

1995 Operations Plan
for the
Recreational Fisheries Information Network
in the Southeastern United States
RecFIN(SE)

by: RecFIN(SE) Committee

September 1994

**1995 Operations Plan for the
Recreational Fisheries Information Network in the
Southeastern United States [RecFIN(SE)]**

January 1, 1995 to December 31, 1995

I. INTRODUCTION

The RecFIN(SE) is a cooperative state-federal marine recreational fisheries (MRF) data collection program. It is intended to coordinate present and future MRF data collection and data management activities through cooperative planning, innovative uses of statistical theory and design, and consolidation of appropriate data into a useful data base system. This operations plan implements the RecFIN(SE) Strategic Plan for 1995. All tasks will be completed dependent upon availability of funds.

II. MISSION AND GOALS

The mission of the RecFIN(SE) program is to cooperatively collect, manage, and disseminate MRF statistical data and information for the conservation and management of fishery resources in the Southeast Region¹ and to support the development and operation of a national program.

The four goals of the RecFIN(SE) are:

- planning, management, and evaluation of data collection and management activities;
- implementation of data collection activities;
- establishment and maintenance of a data management system; and
- support for establishment of a national program.

The goals and objectives of RecFIN(SE) are found in Appendix A.

¹The Southeast Region (the Region) includes Alabama, Florida, Georgia, Louisiana, Mississippi, North Carolina, Puerto Rico, South Carolina, Texas and the U.S. Virgin Islands

III. OPERATIONS

A. Data Collection and Management

Ongoing MRF surveys will be conducted by various state and federal agencies (RecFIN(SE) Committee 1993). The RecFIN(SE) Committee will review and evaluate progress towards integration of the surveys into the RecFIN(SE).

B. Committee and Work Group Activities (see Section F for membership)

The tasks below cover all 1995 objectives (see Section D).

Task 1: Annual Operations Plan, 1996 (Goal 1, Objective 3)

| | |
|---------------|--|
| Objective: | Develop 1996 Annual Operations Plan including identification of available resources, that implements the Strategic Plan. |
| Team Members: | RecFIN(SE) Committee. |
| Approach: | Through meetings and mail, the Committee will develop and complete an Annual Operations Plan for 1996. |
| Resources: | Travel/meeting costs, report costs, and inkind (time) and staff time. |
| Product: | 1996 Annual Operations Plan. |
| Schedule: | Annual Operations Plan will be drafted by mid/late summer 1995 and completed by the fall 1995. |

Task 2: Information Dissemination (Goal 1, Objective 4)

| | |
|---------------|--|
| Objective: | Distribute program information to cooperators and interested parties. |
| Team Members: | RecFIN(SE) Committee and staff. |
| Approach: | The Committee will distribute program information to cooperators and interested parties documented by a request log. Each committee member is responsible for maintaining a list of information distributed and providing that list to the RecFIN(SE) staff. |
| Resources: | Copy and mailing expenses and inkind (time) and staff time. |
| Product: | Development and distribution of a fact sheet concerning RecFIN(SE) and a report which compiles a record of information distributed and presentations given by the Committee and staff. |
| Schedule: | This task will be an ongoing activity. |

Task 3: Program Review of the RecFIN(SE) (Goal 1, Objective 5)

Objective: Conduct a formal external program review of the RecFIN(SE) to evaluate the effectiveness of the program in achieving the goals and objectives.

Team Members: RecFIN(SE) Committee

Approach: The RecFIN(SE) Committee, via the Marine Fisheries section of American Fisheries Society (AFS), will conduct a the program review. A written report will be prepared by the review team and presented to all the RecFIN(SE) signatory agencies, with a recommendation on the continuation of the RecFIN(SE).

Resources: Conference call costs, report costs, and inkind (time) and staff time.

Product: Program review report.

Schedule: This task will be completed by the fall of 1995 so the appropriate actions can be taken.

Task 4: Social/Economic Quality Assurance and Quality Control (Goal 2, Objective 3)

Objective: Identify and determine standards for sociological and economic data collection, including statistical, training, and quality assurance and quality control standards.

