

Oregon Chapter of the American Fisheries Society
Work Plan Fiscal Year 2016-17
(May 1, 2016 - April 30, 2017)

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 2016-2017 fiscal year will be an exciting period for Oregon Chapter of the American Fisheries Society (Chapter). The Chapter will be led by an experienced and dedicated Executive Committee (ExCom) that is motivated to continue the Chapter's pursuit of excellence. As part of this effort, the Chapter will continue providing high-quality communications, meetings, and legislative input. To stay vibrant, active and relevant, the Chapter will maintain current functions that have proven effective; the Chapter will also take actions to revitalize other Chapter functions that need to be reinvigorated, and take the necessary steps to realize new opportunities.

Response: To achieve these goals, the Chapter will continue to provide training through workshops and information exchange at the annual meeting and through the website, social media, and the listserv; and award scholarships to assist our students. 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 vital, active, and effective 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 2016-17 are as follows:

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

1.1 Host a high-quality annual meeting.

- a) The Chapter will be hosting the 53rd Annual Meeting of the Oregon Chapter of the American Fisheries Society, February 28 – March 3, 2017 in Bend. Chapter members, past ExCom officers, and current ExCom officers will soon be involved with all levels of meeting planning. This meeting, like past annual meetings, will offer opportunities for professional development, networking, and mentoring of young professionals.

1.2 Host workshops as part of annual meetings and/or as stand-alone events.

- a) Host up to 3 workshops during the 2017 annual meeting to provide current and relevant training to our membership.
 - i. One of these workshops will be on Pesticide Use and Effects on Aquatic Ecosystems and Organisms in Oregon.
 - To the extent possible, coordinate with the tasks in 2.2.c.ii.
 - ii. Consider implementing workshops from the list of ideas provided by responders to the post-2016 annual meeting poll.

-
- 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, following ORAFS media policy.
 - b) Ensure Chapter member, meeting attendee, and the Chapter listserv are maintained, kept up-to-date, and used for targeted messaging.
 - c) Advertise ORAFS events in *Fisheries* magazine and on the AFS and WDAFS websites.
 - d) Encourage attendance to AFS and WDAFS annual meetings.
 - i. Provide financial support to the President (or designee) to attend the 2016 AFS Annual Meeting in Kansas City to represent ORAFS.
 - ii. Provide financial support to the President (or designee) to attend the Western Division mid-year retreat, annual retreat, and annual meeting.
 - iii. Encourage members to attend the 2017 ORAFS Annual Meeting in Bend.
 - e) Provide \$1,500 in financial support for publications, meetings, and workshops that align with the ORAFS mission.

 - 1.5 Connect members with opportunities to publish and present scientific findings in appropriate forums through reference documents, our newsletter, website, and social media platforms.
- 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) Reinstitute, during the longer legislative session of 2017, a legislative liaison in Salem to track bills that are important and relevant to the Chapter, and 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) 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. Under the direction of ExCom re-vitalize and repurpose inactive external committees to maximize membership participation and effectiveness for achieving the Chapter's mission.
 - iii. Create a new external *ad hoc* committee on Human Diversity (see 6.3.b.i.).
 - c) Create reference documents.
 - i. "Ethics of Information, Media, and Intellectual Property Use"
 - Recruit a temporary committee of diverse professionals, including from the Education and Outreach Committee, to address ethical issues in fisheries, including but not limited to: Uses and abuses of information, data, papers, images, oral presentations, various media and other intellectual properties.
 - ii. White paper
 - Herbicide/Pesticide Use and Effects on Aquatic Ecosystems and Organisms in Oregon.
 - To the extent possible, coordinate with the task in 1.2.a.i.
 - Recruit a task force composed of individuals from pertinent external committees and of other experts to refine the focus and complete a draft outline and draft document, following white paper guidelines, including being subjective.
 - The draft outline and draft White paper will each be reviewed by ExCom, and input will be incorporated by the task force.
 - iii. Other reference documents if and as required.
 - 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 (see 6.1.c), 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.

