

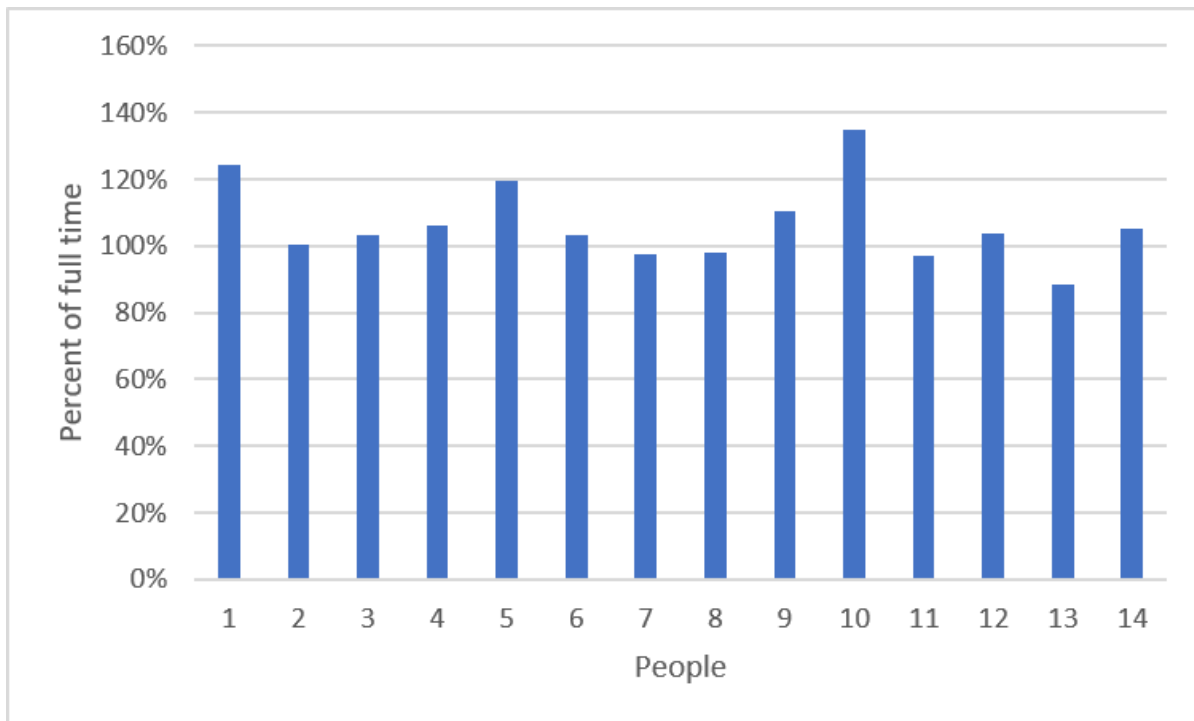
### EXECUTIVE DIRECTOR’S REPORT ON STAFF CAPACITY

As part of the Executive and Deputy Director’s efforts to manage staff workload and effectively address the Council’s priorities, the ED works with staff to assemble 6-month workload forecasts. These forecasts are intended to cover January through June and July through December of each year. This data helps to ensure that individual staff members do not experience overload, and it helps Council staff leadership to move personnel as necessary to meet Council priorities.

In the interest of helping to have effective workload management discussions, this document was assembled to communicate forecasts of staff capacity over the coming months. The following sections provide summary information that characterizes our assessment of workload over this time period. These forecasts are based on the Council’s identified priorities as of May of 2026.

