

Terms of Reference

For the

Lake Superior Technical Committee

Committee Name: Lake Superior Technical Committee (LSTC)

Function and Scope: The LSTC shall conduct work assignments as requested and prioritized by the Lake Superior Committee (LSC). The LSC will consult with the LSTC to establish and maintain clear work objectives, prioritize tasks, and establish a product-reporting format. The LSTC may invite resource persons or establish a specialized Task Group to address an issue(s) that requires attention beyond the scope of normal LSTC activities. The LSTC may also form internal “working groups” (ad hoc or permanent sub-committees) as the members deem necessary to fulfill their ongoing, technical advisory responsibilities.

Membership and Participation:

Chairman: A chairperson may be selected from any LSTC member agency, and in no particular sequential order of agencies. A chairperson will be expected to serve a minimum term of three years. At the expiration of the term of service, the LSC will solicit a volunteer from the LSTC member agencies to serve as Chair, or if agreed upon by the LSC, the existing Chair may serve for an additional specified timeframe. If there are no volunteers among LSTC members to serve as chairperson, the current vice-chair will assume the role of Chair and a new Vice-chair must be provided by the next member agency in the rotation (*see Rotation of Chair/Vice-chair*).

If a chairperson is unable to complete a three-year term, the LSC will request a volunteer from the member agencies to serve as Chair. If there are no volunteers from LSTC member agencies, the Vice-chair will assume the role. The three-year rotational schedule will reset whenever a volunteer or Vice-chair assumes the duties of Chair, and the next agency in rotation will provide a new Vice-chair.

This selection process is intended to distribute the workload among all participating agencies, while at the same time providing an opportunity to individuals and agencies to serve as the chair of the LSTC if so desired.

Vice-chair: The Vice-chair will be provided by the next member agency as specified in the *Rotation of Chair/Vice chair* section below. The role of the Vice-chair is to assist the Chair of the LSTC and serve as Chair *pro-tem* as appropriate. If the current Chair cannot continue in that role, and/or if there are no volunteers among LSTC member agencies to assume the role of Chair, the Vice-chair will assume the role of Chair.

Member agencies: Member agencies shall be signatory to the “*Joint Strategic Plan for Management of Great Lakes Fisheries*”.

- A single representative from the following State and Provincial fishery management agencies;
 - * Michigan Department of Natural Resources
 - * Minnesota Department of Natural Resources
 - * Ontario Ministry of Natural Resources and Forestry
 - * Wisconsin Department of Natural Resources

- A single representative from the Great Lakes Indian Fish and Wildlife Commission (GLIFWC) and each of the following GLIFWC member tribes;
 - * Bad River Band of Lake Superior Chippewa Indians
 - * Bay Mills Indian Community
 - * Fond du Lac Band of Lake Superior Chippewa Indians
 - * Keweenaw Bay Indian Community
 - * Mole Lake Band of Lake Superior Chippewa Indians
 - * Red Cliff Band of Lake Superior Chippewa Indians

- A single representative from the 1854 Authority and each of the tribes that compose the Authority;
 - * Grand Portage Band
 - * Boise Forte Band

- A single representative from the Chippewa Ottawa Resource Authority (CORA) and each of the five Tribal governments that compose CORA;
 - * Bay Mills Indian Community (same representative listed under GLIFWC)
 - * Grand Traverse Band of Ottawa and Chippewa Indians
 - * Little Traverse Bay Bands of Odawa Indians
 - * Little River Band of Ottawa Indians
 - * Sault Ste Marie Tribe of Chippewa Indians

- A single representative from each of the following agencies / research organizations;
 - * USFWS Fishery Resource Office – Ashland
 - * USFWS Sea Lamprey Control
 - * USGS Great Lakes Science Center
 - * DFO Sea Lamprey Control
 - * DFO Fishery Management/Research

Resource Persons: The LSC or the LSTC chairperson may invite any interested individuals with needed expertise to attend meetings and participate in LSTC activities, but these individuals shall not participate in consensus decision-making.

Rotation of Chair/Vice-chair:

Vice-chairs will rotate after the annual Lake Committee meetings in March to coincide with the change of chairperson of the LSTC (e.g. every three years), in the following order (rotation beginning March 2018):

- * Michigan Department of Natural Resources
- * Ontario Ministry of Natural Resources and Forestry
- * USGS
- * USFWS
- * GLIFWC (or one of its member tribes)
- * 1854 Authority (or one of its member tribes)
- * Wisconsin Department of Natural Resources
- * CORA (or one of its member tribes)
- * Minnesota Department of Natural Resources
- * DFO

Agency and member commitments: To ensure accomplishment of Lake Committee objectives and assignments, agencies are encouraged to commit appropriate personnel and resources to LSTC activities in their annual agency work plans. All members and resource persons are expected to participate in LSTC assignments in an equitable manner, and in a manner conducive to their expertise and their agency's interest in a particular issue.

Consensus: Consistent with terms of the *Joint Strategic Plan for Management of Great Lakes Fisheries*, the LSTC shall operate under a consensus format. In this regard, there is no formal voting mechanism. The LSTC is encouraged to work toward consensus, but if consensus cannot be achieved, the LSTC shall present the varying opinions or positions to the LSC for resolution.

Frequency of Meetings: The LSTC is encouraged to meet at least twice annually. More frequent meetings or conference calls may be needed to address issues that require urgent and/or timely action.

Authorization:

Steve Hewett, Lake Superior Committee chair
January 22, 2018

Terms of Reference
for
Specialized Task Groups
of the
Lake Superior Committee

Name: [Specify] Task Group

Membership:

Chairman: The Lake Superior Committee (LSC) will appoint a chairman from one of the participating governmental agency or resource entities.

Members: An unspecified number of governmental agency personnel or resource persons may participate. The Task Group chairman, in consultation with the LSC, will establish the size and composition of the Task Group recognizing, however, that all governmental agencies represented on LSTC may have at least one representative on the Task Group.

Resource Persons: The LSC or Task Group chairman may invite any number of individuals from governmental agencies, universities, or other organizations that have needed expertise.

Agency Commitment: The level of agency commitment will reflect the magnitude and urgency of the issue(s) to that particular agency. All LSTC member agencies are encouraged to participate, but it is recognized that some issues addressed by Task Groups may be of lower importance to some agencies.

Function and Scope: Task Groups will conduct specialized assignments as requested by the Lake Superior Committee. The Task Group chairman will consult with the LSTC chairman and/or the LSC to establish clear work objectives, timelines, and establish a product-reporting format.

Coordination: The Task Group chairman will coordinate activities and present progress reports to the LSTC pursuant to timelines established by the LSC.

Frequency of Meetings: Task Group will meet as often as deemed necessary by the Task Group or the LSC.