

DMSWG January 7, 2009 Telephone Conference Summary (1:30-3:00 PM Eastern)

WG Member	In Attendance	Not In Attendance
Albert Jones		X
Anjel Lewis	X	
Bruce Joule		X
Carlos Rivero		X
Chad Hanson		X
Dennis O'Hern		X
Geoff White	X	
Gregg Bray	X	
Gretchen Jennings	X	
Henny Winarsoo		X
Kathy Knowlton	X	
Lauren Dolinger Few	X	
Mike Quach	X	
Patty Zielinski	X	
Ricky Gease	X	
Risa Oram	X	
Scott Sauri	X	
Tina Chang	X	
Tom Si		X
Vivian Matter	X	
Wade Van Buskirk	X	

Also in attendance: Preston Pate.

This conference call was paired with a WebEx session.

K. Knowlton shared good news from Chad Hanson that as of January, he will now be working as a senior policy analyst on the End Overfishing Campaign with the Pew Environmental Group. His contact information has already been updated and uploaded to the collaboration tool (under the main WG folder, file "DMSWG members contact info"). Chad hopes to stay involved with the WG, but immediate involvement will be minimal.

Action Item: K. Knowlton will check with Beverly Sauls of FWC for potential replacement for Chad on DMSWG. DONE

K. Knowlton asked if there were any questions or comments from the following two conference call summaries provided in the email prior to today's call: 10/22/08 WG and 12/5/08 WG Chairs. There were no questions.

W. Van Buskirk provided an update on Project 3: Pacific RecFIN website redesign. From mid-November through early December, an RFP was written, offered for review to Pac RecFIN committee members as well as the DMSWG, and released for bid. The RFP included both Phase 1 (website redesign with open source content management system

supporting increased user function and flexibility) and Phase 2 (open source design query revision/development including standard, ad hoc and metadata query availability with increased ease for users). The results of the RFP were disappointing. Local companies which PSMFC hoped would bid did not, while those companies that did bid submitted sub par proposals that were either boilerplate in nature and did not adequately address the issues, or were likely to be subcontracted out of the country. Wade speculates that the RFP response time may have been too short (~2 weeks), the November and December holidays were bad timing, and/or the RFP itself may not have been concise enough to allow more specific proposals. He sent letters to those vendors that submitted proposals indicating no contracts would be awarded.

Wade has designed a new approach for securing a contractor. Rather than an RFP, PSMFC plans to solicit bids from just a few local vendors they feel have the skills required. The two phases of the project will also be split, such that the first round of bids is limited to the Phase 1 content management portion. He is rethinking the site design in more detail prior to the bid request, considering agile software development, and hopes to have a new plan within a few weeks.

Comments and questions from WG members:

- several had worked with agile software development and offered their experience
- M. Quach questioned whether results from this project were going to be used for the entire MRIP, potentially limiting other regions, as well as questioning why our WG was discussing a project limited to just the Pacific States. K. Knowlton reviewed the history of the limitation placed on the PSMFC to spend acquired funds on MRIP projects, their time-sensitive need for web and query redesign, and recommendation from D. Van Voorhees that our WG “sponsor” the project, act as a sounding board, offer advice if any WG members had similar experience, and “lessons learned” particularly related to the query development and end-used interface issues similarly facing our WG.
- Wade expressed a greater need for assistance from folks like L. Dolinger Few and S. Sauri on the Phase 2 query-building portion, not so much on Phase 1. He has reviewed several of the querying tools NMFS already uses and wants to coordinate with them to design potentially similar tools for the Pacific States.
- M. Quach suggested keeping most of the discussion of Project 3 to a smaller group of WG members rather than the entire WG.

S. Sauri provided an update on the recent activities initiating Project 2. Since November, an updated tasks list and schedule was submitted to R. Andrews (already posted to collaboration tool, within Project 2 folder, file “Project 2 Tasks and Schedule”), and the project teams were updated, incorporating what was previously a separate task of information management into Project 2, such that there are now THREE subteams:

1. Information Architecture (IA Subteam)
2. Code Standardization
3. Database Standardization

The IA Subteam has conducted two conference calls (12/18/08 and 12/29/08), and decided to jump start the project with a workshop January 13th and 14th at S/T

Headquarters in Silver Spring, MD. NMFS staff H. Winarsoo, L. Dolinger Few, S. Sauri and T. Chang, as well as G. White and K. Knowlton will attend in person, while G. Jennings and W. Van Buskirk will teleconference. G. Bray will also join (via teleconference) to represent the Gulf Region, and R. Andrews will attend (in person) to offer guidance and keep the team's efforts coordinated with overall MRIP plans.

