displayed. The first result is from "Andrea, me, Kerry (3)" with the subject "September2018MIS: comments to supplemental briefing book, Sept 2018 meeting". Other results include "Corey, me (2)", "Lori, me (2)", "Ben, me, Kerry (3)", "Daniel, me (4)", and "Sherry, me (2)".

Below the email list, a detailed view of the search results is shown. The search bar contains "label:September2018-groundfish". The left sidebar shows a list of folders: "COMPOSE", "Inbox (4)", "Starred", "Important", "Sent Mail", "Drafts", "Categories", "September2018", "Administrative", "CPS", "Ecosystem", "Groundfish", "Halibut", "HMS", "LATE-Sep2018", "Open", "Salmon", "General", "LATE", "Legislative", "Salmon", and "More". The main content area shows a list of email results with the following subjects: "Andrea, me, Kerry (3)", "Corey, me (2)", "Lori, me (2)", "Ben, me, Kerry (3)", "Daniel, me (4)", and "Sherry, me (2)".

Red arrows point to the "September2018" folder in the sidebar and the "Groundfish" folder in the main content area.

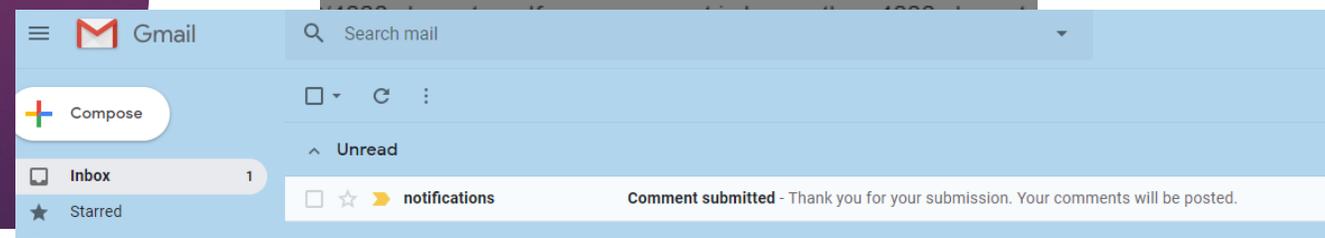
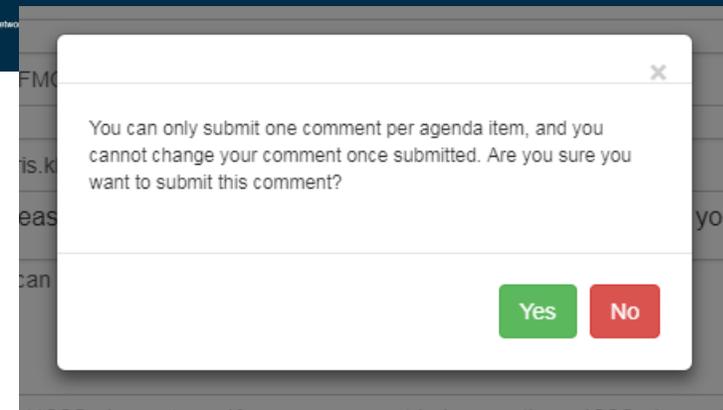
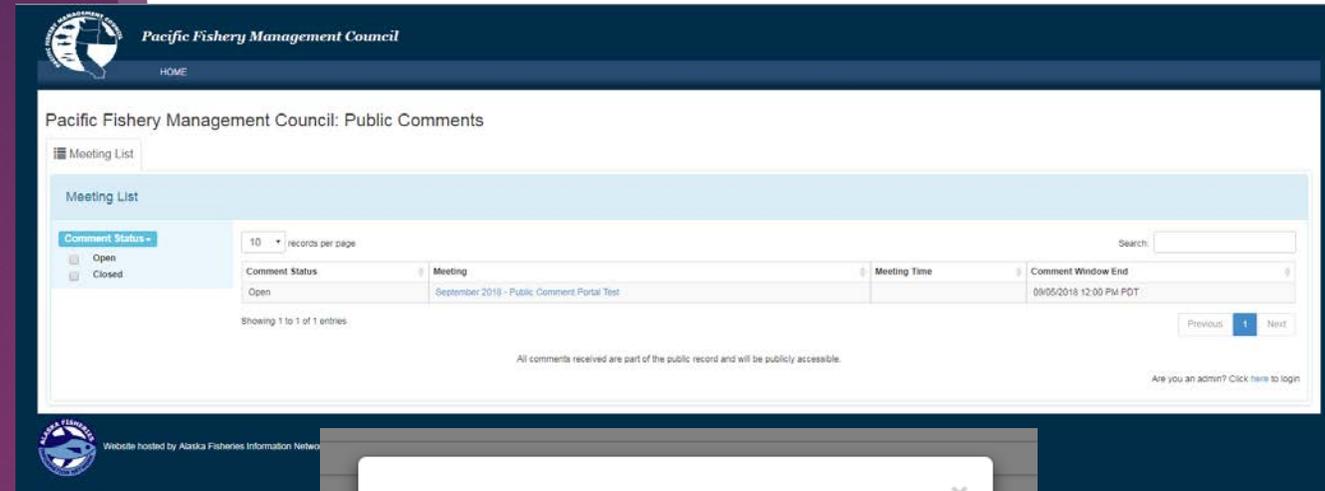
# New Method

