

Great Lakes Fish Health Committee

Terms of Reference

Committee Name

Great Lakes Fish Health Committee

Area of Concern

For deliberations of this committee, the area of concern is as defined in the 1954 Convention on Great Lakes Fisheries: “Lake Ontario (including the St. Lawrence River from Lake Ontario to the 45th parallel of latitude), Lake Erie, Lake Huron (including Lake St. Clair), Lake Michigan, Lake Superior and their connecting waters...” It also includes the tributaries of each of the above waters to the extent necessary to ensure good fish health in the Great Lakes basin and fish production operations that may influence fish health in the Great Lakes basin.

Committee Purpose

Established in 1973 under Article VI of the Convention on Great Lakes Fisheries between the United States and Canada, the Great Lakes Fish Health Committee serves as the instrument of the Council of Lake Committees (CLC) to support regional efforts in the Great Lakes basin to prevent introduction and dissemination of communicable fish diseases by:

- (i) Recommending and fostering conduct of research and studies related to fish health and disease control;
- (ii) Recommending and coordinating measures which minimize risk of introduction and dissemination of communicable fish diseases; and
- (iii) Preparing for publication scientific and other information related to fish health protection.

Meeting Schedule

The committee shall meet at minimum annually with meetings in the winter and summer the normal business schedule. The winter meeting shall be sufficiently in advance of the

annual April meeting of the CLC to allow for the preparation of material, reports, and recommendations for CLC review and action. The summer meeting shall be sufficiently in advance of the annual October meeting of the CLC to allow for the preparation of material, reports, and recommendations for CLC review and action. Special committee meetings may be convened by the chair to deal with urgent items of business.

Membership

Committee membership consists of up to two representatives appointed by each agency signatory to *A Joint Strategic Plan for Management of Great Lakes Fisheries*. Frequently, agency delegations consist of a fish health specialist and an administrator associated with hatchery operations. Technical advisors approved by the committee will be invited to provide specialist expertise as required to enhance the work of the committee.

Officers

The officers consist of a chair and a vice-chair. The Great Lakes Fish Health Committee will, at the first meeting of any odd-numbered year, elect a vice-chair for a 2-year term from among the members. The existing vice-chair will become the new chair, also to serve a 2-year term. If, after selection, the vice-chair must resign, a new vice-chair shall be selected by the committee. If the chair must resign, the vice-chair will assume the role of the chair and a new vice-chair shall be selected. Prior to the first meeting of each odd-numbered year, the chair shall solicit nominations for a new vice-chair from the membership and report those nominations for consideration by the committee.

Role of the Secretariat

A member of the Secretariat shall serve in a formal liaison capacity between the CLC and the committee. The Secretariat assists the committee in the development of meeting agendas, meeting arrangements, and the preparation of briefing materials, reports and minutes.

Decisions and Minutes

The business of the committee shall be conducted by consensus. When consensus cannot be achieved, the concerns of all members shall be described in the committee's report to the CLC. Minutes of meetings will be taken by a representative of the agency hosting the meeting.

Working Groups

With the approval of the committee, working groups may be appointed by the chair to undertake and coordinate special studies related to committee activities.

Reporting

The chair will furnish detailed reports of committee meetings to all members and to the CLC. Reports on fish health matters, and committee recommendations for CLC approval, will be presented at meetings of the CLC as appropriate.

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