Major points planned for discussion were outlined in S. Sauri's 12/18/08 IA Subteam conference call agenda (already posted to collaboration tool, Project 2 folder, then Task 1 subfolder, file "DMSWG-2 IA Agenda"). On the 12/18/08 subteam conference call, it quickly became apparent that there was neither consensus nor clarity between members on the overall goal and scope of this project. Later discussions produced a more narrow view, most likely focusing on catch and effort first, with biological, socio-economic, etc. later. Potential issues include whether to upload raw data or estimates, how much of FIS can be used, and an updated project plan is needed for the FY09 February 28th deadline.

M. Quach asked whether members from the Design and Analysis WG (DAWG) were involved in the workshop since much of the briefing sounded like design work. K. Knowlton indicated that part of the reason for R. Andrews attending is to raise issues that overlap with other WG's or are outside the scope of the OT's expectations for this project. Also, we are planning the design of the database integration, not the design of how the actual surveys are conducted or estimates generated.

K. Knowlton reviewed the two files pertaining to the OT's request for FY09 proposals.

Action Item: K. Knowlton will upload two files related to the OT's FY09 proposal requests (under the Projects folder, then RFP documents subfolder, file "FY09 OT Funding Priorities Text" and "FY09 OT Funding Priorities Spreadsheet"). DONE

M. Quach's earlier requests for regional control of telephone surveys will be conducted through S/T and DAWG. S/T will also lead efforts related to more timely wave and final estimates. K. Knowlton reminded members that some of them had shown interest in this issue in the past, and their names (based on the project teams spreadsheet) would be forwarded to R. Andrews for potential involvement in FY09.

Action Item: K. Knowlton will forward list of WG members assigned to the "evaluate timeliness of data availability" task to R. Andrews for later consult. DONE

FY09 Project Proposal related to "Determine requirements and scope of an integrated recreational fisheries information database" will likely be handled through the Project 2 IA Subteam, with the potential for a draft following the January 13-14 workshop, followed by circulation throughout the entire WG.

The other primary FY09 request directly involving our WG is "Enhancement of quality assurance / quality control procedures" and includes "To include documentation and recommendations of 'best practices' for interviewing protocols, QC procedures and

interviewer training procedures.” This endeavor will likely require additional NEW project members, in addition to those WG members already listed on the team membership spreadsheet (B. Joule, D. O’Hearn, G. Bray, K. Knowlton, M. Quach and P. Zielinski). W. VanBuskirk and A. Lewis agreed to be added. K. Knowlton had already called Patty the previous day to request she become project leader, to which she agreed (thank you!!!).

Action Item: K. Knowlton will upload newest version of task team membership spreadsheet to the collaboration tool (under the Projects folder, file “Task Teams”), with recent changes indicated in red. DONE

Action Item: All WG members are tasked with providing suggestions for new project team members for the upcoming FY09 QA/QC project. Feel free to contact the person whom you believe would be a good candidate to first ask if they are interested and have time availability. Then, forward their contact information to P. Zielinski by end of January.

M. Quach wondered whether the members of this project team already have a detailed understanding of the various regions’ current QA/QC issues/problems, and suggested either conference calls or an in-person meeting to discuss. Patty indicated that opinions would be solicited from all sectors. W. Van Buskirk indicated interest in the issue of better documentation for current surveys.

K. Knowlton offered for the group’s review a Word file containing various charges to the WG in terms of the OT’s expectations. She originally compiled this document in an attempt to more clearly understand with what folks outside our WG tasked us. Excerpts are from the 2007 Work Plan and St. Pete workshop materials, as well as MRIP website. New additions are from the October 2008 Implementation Plan.

Action Item: K. Knowlton will upload the file describing charges to the DMSWG to the collaboration tool (under the DMSWG folder, file “DMSWG charges & responsibilities”). DONE

K. Knowlton requested that Project 2 IA Subteam members stay on the phone for final plans related to next week’s workshop. S. Sauri will provide WebEx and conference call information.