

Oregon Chapter of the American Fisheries Society
Work Plan Fiscal Year 2015-16
(May 1, 2015 - April 30, 2016)

Mission

Improve the conservation and sustainability of Oregon fishery resources and their aquatic ecosystems for long-term public benefit by advancing science, education, and public discourse concerning fisheries and aquatic science and by promoting the development of fisheries professionals.

Situation: The 2015-2016 fiscal year will be an exciting period for Oregon Chapter of the American Fisheries Society (Chapter). The Chapter will be led by an energetic Executive Committee (ExCom) that is motivated to continue the Chapter's pursuit of excellence. As part of this effort, Chapter members and ExCom are participating in the planning for the 145th Annual Meeting of the American Fisheries Society (AFS) to be held in Portland, Oregon. The Chapter with Western Division AFS, as co-hosts of the annual meeting, will welcome fisheries professionals from around the world to the Rose City. Not only does the Portland 2015 meeting provide Chapter members with an opportunity to introduce colleagues to the Pacific Northwest, the meeting also affords our members the chance to demonstrate the attributes that make The Oregon Chapter exceptional.

Response: Since the Great Recession of 2007-2009, the Oregon economy has slowly improved. In light of improving economic conditions, the Chapter remains cognizant of on-going state and federal natural resource agencies funding challenges and how budgetary constraints affect Chapter members. Despite these continuing economic constraints, the Chapter will use the Portland meeting to build on recent successful events including the Chapter's 50th Annual Meeting and the Hatchery vs. Wild Salmonid Symposium to offer our members the opportunity for professional development, networking, and mentoring of young professionals. To achieve these goals, the Chapter will continue to provide training through workshops; information exchange through the annual meeting, website, social media, and list-serve; and award scholarships to assist our future generations. The Chapter will continue to encourage participation in meetings and other Chapter activities from federal, tribal, state, private, non-governmental and academic institutions to increase and maintain a vibrant membership.

To accomplish our mission and serve our members, the Chapter's goals (#) and objectives (##) as stated in the Strategic Plan for 2014-2019, and the actions (a, b, etc.) planned to achieve them during FY 2015-16 are as follows:

1. Develop programs that advance understanding of fishery science and responsible stewardship of fishery resources.

1.1 Host high-quality annual meetings.

- a) The Chapter is co-hosting the 145th Annual Meeting of the American Fisheries Society and 51st Annual Meeting of the Oregon Chapter of the American Fisheries Society, August 16-20, 2015 in Portland. Chapter members, past ExCom officers, and current ExCom officers are involved with all levels of meeting planning.

- b) The Chapter will host its 52nd Annual Meeting in Seaside in February 2016. Following the AFS Annual Meeting in August, ExCom anticipates that attendance will be lower than usual for an ORAFS annual meeting. The meeting format and content will be adjusted accordingly. With the coastal meeting location, the Chapter will pursue sessions that emphasize marine, estuarine, and coastal community issues to attract local participation. This focus will complement sessions from recent successful meetings.
 - c) ExCom will set meeting registration fees in accordance with expected meeting costs, sponsorship revenue, and registration revenue. Improved fiscal responsibility is one of ExCom's goals for the coming fiscal year.
- 1.2 Host workshops as part of annual meetings and/or as stand-alone events.
- a) Host workshops during the 2016 annual meeting to provide current and relevant training to our membership.
- 1.3 Sponsor and support other groups and organizations workshops, events, and trainings that meet the mission of the Oregon Chapter.
- a) Research and network with appropriate organizations that complement the ORAFS mission (e.g., U.S. Fish & Wildlife Service, The Wildlife Society, Oregon Watershed Enhancement Board, Salmon and Trout Enhancement Program, Oregon Conservation Leaders, and Oregon Conservation Plan).
 - b) Maintain an AFS/TWS liaison between the ORAFS and TWS on issues relevant to both organizations.
- 1.4 Connect members with opportunities to participate in regional and national fishery events and activities through our newsletter, website, and social media platforms.
- a) Advertise regional and national events, activities, and volunteer opportunities via the Piscatorial Press (PP), ORAFS website, and social media platforms including ORAFS Facebook page.
 - b) Assess other innovative means for connecting with the membership including push notifications, Twitter, and short message service (SMS, text) notifications. Innovative platforms provide opportunity to connect with younger fisheries professionals who are proficient in alternative means of digital communication.
 - c) Advertise ORAFS events in *Fisheries* magazine and on the AFS and WDAFS websites.
 - d) Encourage attendance to AFS and WDAFS annual meetings including the Portland 2015 annual meeting.