- i. Include pertinent link on ORAFS website.
 - b) Advertise and promote ORAFS Education and Outreach grant to local schools.
 - i. Award a \$1,000 participation grant for K-12 school.
 - ii. Award a \$1,000 Education material project grant.
 - c) Sponsor up to two teachers who need assistance to attend the 2017 annual meeting in Bend 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, information on conferences via the Piscatorial Press and ORAFS listserv (see 6.1.c).
 - 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 applications for and award (if warranted) four student scholarships of \$2,000 each at the annual meeting – one scholarship each for an Associate's degree candidate, Bachelor's degree candidate, M.S. candidate, and Ph.D. candidate.
 - b) Solicit for and award (if warranted) the Carl Bond Scholarship for \$2,000.
 - c) Provide a one-time professional diversity scholarship of \$2,000 from funds received by former ORAFS President Denny Lassuy.
 - i. Develop selection criteria through the Education and Outreach committee with consultation to the new *ad hoc* Human Diversity committee (see 6.3.b.i).
 - ii. Solicit applications.
 - iii. Select award winner through the Education and Outreach committee in consultation with the new *ad hoc* Human Diversity committee.
 - d) 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 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. Refer to Annual Meeting handbook for entities that can be approached.

- 4.4 Support a student subunit and encourage new members from diverse backgrounds and fields of study.
 - a) Implement 4.1.c.
 - b) Implement 6.3.b.

- 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 enrichment, experience, and educational support to student subunit to encourage their participation and interaction with Chapter professionals.
 - i. Potentially provide financial enrichment to the student subunit through an application to the Chapter in a format that is created and deemed necessary by the Chapter.
 - 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 the career opportunities website has active and updated links.

- 4.7 Establish and refine a mentorship program between students and Chapter members.
 - a) Plan a mentor-student mixer for the 2017 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) Offer up to 10 Fish Out of Water (FOOW) registration waivers for 2017 Annual Meeting.
- 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 assemble 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.
 - 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) 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.
 - a) Implement 6.3.b.
- 6.3 Target under-represented groups (gender, ethnicity, fishery specialty, etc.) and encourage participation.
 - a) Implement 4.1.c.
 - b) Increase outreach, recruitment, and retention of a membership reflective of the human diversity in Oregon.
 - i. Create a new *ad hoc* committee on Human Diversity.

- Duration: 1 year (June 1, 2016 – June 1, 2017).
 - o Decide to disband or continue: During early 2017, ExCom will review the efficacy and future potential of this External Committee in meeting the Chapter mission, will vote to disband or continue this external committee accordingly.
- Appoint External Committee Chair for this committee, and task the committee with including and expanding upon the following ideas in their annual work plan.
 - o Work with the Executive Committee and the Education Committee to actively pursue outreach and recruitment opportunities for all fisheries professionals, especially women and ethnic minorities (consider opportunities like SalmonWatch).
 - o Take part in promoting activities aimed at providing valuable ways of knowing that are not strictly science-based (in the Western European realm; e.g., Traditional Ecological Knowledge).
 - o Actively educate the Chapter about gender, ethnic, age, ways of thinking, opinions, and professional/discipline diversity and biases; and how biases can be overcome.
 - Convene workshops and sessions at the Chapter annual meeting as appropriate.
 - Effectively interact with ExCom to produce reference documents to address questions or topics of interest as appropriate.

6.4 Maintain and update recruiting tools to promote the benefits of membership at diverse and appropriate venues.

a) Implement 4 and 6.3.

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. Maintain and improve upon relating operational costs with revenues.
- ii. 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.
- iii. Update meeting planning manual to assist future ExCom officers with planning the annual meeting.

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 expected Chapter expenses, and expected Chapter net revenues.

- 7.3 Identify profitable but prudent options for utilizing budget surpluses to further the Chapter mission without risking solvency.
- a) Maintain the Investment Committee, and following the Chapter's Fiscal Policy and Financial Sustainability plans, update the investment plan policy in the Administrative Handbook as necessary, and invest funds in excess of the annual operating budget.
 - b) Develop a five-year investment plan consistent with 7.2 above.
 - c) Evaluate policy to determine how proceeds from investment portfolio will be used to further the mission of the Chapter.
 - d) Promote meetings and open communication with the new Investment Committee. Work collaboratively with the Investment Committee to develop strategies, timelines, and implementation for investment practices and long-range planning.
 - e) Prepare a summary of the investment policy for the Piscatorial Press to update the membership.
 - f) Work within the Chapter and with the Western Division and National AFS to identify and promote membership among the three levels of AFS (Chapter/Division/National).

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

- 8.1 Annually update Oregon Chapter AFS Administrative Handbook.
- a) Maintain the electronic storage account to archive 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) As needed, 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.