New portal is nearly identical to what NPFMC is using.

There will be a comment window for the Advanced Briefing Book, Supplemental Materials, as well as during the Council Meeting. Users will be limited to one Comment per Agenda Item per period per our current policy.

Commenters will receive email confirmation that their submission was received.

At a pre-set time, all approved comments will go "live" on the website for everyone to see, thus limiting rebuttal comments.



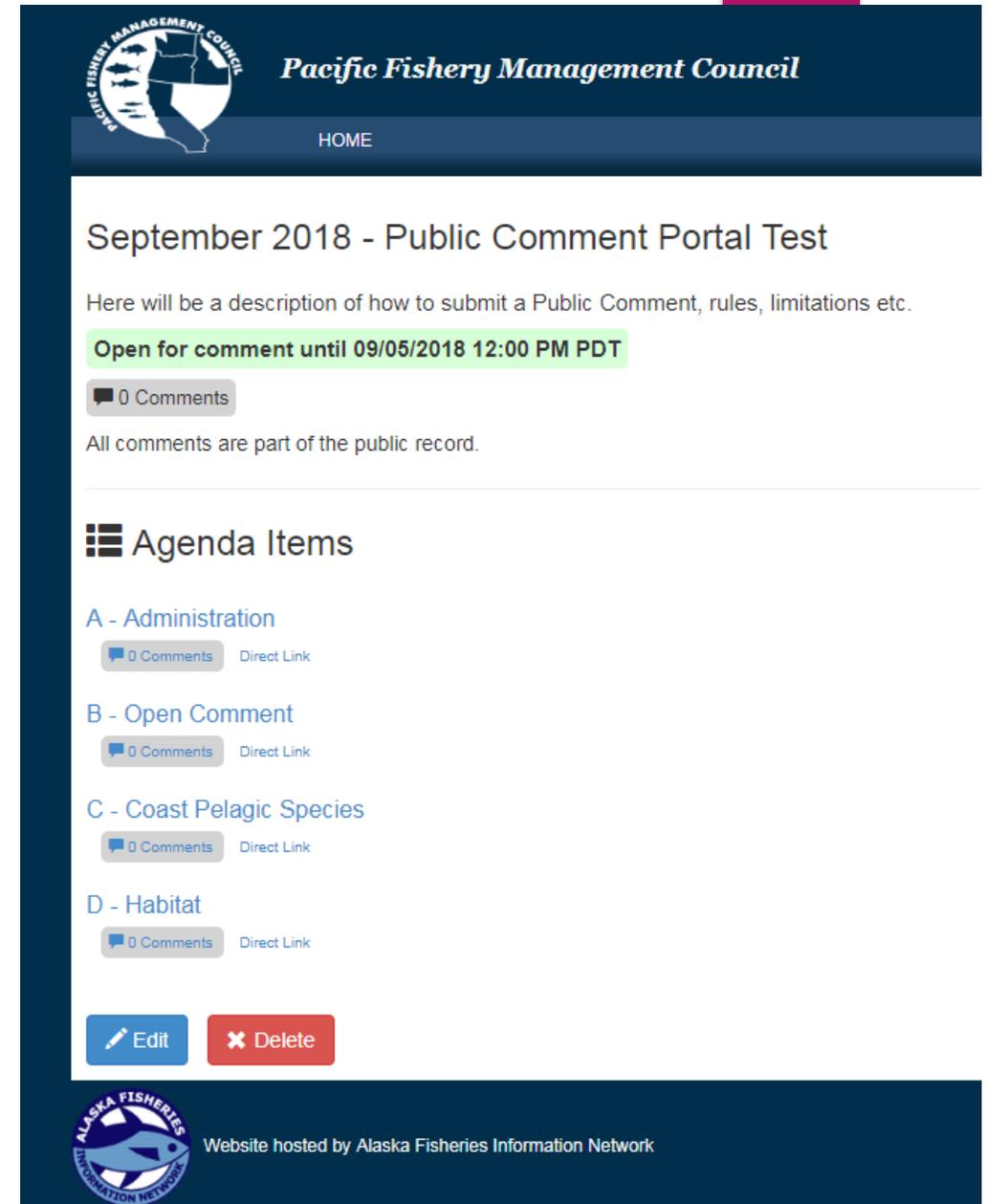
# New Method

Hyperlink to Portal will be available via our main website.

Users will have the ability to either type their comments into the portal directly, or upload a file.

Once the comments go live, visitors to the site will be able to see all the comments submitted organized by Agenda Item.

Still under development. More features and small design tweaks will be made before we go Live.



The screenshot displays the Pacific Fishery Management Council website. At the top left is the council's logo, and to its right is the text "Pacific Fishery Management Council". Below the logo is a "HOME" link. The main heading is "September 2018 - Public Comment Portal Test". Below this is a sub-heading: "Here will be a description of how to submit a Public Comment, rules, limitations etc." A green highlighted box contains the text "Open for comment until 09/05/2018 12:00 PM PDT". Below this is a comment count of "0 Comments" and a note: "All comments are part of the public record." The "Agenda Items" section lists four categories: "A - Administration", "B - Open Comment", "C - Coast Pelagic Species", and "D - Habitat". Each category has a "0 Comments" button and a "Direct Link" text. At the bottom of the agenda items are "Edit" and "Delete" buttons. The footer features the "ALASKA FISHERIES INFORMATION NETWORK" logo and the text "Website hosted by Alaska Fisheries Information Network".

# Benefits

Clean, organized method of distributing the comments.

By setting automated deadlines, comments will not be able to be submitted after the deadline has past, ensuring fair use among all commenters.