- i. Provide financial support for ExCom officers to attend the 2015 AFS Annual Meeting to represent ORAFS.
 - ii. Provide financial support to the President (or designee) to attend the Western Division mid-year retreat and the WDAFS annual retreat.
 - iii. Encourage members to attend the 2015 AFS Annual Meeting in Portland and 2016 ORAFS Annual Meeting in Seaside.
 - e) Provide \$1,500 in financial support for publications, meetings, and workshops that align with the ORAFS mission.
 - f) Provide \$1,000 to support publication of the “Fishes of Oregon” book.
- 1.5 Connect members with opportunities to publish and present scientific findings in appropriate forums through our newsletter, website, and social media platforms.
- a) Members will have the opportunity present oral papers and posters at the 2015 AFS Annual Meeting and the 2016 ORAFS Annual Meeting.
 - b) Members will have the opportunity to contribute to Chapter position papers on current topics.
- 1.6 With Western Division, host the 2015 AFS National Meeting in Portland.
- a) Continue to assist the 2015 national planning committee with meeting planning needs. Chapter members, past ExCom officers, and current ExCom officers are involved with meeting planning.
- 1.7 Actively consider hosting Western Division AFS meeting in 2018 or 2019.
- a) Contact Western Division AFS to understand the process and timeline of hosting the Western Division meeting in Oregon.
- 2. Advocate policies and laws that benefit the conservation and sustainability of Oregon fishery resources and their aquatic ecosystems.**
- 2.1 Maintain a presence in the Oregon legislative process and subsequent development of administrative rules by contracting a legislative liaison and keeping an active legislative external committee.
- a) Review the cost-benefit of maintaining a legislative liaison in Salem to track bills that are important and relevant to the Chapter, provide weekly or monthly reports and suggestions as warranted.
 - b) Respond orally or in writing, as appropriate, to Oregon legislative actions, and to local, state, or federal policies that affect conservation and sustainability of Oregon fishery resources.
 - c) Continue to coordinate with legislative liaison and external committee chairs to develop or update white papers to support or refute legislative bills that are relevant to the Chapter’s interests.

- 2.2 Maintain awareness of and ability to respond to policies developed for use by fishery managers at local, state, and federal levels. Coordinate with Chapter external committees and/or membership to respond orally or in writing when appropriate.
 - a) Implement 2.1.
 - b) Participate in forums focused on Oregon natural resource and conservation policies, such as the Oregon Conservation Leader's meeting and the Oregon Conservation Strategy update.
 - c) Encourage participation in and increase activity of external committees to address relevant topics and issues.
 - i. Under the direction of the External Director, develop and complete annual work plans for each external committee.
 - ii. Continue to re-evaluate external committee meeting structure to maximize participation.
 - d) Review regional and national-level information from AFS and other sources for potential action by ORAFS.
- 2.3 Inform members through our newsletter, website, listserv, and social media platforms regarding opportunities to make personal contact with their local decision makers and volunteer their expertise.

3. Increase public awareness, understanding, and appreciation of fishery resources amongst chapter members and the general public.

- 3.1 Ensure that resources are available to assist and promote fishery and aquatic education in schools, and maintain and update education materials as needed.
 - a) Promote involvement of Oregon youth in the Hutton Junior Fisheries Biology Program.
 - b) Advertise and promote ORAFS Education and Outreach grant to local schools. Award two, \$1,000 grants for 1) participation grant for K-12 school, and 2) education material project grants.
 - c) Sponsor up to two teachers who need assistance to attend the 2016 Seaside annual meeting or related professional fisheries workshop. Total award not to exceed \$1,000.
- 3.2 Maintain a user-friendly web page and an active presence amongst appropriate social media platforms.
 - a) Periodically update the website including home page photos to maintain user interest.
 - b) Distribute features of interest, appropriate employment announcements, and information on conferences via the Piscatorial Press and ORAFS listserv.