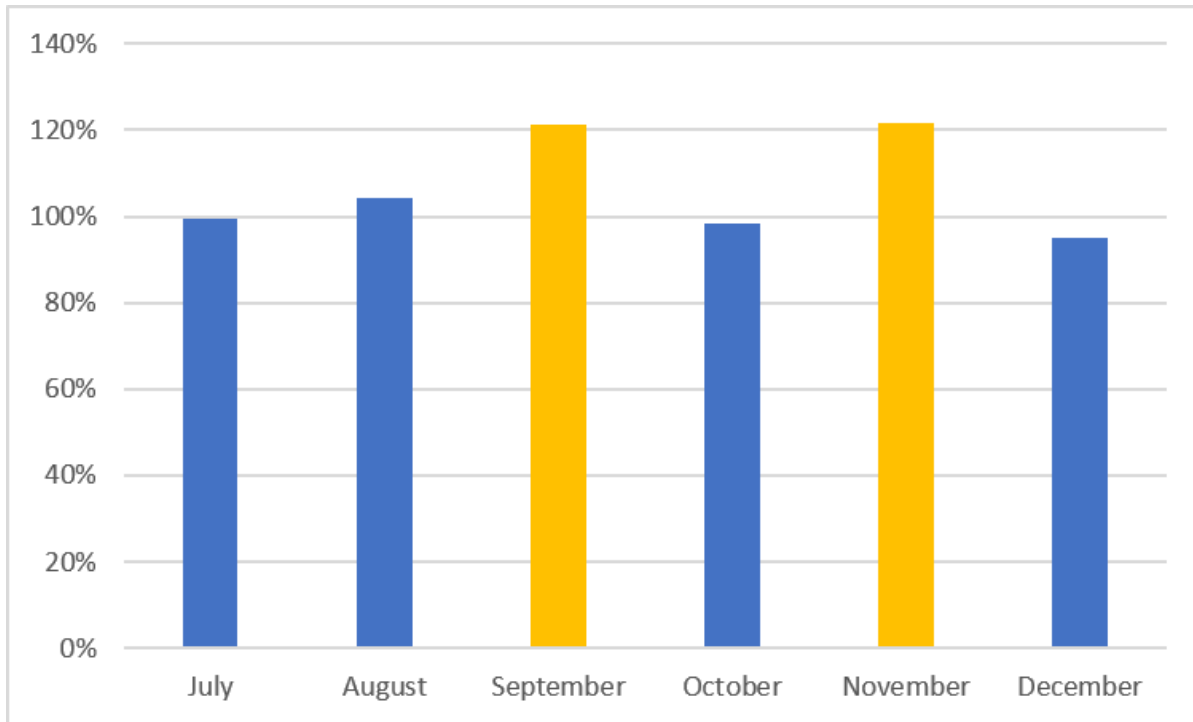
#### **Percent of Full Time Equivalent by Staff**

On average, Council staff currently plan to work at approximately 107 percent of full-time capacity between from July through December. On an individual basis, some staff work over 130 percent of full-time capacity, while others are close to 100 percent, or even slightly below.



