



New England Fishery Management Council

50 WATER STREET | NEWBURYPORT, MASSACHUSETTS 01950 | PHONE 978 465 0492 | FAX 978 465 3116
John F. Quinn, J.D., Ph.D., *Chairman* | Thomas A. Nies, *Executive Director*

MEMORANDUM

DATE: **October 27, 2015**
TO: Executive Committee
FROM: Tom Nies
SUBJECT: **Meeting Schedules**

1. Council members asked about the practice of scheduling Committee meetings on either Monday or Friday. Unfortunately, given the number of actions the Council is pursuing and the current approach of extensively using Committees, this seems unavoidable. While the staff tries to minimize meetings that start on Monday or Friday, it is inevitable that some will need to do so.

2. There are 260 weekdays in a year, but not all are available for meetings. After subtracting 20 days for Council meetings, 20 days for ASMFC meetings, 10 holidays, and 14 days for Christmas and New Year's, there are at best 196 possible days for holding meetings. Sixty percent, or 118 days, are on Tuesday-Thursday. This estimate does not take into account overlap with MAFMC meetings, stock assessment meetings attended by plan coordinators, conferences etc., nor does it take into account vacation time by staff and Council members. In addition, meetings tend to be clustered as Committees try to complete their work in time for Council meetings. October and early November are particularly problematic.

3. In 2015, the Council held 107 meetings (not including Council meetings; see Table 1). There were 24 meetings that started on a Monday or a Friday, but only four were Committee meetings; the rest were PDT, AP, public hearings, or other meetings.

4. In the first nine months of 2016, the Council held 90 meetings (Table 2). Ten began on a Monday or Friday, and four were Committee meetings.

Table 1 – 2015 Meeting Starting Days

Meeting	Mon	Tue	Wed	Thu	Fri
AP_CTE			1	1	
EBFM_HE CTE		1			
EBFM-CTE	1	1			
EBFM-PDT	1	2	5		
EM-WG			1		
GF-AP			2		
GF-CTE			1	3	
GF-PDT		4		1	
HAB-AP			1		
HAB-CTE	2	1	1	1	
HAB-PDT	1		1		1
HAB-PH		1	1		
HE_EBFM PDT	1				
HE-AP	1			1	
HE-CTE		1	1		1
HE-PDT		1	1	1	
HE-PH	2			1	1
ICCAT		1			
ICCAT - AP			1		
MF AP_CTE		1			
MF-CTE		1			
MF-PDT					2
OB-CTE	1			3	
OBSERVER_HE CTE			1		
PDT		1		1	
PH			1		
PH - GF	2	2		1	
PH-WH	1				
RAP				1	
RP-WG		1		1	1
RSC-CTE			1	1	
SC AP_PDT			1		
SC-AP		2	2	2	
SC-CTE			1	3	
SC-PDT		2	2		
SC-WG		1			
SK-PDT	1				
SSC	1	4	1		
TMGC			1	1	
TRAC	1				
WG		1			

Meeting	Mon	Tue	Wed	Thu	Fri
WH CTE_AP				1	
WH-PDT	1				
WH-PH	1	2			
Grand Total	18	31	28	24	6

Table 2 – 2016 Meeting Starting Days (through September 30)

Meeting	Sun	Mon	Tue	Wed	Thu	Fri
EBFM_CTE					1	
EBFM_PDT			2	1	1	
EBMF_CTE		1				
EBMF_PDT			1			
EXC		1	2			
GF_AP			1			
GF_CTE		2		2	3	
GF_PDT			3	2	1	
GF_RAP			1			
HAB_CTE			1		1	
HAB_PDT					1	
HE_AP			3	1		
HE_CTE				4	2	
HE_PDT		1	3			
HMS_AP			1			
ICCAT				1		
MF_AP				2		
MF_CTE			1		1	
NRCC			2			
PDT				1	1	
RPWG	1				1	
SC_AP			2	2		
SC_AP_PDT				1		
SC_CTE		1		2	2	
SC_PDT			3		4	
SK_AP			1			
SK_CTE				1		
SSC			1	2	1	
TMGC		1		2		1
TRAC			1			
VMS_CTE_AP				1		
WH_AP_PDT					1	
WH_CTE		1	1		2	
WH_PDT		1				
WH_PH				1		
Grand Total	1	9	30	26	23	1