- c) Use the ORAFS Facebook site to promote ORAFS and update the membership on ORAFS activities.
- 3.3 Utilize social media platforms consistent with the Chapter's social media policy.
- 3.4 Participate in public forums to promote well-reasoned policies that maintain and enhance fishery and aquatic resources.
- 3.5 Advertise and promote nominations for Chapter awards amongst members of the general fisheries and aquatics community.

4. Promote development of fishery and aquatic science students.

- 4.1 Provide competitive scholarships to student candidates.
 - a) Solicit and award (if warranted) four student scholarships of \$2,000 each at the annual meeting – one scholarship each for a Community College student, B.S. candidate, M.S. candidate, and Ph.D. candidate.
 - b) Solicit and award (if warranted) the Carl Bond Memorial Scholarship (up to \$5,000)
 - c) With students' permission, publish winning presentations on website and require submission to Piscatorial Press. Provide Piscatorial Press editor with list of scholarship winners.
- 4.2 Encourage participation of students in annual meetings by offering cost-effective attendance options as well as events that facilitate interactions between students and fisheries professionals.
 - a) Develop a student volunteer program that will provide clear direction in regards to the number of student volunteers needed, specific tasks and duties, and expectations. In exchange for service, students may receive reduced and/or free registration and/or free lodging for the annual meeting.
 - b) Maintain better accounting regarding volunteer participation and annual meeting costs.
- 4.3 Outreach with Oregon colleges and universities with fishery, aquatics, and environmental programs with opportunities for students to participate in the Chapter.
 - a) The Vice President will be responsible for notifying relevant fishery, aquatics, and environmental program departments regarding the annual meeting, scholarship opportunities, and award opportunities. The Vice President will act as a liaison between the Chapter and programs to promote ORAFS and recruit new members. Relevant programs are supported at Oregon State University, Portland State University, University of Oregon, Oregon Health Sciences University, Western Oregon University, Southern Oregon University, and Mt. Hood Community College.

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- 4.4 Support a student subunit and encourage new members from diverse backgrounds and fields of study.
 - 4.5 Encourage and promote active participation in the Oregon Chapter student subunit.
 - a) Maintain student representative as a member of the ExCom.
 - b) Provide \$2,000 in funding support to student subunit to encourage student participation and interaction with Chapter professionals.
 - c) Promote more interaction with students at and outside of annual meeting.
 - 4.6 Maintain a portion of the web page that advertises career opportunities for students and young professionals.
 - a) Ensure that career opportunities website have active and updated links.
 - b) Use Chapter listserv to notify students and young professionals of employment and professional development opportunities.
 - 4.7 Establish and refine a mentorship program between students and Chapter members.
 - a) Plan a mentor-student mixer for the 2016 Annual Meeting.

5. Support and encourage development of professional members.

- 5.1 Maintain a portion of the web page that supports professionals through information exchange.
 - a) Post annual meeting and workshop abstracts to the website.
- 5.2 Maintain a portion of the web page that advertises career opportunities.
 - a) Ensure that web links have active and updated links.
 - b) Maintain a job announcement page.
- 5.3 Support and encourage member participation in the AFS professional certification program.
 - a) Provide reimbursement of up to 3 professional certifications (first come first served).
 - b) Maintain link from ORAFS website to AFS Professional Certification Program webpage, and promote in the Piscatorial Press.
- 5.4 Offer fish-out-of-water waivers to provide cost-effective options for young professionals and members without financial support to attend annual meetings.
 - a) Develop FOOW policy for annual meetings and workshops.
 - b) Offer five (in aggregate) FOOW registration waivers for 2016 Annual Meeting.
 - c) Provide travel support to the 145th Annual Meeting of the American Fisheries Society. Provide a \$500 match to WDAFS travel support program for ORAFS

members. A total of \$1,000 will therefore be available for travel support for no more than three (3) ORAFS members who apply to WDAFS.