Team Members: Social/Economic Work Group.

Approach: Determine standards for collection and management of social and economic data. Review and expand the quality assurance and quality control document developed by the Biological/Environmental Work Group. This expanded document will encompass all quality assurance and quality control standards for the RecFIN(SE). Accomplished by conference calls, mail and possible meetings.

Resources: Travel costs, conference call costs, report costs, and inkind (time) and staff time.

Product: RecFIN(SE) Quality assurance and quality control report.

Schedule: This task will be completed by the 1995 fall meeting.

Task 5: Identification and Evaluation of Current Programs (Goal 2, Objective 4)

Objective: Identify and evaluate the adequacy of current programs for meeting RecFIN(SE) requirements.

Team Members: RecFIN(SE) Committee.

Approach: Evaluate reports from Biological/Environmental and Social/Economic Work Groups in relation to existing programs.
Resources: Travel/meeting costs, report costs, and inkind (time) and staff time.
Product: Report containing recommendations for MRF surveys.
Schedule: A report concerning the MRF surveys which were reviewed by the Committee will be produced by fall 1995. However, this task will be an ongoing activity as additional MRF surveys are reviewed.

Task 6: Coordination and Integration of Data Collection Efforts (Goal 2, Obj. 5)

Objective: Encourage coordination, integration, and augmentation, as appropriate, of data collection efforts to meet the RecFIN(SE) requirements.
Team Members: RecFIN(SE) Committee.
Approach: Communicate results of Task 5 to agencies conducting MRF surveys.
Resources: Travel/meeting costs, report costs, and inkind (time) and staff time.
Product: Communication and presentation of recommendations to ongoing programs.
Schedule: This will be an ongoing activity.

Task 7: Evaluation of Innovative Data Collection Technologies (Goal 2, Obj. 6)

Objective: To evaluate and recommend innovative data collection technologies.
Team Members: RecFIN(SE) Committee.
Approach: RecFIN(SE) members report to the Committee any new technologies which will aid in the collection of MRF data. Also, have appropriate personnel report to the Committee concerning such advancements.
Resources: Travel/meeting costs, report costs, and inkind (time) and staff time.
Product: Progress reports from NMFS and North Carolina concerning pen-based technologies.
Schedule: This will be an ongoing activity.

Task 8: Design, Implementation and Maintenance of Data Management System (Goal 3, Objective 3)

Objective: To design, implement, and maintain an MRF data management system to accommodate fishery management/research and other needs (e.g., trade and tourism).

Team Members: MRFSS staff, Data Base Work Group, Non-MRFSS Data Base Managers.

Approach: Design Oracle Data Bases for catch and trip estimates, and summarized intercept data bases for specialized needs such as bag limits and size distributions. Incorporate non-MRFSS data bases identified as high priority for inclusion in the MRF data management system. Place Oracle data bases and SAS intercept and telephone interview data bases on the NMFS IT-95 computer system which allows distributed processing to the NMFS Southeast Regional Office, Science Center and laboratories. Develop user-friendly, menu-driven access system to MRF Oracle/SAS data bases. Develop menu-driven Decision Support System allowing easy, standard queries and manipulation of the MRF data.

Resources: A NOAA ESDIM grant proposal was funded in 1994. Approximately \$95,000 is available to contract Oracle data base development work for a system analyst. The IT-95 contract also has requirements for migrating current high priority data bases to the IT-95 system. By March 1995, all data bases will be migrated and standardized to the new system. Integration of other data bases will begin being moved to the IT-95 system. The MRFSS data base is listed as high priority, but no decision on timing has been made yet. MRFSS staff time will be necessary, as well as from data base managers in charge of non-MRFSS data bases that are to be included in the MRF system. The Data Base Work Group and other committees within RecFIN(SE) will be consulted concerning design components throughout the development of the MRF system.

Product: MRF Data Base and software to access and use the data.

