



REVIEWER LETTER
PLEASE READ CAREFULLY

Dear Reviewer:

August 2016

The Alaska Board of Fisheries (board) will consider this book of regulatory proposals at its October 2016 through March 2017 meetings. The proposals concern changes to the state's fishing regulations submitted timely by members of the public, organizations, advisory committees, and Alaska Department of Fish and Game staff. With the exception of minor edits, and removal of Internet links and graphics, the proposals are published essentially as received. If you submitted a proposal and find the published version does not reflect your intent, please contact Boards Support as soon as possible. Boards Support will notify the board and public of proposer concerns through on-time public comment or record copies at the board meetings.

Proposal Information. Proposals are often presented as brief statements summarizing intended regulatory changes. In cases where confusion might arise or where the regulation is complex, proposed changes are also written in accordance to the Department of Law's drafting standards for proposed regulations. Under these standards, text additions to the regulation are **bolded and underlined** while deletions are [BRACKETED AND CAPITALIZED].

Reading all proposals in this book is encouraged. Proposals may have statewide application, affect one region or fishery of the state, or recommend change to multiple fisheries within an area or region.

The proposals are grouped by relevant meeting in the Proposal Index starting on page xiv. Within each meeting the proposals are organized by region, fishery, or species. Prior to each meeting, the board will finalize a "roadmap" to set the tentative order proposals are reviewed and deliberated on. With a roadmap in hand, the board will develop a meeting agenda to coordinate with the roadmap. The proposal book notes when a proposal will be heard at more than one meeting. Tentative agendas and roadmaps will be available approximately two weeks before the meeting starts.

Public Comment Requested. The board relies heavily on written comments and/or oral testimony on the effect of proposed changes. Public comment, in combination with advisory committee recommendations and ADF&G staff presentations, provide the board with critical biological and socioeconomic information. Written comments become public documents.

On-time public comment. The board accepts on-time public comment which must be received no later than the listed deadline (typically two weeks prior to a meeting - see the Tentative Meeting Schedule page vi). On-time comments are added to board member workbooks prior to the meeting, and posted on the Boards Support website in advance of the meeting. Boards Support also prepares an Index of

Comments which reflects support, opposition, or position of each public comment has on the proposals. Requirements include -

- Limited to the equivalent of 100 single-sided pages from any one individual or group per proposal.
- Must be received by mail, email, fax, in office, or through the Boards Support website. Submission information may be found through the web links or contact information at the top of this letter.
- Must be submitted to fit on 8½” x 11” paper with adequate margins for three-hole punching.
- If submitted through email, the proposal must be in Adobe PDF. Web links to YouTube or other video formats, spreadsheets, graphs, and Powerpoint presentations are not accepted.

Record copies. After the on-time public comment period closes, the board continues to welcome written comments as “record copies”. Record copies are accepted prior to and during the board meetings. Requirements include –

- Limited to an equivalent of 10 single-sided pages in length from any one individual or group per proposal until the board begins deliberations on proposals. Once deliberations start, record copies are limited to an equivalent of five single-sided pages in length.
- Prior to the start of a meeting, comments must be submitted by mail, fax, or hand delivered in office. After the start of a meeting comments must be submitted by fax or hand delivered at the meeting. Submission information is at the top of this letter.
- If submitted at a meeting, the submitter must provide the required amount of copies which may exceed 25 copies. The actual number of copies needed is posted at the meeting and may change throughout the duration of the meeting.
- Must be on 8½” x 11” paper with adequate margins for three-hole punching.

Public testimony. The board welcomes public testimony at each regularly scheduled regulatory meetings. Public testimony generally begins the first day of the meeting, extending as long as necessary to accommodate those in attendance. There is a sign-up deadline for each meeting as stated on the meeting agenda. At the discretion of the board chair, the public is generally allotted 3 minutes for testimony. Representatives from Fish and Game advisory committees, federal regional advisory councils, and the Pacific Northwest Crab Industry Advisory Committee are allotted 10 minutes.

Tips for Providing Comments. Please consider the following advice when providing input to the board.

1. Clearly state proposal number(s) and your position(s). Written comments should indicate the proposal number(s) to which the comments apply and should clearly indicate “support for” or “opposition to” the proposal. If the comments support a modification in the proposal, indicate “support as amended” with the preferred amendment in writing. Listing the appropriate Alaska Administrative Code (AAC) number is not essential.
2. Explain why. Help the board understand your recommendation by identifying factors to take into account when acting on a proposal. A brief description consisting of a couple of sentences on why you support or oppose the proposal is sufficient.
3. Keep comments brief. Board members are extremely busy. Clearly stating proposals and a position with supporting rationale will assist the board members.
4. Follow the requirements. Pages in excess of the page limit and comments not in the proper format will be discarded. Testimony greater than the allotted time will be cut short.
5. The sooner the better. As a practical matter comments submitted after the board begins deliberations are likely to receive less consideration than comments submitted earlier.
6. Write clearly. Whether typed or handwritten, use dark ink and write legibly. If making comments on more than one proposal, please do not use separate pages for each proposal - simply begin the next set of written comments by listing the next proposal number.

7. Use the committee process. The board utilizes “committees” throughout its meetings as a way to receive much greater detail from the participating public. If you are able to participate throughout a meeting, public testimony should be tailored to encompass major items of importance. Fine details may be reserved for committee work.
8. Be polite. Please refrain from using derogatory language about another member of the public, ADF&G staff, or board members during public testimony or in written comments. If language used is found to be excessively inflammatory, written material may be redacted and public testimony may be cut short.

Advisory Committees. Advisory committee members should refer to the Advisory Committee Manual for additional information on providing public comment to the board. Most importantly, the recommendations submitted must be in the format prescribed by the board. Check with board staff for the latest format. When providing public testimony be sure to hit the highlights. Expressing minority opinions is helpful to the board. Simply reading off proposal numbers and committee recommendations is difficult for the board to follow. Provide commentary. Finally, minutes should note the number of committee members in attendance as well as other stakeholders in attendance during meetings. Remember, advisory committee recommendations must be developed at a meeting that complied with the Open Meetings Act (AS 44.62.310).

Additional Instructions for Advisory Committee Chairs. Advisory committee chairs are responsible for calling committee meetings to review relevant proposals and providing recommendations. In order to efficiently budget and provide for travel, pre-planning is essential. Chairs are to review this proposal book and identify to Boards Support by November 15 if they anticipate their advisory committee might attend a meeting. Failure to provide early notice may prevent the advisory committee from traveling should adequate funding be unavailable.

SPECIAL NOTES: The board applies various statutes and policies when considering proposals. When addressing proposals affecting subsistence uses, the board provides for a reasonable opportunity for subsistence consistent with Alaska Statute 16.05.258 and regulation 5 AAC 99.010(b). When addressing allocations among commercial, sport, guided sport, and/or personal use fisheries, the board applies its Allocation Criteria (AS 16.05.251(e)). When addressing salmon fisheries, it may apply the Mixed Stock Salmon Policy (5 AAC 39.220) and the Sustainable Salmon Fisheries Policy (5 AAC 39.222). You may wish to review these statutes, regulations, and policies when preparing comments for the board. See the board’s website for more information or call Boards Support staff listed in this book to learn more about the board process.

Persons with a disability needing special accommodations in order to comment on the proposed regulations should contact the Boards Support Section at (907) 465-4110 no later than two weeks prior to the scheduled meeting to make any necessary arrangements.

Thank you for taking an active role in Alaska’s fisheries management regulatory process.

Sincerely,



Glenn Haight
Executive Director