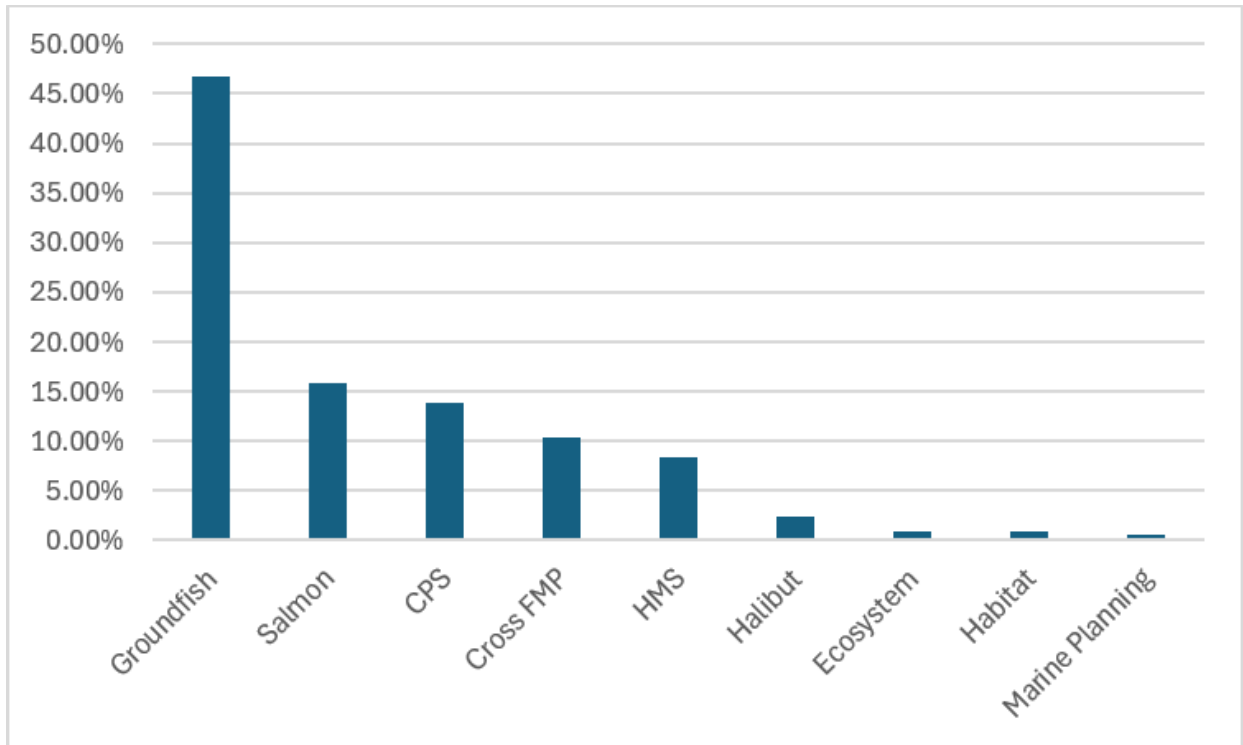
**Table 1. Percent of Full-Time Equivalent by Staff**

Workload varies by month, and Council meeting months have higher workload demands than other months. Workload during Council meeting months is driven by attendance at Council meetings, preparation for them, and follow-up. Workload outside of Council meeting months tends to focus more on program analysis and administration needed to support Council operations and decision-making. During Council meeting months, staff work over 120 percent on average.



**Table 2. Percent of Full-Time Equivalent by Month (Council and Non-Council meeting months)**

As suggested by the graph above, forecasts indicate some lightening of workload demands toward the end of the year. This corresponds to our workload planning tools where the year-at-a-glance will often have increasing amounts of space available on the Council meeting agenda as the outlook gets further into the future. However, some of this is also explained by recent staff hires and their developing familiarity with Council workload. As newer staff increasingly get up to speed, their workload outlook and related demands come into greater focus. This usually means that workload naturally increases for newly-hired staff as they mature into their roles. In addition, the Council’s actions at the June meeting have added some workload around the subject of stock assessment process improvements that will require more time from staff officers, something which had not been contemplated as part of our 6-month workload forecast effort.



**Table 3. Percent of total Staff Officer time by program area (July through December forecast)**

When it comes to the Council’s program work, it is well-known that groundfish takes up most of our time. As shown in the figure above, the amount of time spent on groundfish is several orders of magnitude greater than the next largest program area (salmon). Coastal pelagic species is forecast to be higher over the next 6 months than usual, and this is because of the Fishery Management Plan amendment being explored by the Council and the ambitious schedule planned for that amendment. After coastal pelagic species, Cross-Fishery Management Plan comes in fourth, followed by highly migratory species and then halibut. Other topics draw a much smaller portion of staff’s program management time.

**Summary and Key Take-Aways**

Council staff time is fully taken based on our most recent workload forecast effort. In addition, Council action taken at this meeting, particularly around stock assessment process improvements, will fill any remaining capacity that appeared available prior to this meeting. Since this effort was first started roughly 2 years ago, workload demands on Council staff have come down to more sustainable levels. This is the result of a fully staffed office in addition to more diligence about workload planning and prioritization of tasks.

PFMC  
06/14/26