Schedule: Work on migrating MRFSS data bases to the IT-95 system began in 1994 and be completed in spring 1995. Development of the Decision Support System will begin in 1995.

Task 9: Standards/Protocols/Documentation for Data Management (Goal 3, Objective 4)

Objective: Develop standard protocols and documentation for data formats, input, editing, quality control, storage, access, transfer, dissemination, and application.

Team Members: MRFSS staff, Data Base Work Group, Non-MRFSS Data Base Managers.

Approach: Develop dial-up protocols for access to the MRF system by state personnel and other researchers. Menu-driven access to MRF Oracle/SAS data bases will provide quality control through standardized queries and summarization procedures. The Decision

Support System will provide quality control through standardization, with proper use of MRFSS data (weighting for unequal sample size, etc.). Continue development of MRFSS documentation and standardization of formats and codes of historical intercept, telephone and estimate data bases and incorporate them on-line in the MRF system. Develop documentation of non-MRFSS data bases as they are incorporated into the system. Develop MRF Metadata Data Base to help users properly interpret their results. Provide error-checking software on the MRF data management system.

Resources: MRFSS staff time, Data Base Work Group time, other RecFIN(SE) Committees, and staff time as needed.

Product: Standard protocols and documentation on-line on the MRF Data Management System. Published portions needed for access to the system.

Schedule: Documentation and standardization of MRFSS intercept and telephone historical data bases was begun in 1993. The final intercept format will be adopted by MRFSS staff by March 1995 and be available for distribution. Similar documentation of the telephone data base has just begun and will be finished by March 1995. Basic documentation of the catch and trip estimate data bases exists and will be updated when these data bases are placed on the MRF data management system. Standardization of variables will also occur then. Development of dial-up protocols and on-line documentation will depend on work identified under Task 8.

Task 10: Evaluation of Information Management Technologies (Goal 3, Objective 6)

Objective: To evaluate and recommend innovative, cost-effective information management technologies.

Team Members: Data Base Work Group.

Approach: Work group members will report to the Committee any new technologies which will aid in the management of MRF data. Also, industry personnel will report to the Committee concerning such advancements.

Resources: Travel/meeting costs, conference call costs, report costs, and inkind (time) and staff time.

Product: Progress reports.

Schedule: This will be an ongoing activity.

Task 11: Long-term National Program Planning (Goal 4, Objective 1)

Objective: Provide for long-term national program planning.
Team Members: RecFIN(SE) Committee.
Approach: The RecFIN(SE) Committee members, GSMFC staff and ASMFC staff will attend Pacific RecFIN and ASMFC Marine Recreational Fishery Statistics meetings and coordinate activities as appropriate. Accomplished by mail and meetings.
Resources: Travel/meeting costs, report costs, and inkind (time) and staff time.
Product: Record of coordination activities.
Schedule: The planning aspect of this task will be an ongoing activity.

Task 12: Coordination, Consistency and Comparability with Other RecFIN Programs (Goal 4, Objective 2 and Objective 3)

Objective: Coordinate RecFIN(SE) with other regional RecFIN programs and encourage consistency and comparability among regional programs over time.
Team Members: RecFIN(SE) Committee.
Approach: The RecFIN(SE) Committee members, GSMFC staff and ASMFC staff will coordinate activities with the Pacific States Marine Fisheries Commission and Pacific RecFIN on the West Coast. The MRFSS staff is revising data files and will get input from the RecFIN(SE) Committee. Distribute appropriate program results and recommendations to other RecFIN programs. Accomplished by mail and meetings.
Resources: Travel/meeting costs, report costs, and inkind (time) and staff time.
Product: Ensure adequate information exchange, consistency and comparability between all regional RecFIN programs and compilation of a record of information exchange.
Schedule: This task will be an ongoing activity.