Significantly reduces work of Council staff in the required organizing, forwarding, and approving the comments.

The likelihood of a comment getting missed due to email chains, forwards etc. is eliminated.

Reduces paper consumption

The screenshot shows the Pacific Fishery Management Council's Public Comments page. At the top, there is a navigation bar with 'HOME' and 'Admin' links. Below this, the page title is 'Pacific Fishery Management Council: Public Comments'. A 'Comment Review' section is visible, featuring a table with columns for Meeting, Agenda Item, Name, Org, Email, Comment, Attachments, Comment Time, and Actions. A single comment is listed with the following details: Meeting: September 2018 - Public Comment Portal Text; Agenda Item: B - Open Comment; Name: Kris Kleinschmidt; Org: PFMC; Email: kris.kleinschmidt@noaa.gov; Comment: I can write my comment here. OR I can attach a file below.; Comment Time: 09/04/2018 08:02 AM PDT; Actions: Delete, Approve. The page also includes a search bar, a 'records per page' dropdown set to 10, and pagination controls.

## B - Open Comment

1 Comment [Direct Link](#)

[Comment](#) [View Comments](#)

B - Open Comment

1 Comment

**Kris Kleinschmidt**

PFMC  
09/04/2018 08:02 AM PDT

[Delete Comment](#)

I can write my comment here. OR I can attach a file below.

# Live Demo

If you would like to test the portal now, please visit:

<https://pfmc.psmfc.org>

Then click on:

[Supplemental Public Comment Portal -TEST](#)

From there, you can select an Agenda Item and submit a Comment.



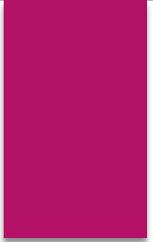
# Implementation Plan

The majority of development should be done by end of October.

Beta testing of the E-Portal in conjunction with our current Public comment procedure for the November Council Meeting.

After the November meeting, we will make any tweaks to the E-Portal as necessary.

March 2019 the E-Portal will be our sole method of submitting Public Comments.



# Thank you!

Special thanks to PSMFC, AKFIN,  
and the NPFMC for their help in  
developing this site.