- 5.5 Advertise and promote nominations for Chapter awards for deserving professionals.
- a) Recognize professionals for outstanding accomplishments and present awards at the annual meeting as warranted for: Fishery Worker of the Year, Fishery Team of the Year, Awards of Merit, Bill Wingfield Memorial Award in Fish Culture, and Past President's Award, and the Lifetime Achievement Award.
 - b) Coordinate the award of the Native Fish Conservationist Award to be determined by the Native Fish Committee.
 - c) The Internal Director will a "legacy document" that outlines when/why/how a scholarship/grant/award was created and how long it is expected to continue and will update the information on the website.
 - d) Award certificates to winners and first runner-ups of best student paper and poster presentations at Chapter annual meeting. Lead author winners of best paper and best poster will have their presentations posted to Chapter website with their permission. With students' permission, publish winning presentations on website and require submission to Piscatorial Press.
 - e) Solicit for and recognize those involved in "special events" with the Broken Oar Award.

6. Maintain an active and diverse membership.

- 6.1 Maintain an informative quarterly newsletter.
- a) Actively solicit Chapter members to provide feature articles on research and management issues.
 - b) Promote website, social media forums, and encourage listserv sign up.
 - c) Research the potential for SMS notifications to proactively send information to Chapter members.
 - d) Use current Chapter membership list to update email addresses used for listserv and other methods of correspondence.
- 6.2 Promote membership to fishery and aquatic scientists from a variety of professional disciplines of the profession.
- 6.3 Target under-represented groups (gender, ethnicity, fishery specialty, etc.) and encourage participation.
- 6.4 Maintain and update recruiting tools to promote the benefits of membership at diverse and appropriate venues.
- 6.5 Actively recruit a diverse group of candidates for ExCom positions.
- a) Provide online ExCom elections to improve member participation.

7. Fiscal Responsibility and Investments.

- 7.1 Develop and implement a five-year chapter financial strategy that promotes annual budget solvency and long-term chapter fiscal sustainability.
- a) Improve Chapter fiscal responsibility:
 - i. Better relate operational costs and revenues.
 - ii. Determine the actual cost of the annual meeting and relate registration fee based on annual meeting cost. Registration fees for all levels (professional, young professional, and student) should reflect actual meeting costs to correct recent downward trend in annual meeting-related revenues.
 - iii. Complete summary of past meeting metrics to improve annual meeting cost and revenue forecasting. Post summary document on ORAFS website for membership review and future use.
 - iv. Metrics for future annual meetings and workshops will be added to the related meeting program in order to maintain a record of meeting costs and revenues.
 - v. Update meeting planning manual to assist future ExCom officers with planning the annual meeting.
 - vi. Offer ORAFS lifetime membership option for AFS lifetime members. Contact AFS to determine appropriateness of ORAFS lifetime membership and means for AFS lifetime members to become ORAFS lifetime members.
- 7.2 Plan annual budgets to maintain two years of operating expenses in reserve.
- a) Reserve funds include both business checking account balance and the investment portfolio (see Section 7.3).
 - b) The annual budget will be based on the business checking account balance at the start of the fiscal year, expected Chapter expenses, and expected Chapter net revenues. Expenses should not exceed the sum of the checking account balance and expected net revenue.
- 7.3 Identify profitable but prudent options for utilizing budget surpluses to further the Chapter mission without risking solvency.
- a) Establish Investment Committee, update investment plan policy in Administrative Handbook, and invest funds in excess of the annual operating budget. Investments are to be liquid in the event the Chapter needs access to funds to supplement the annual operating budget.
- 7.4 Develop a five-year investment plan consistent with 7.2 above.
- a) Prepare policy to determine how proceeds from investment portfolio will be used to further the mission of the Chapter.
 - b) Prepare a summary of the investment policy for the Piscatorial Press to update the membership.

8. Regularly assess Executive Committee operational structure to optimize chapter productivity and efficiency.

- 8.1 Annually update Oregon Chapter AFS Administrative Handbook.
 - a) Establish an electronic storage account to maintain past ExCom documents. Documents are to be maintained as a record of ExCom operations to assist future ExCom officers. Stored information is to be saved to a DVD or thumb drive at the end of each fiscal year and delivered to the ORAFS archive at Oregon State University Library.
 - b) Update policy outlining support benefits of ExCom participation including annual meeting registration, lodging and per diem, and ORAFS membership waivers.
- 8.2 Update by-laws when appropriate and needed to meet chapter objectives.