C. Administrative Activities

Coordination and administrative support of RecFIN(SE) will be accomplished through administrative structures established in the Caribbean, Gulf of Mexico, and South Atlantic areas. Major tasks involved in the coordination and administration of the various levels of RecFIN(SE) include but are not limited to the following:

- Work closely with the RecFIN(SE) Committee in all aspects of program coordination, administration, and operation;
- Implement plans and program directives approved by the RecFIN(SE) Committee;
- Provide coordination and logistical support, including communications and organization of meetings for the RecFIN(SE) Committee, subcommittees, and work groups;
- Develop and/or administer cooperative agreements, grants, and contracts;
- Serve as liaison between the RecFIN(SE) Committee, other program participants, and other interested organizations;
- Assist the RecFIN(SE) Committee in preparation or review of annual spending plans;
- Prepare annual operations plans under the direction of the RecFIN(SE) Committee;
- Prepare and/or supervise and coordinate preparation of selected documents, including written records of all meetings;
- Distribute approved RecFIN(SE) information and data in accordance with accepted policies and procedures as set forth by the RecFIN(SE) Committee;
- Assist in the identification of regional and geographic needs that can be satisfied through RecFIN(SE) activities;
- Seek funding for RecFIN(SE) activities as the need develops; and
- Conduct or participate in other activities as identified.

D. Time Table for RecFIN(SE)

| | <u>1993</u> | <u>1994</u> | <u>1995</u> |
|----------------|-------------|-------------|-------------|
| Goal 1: | | | |
| Objective 1 | X | | |
| Objective 2 | X | | |
| Objective 3 | X | X | X |
| Objective 4 | X | X | X |
| Objective 5 | | X | X |
| Goal 2: | | | |
| Objective 1 | X | | |
| Objective 2 | X | X | |
| Objective 3 | X | X | X |
| Objective 4 | X | X | X |
| Objective 5 | | X | X |
| Objective 6 | | X | X |
| Goal 3: | | | |
| Objective 1 | X | | |
| Objective 2 | X | X | |
| Objective 3 | | X | X |
| Objective 4 | X | X | X |
| Objective 5 | X | X | |
| Objective 6 | | X | X |
| Goal 4: | | | |
| Objective 1 | X | X | X |
| Objective 2 | X | X | X |
| Objective 3 | X | X | X |

E. References

RecFIN(SE) Committee. 1993. Marine recreational fisheries data collection project summaries. REC93-2. Gulf States Marine Fisheries Commission, Ocean Springs. 78 pp.

F. Committee, Subcommittee, and Work Group Membership

RecFIN(SE) Committee

Steven Atran
Gulf of Mexico Fishery Management
Council

Graciela Garcia-Moliner
Caribbean Fishery Management Council

Lee Green
Texas Parks and Wildlife Department

Albert Jones
National Marine Fisheries Service
Southeast Fisheries Science Center

Jack Dunnigan
Atlantic States Marine Fisheries Commission

Wilson Laney
U.S. Fish and Wildlife Service

Henry "Skip" Lazauski
Alabama Department of Conservation
and Natural Resources

Ronald Lukens
Gulf States Marine Fisheries Commission

Bob Mahood
South Atlantic Fishery Management Council

Steven Meyers
Virgin Islands Division of Fish and Wildlife

Nick Nicholson
Georgia Coastal Resources Division

Joseph O'Hop
Florida Department of Environmental
Protection

Maury Osborn
National Marine Fisheries Service

Walter Padilla
Puerto Rico Department of Natural and
Environmental Resources

Thomas Schmidt
Everglades National Park

Ronald Schmied
National Marine Fisheries Service
Southeast Regional Office

Joseph Shepard
Louisiana Department of Wildlife and
Fisheries

Michael Street
North Carolina Division of Marine Fisheries

Thomas Van Devender
Mississippi Department of Marine Resources

Wayne Waltz
South Carolina Department of Natural
Resources

Administrative Subcommittee

Jack Dunnigan
Atlantic States Marine Fisheries Commission

Ronald Lukens
Gulf States Marine Fisheries Commission

Albert Jones
National Marine Fisheries Service
Southeast Fisheries Science Center

Maury Osborn
National Marine Fisheries Service
Silver Spring

Wilson Laney
U.S. Fish and Wildlife Service
South Atlantic Fisheries Coordination
Office

Walter Padilla
Puerto Rico Department of Natural and
Environmental Resources

Henry "Skip" Lazauski
Alabama Department of Conservation and
Natural Resources

Biological/Environmental Work Group

Albert Jones
National Marine Fisheries Service
Southeast Fisheries Science Center

Thomas Schmidt
South Florida Research Center
Everglades National Park

Lisa Kline
Atlantic States Marine Fisheries Commission

Tom Van Devender
Mississippi Bureau of Marine Resources

Steven Meyers
Virgin Islands Division of Fish and Wildlife

Wayne Waltz
South Carolina Department of Natural
Resources

Paul Phalen
North Carolina Division of Marine Fisheries

Ron Salz
National Marine Fisheries Service
Silver Spring

Data Base Work Group

Gerard Bruger
Florida Department of Environmental
Protection

Sylvia Cabrera
U.S. Fish and Wildlife Service
Division of Federal Aid

Paul Phalen
North Carolina Division of Marine Fisheries

Ken Savastano
National Marine Fisheries Service
Stennis Space Center

NMFS Representative
National Marine Fisheries Service
Silver Spring

Social/Economic Work Group

Steven Atran
Gulf of Mexico Fishery Management
Council

Jack Dunnigan
Atlantic States Marine Fisheries Commission

Steven Meyers
Virgin Islands Division of Fish and Wildlife

Ron Schmied
National Marine Fisheries Service
Southeast Regional Office

Mike Street
North Carolina Division of Marine Fisheries

APPENDIX A

RecFIN(SE) Goals and Objectives

Goal 1: To plan, manage, and evaluate a coordinated state-federal MRF data collection program for the Southeast Region.

Objective 1: To establish a RecFIN(SE) Committee consisting of MOU signatories or their designees to develop, implement, monitor, and evaluate the program.

Objective 2: To complete during the first year a three-year Strategic Plan that outlines policies and protocols of the program.

Objective 3: To develop annual operations plans, including identification of available resources, that implement the Strategic Plan.

Objective 4: To distribute program information to cooperators and interested parties.

Objective 5: To conduct a program review after two years of operation to evaluate the program's success in meeting needs in the Southeast Region.

Goal 2: To implement a coordinated state-federal MRF data collection program for the Southeast Region.

Objective 1: To identify the components of the fishery (modes, areas, etc.) and the required data priorities for each component.

Objective 2: To identify data elements (environmental, biological, sociological, economic) required for each fishery component.

Objective 3: To identify and determine standards for data collection, including statistical, training, and quality assurance and quality control standards.

Objective 4: To identify and evaluate the adequacy of current programs for meeting the RecFIN(SE) requirements.

Objective 5: To coordinate, integrate, and augment, as appropriate, data collection efforts to meet the RecFIN(SE) requirements.

Objective 6: To evaluate and recommend innovative data collection technologies.

Goal 3: To establish and maintain an integrated, centralized MRF data management system for the Southeast Region.

Objective 1: To identify the location and administrative responsibility for a centralized the RecFIN(SE) data management system.

Objective 2: To evaluate the current hardware, software, and communication capabilities of program partners and make recommendations for support and upgrades.

Objective 3: To design, implement, and maintain an MRF data management system to accommodate fishery management/research and other needs (e.g., trade and tourism).

Objective 4: To develop standard protocols and documentation for data formats, input, editing, quality control, storage, access, transfer, dissemination, and application.

Objective 5: To identify and prioritize existing historical data bases for integration into the centralized data base.

Objective 6: To evaluate and recommend innovative, cost-effective information management technologies.

Goal 4: To support the development and operation of a national program to collect, manage, and disseminate MRF information for use by states, territories, councils, interstate commissions, and federal marine fishery management agencies.

Objective 1: To provide for long-term national program planning.

Objective 2: To coordinate the RecFIN(SE) with other regional RecFIN programs.

Objective 3: To encourage consistency and comparability among regional programs over time.

