SEDAR Data Best Practices Standing Panel: Webinar Summary
April 13, 2016 from 1-3pm (EST)

Attendees
- Panel members: Donna Bellais, Karyl Brewster-Geisz, Shannon Calay, Gary Fitzhugh, Jeff Kipp, Sean Powers, Marcel Reichert, Steve Turner, Erik Williams
- Observers: Rusty Hudson, Ken Stump
- Staff: Julia Byrd, John Carmichael, Julie Neer

Housekeeping
- Group reviewed background on the creation of the Data Best Practices (BP) Standing Panel
- Standing Panel selected Shannon Calay as their Chair

Terms of Reference & Approach
- The Standing Panel's first task was to develop ToR specifying its purpose and approach. The group walked through the draft ToR & Approach document developed by SEDAR and provided edits and feedback. The ToR & Approach document was updated per the discussion and will be provided for the Panel to review (**see corresponding draft ToR & Approach document dated 4/20/2016**). Key points from the discussion are below.

- **ToR #1**: Group felt it was important to keep a running list of the data topics for the Panel to address; can build on the inventory created by the 2015 Data Best Practice workshop; SEDAR is currently the keeper of this inventory
- **ToR #2**: Edit language in this ToR so it is clear that existing Data Best Practices would only be revisited if necessary (e.g. improved methods are developed, identified by Data Workshop (DW) Panel members, etc.)
- **ToR #3**: Edit language to note that new Data Best Practice recommendations need to be developed for future benchmark, standard, and update assessments (or research and operational assessments, if approved); group noted that many of the issues addressed in the 2015 workshop, especially the process issues, were tailored to benchmark assessments
- **ToR #4**: Panel discussed whether the current Data BP report or a different document should serve as the 'living' Data BP document; group decided this issue needs to be revisited after the Panel has time to go back and review the current report; this living document would be housed on the SEDAR website
    - o Panel member noted that SEFSC personnel are working to standardize the code used in certain analysis and that SEDAR website could potentially be the repository for this information as well; SEDAR website in the future could potentially serve as the one stop shop for all SEDAR assessment related materials
- **ToR #5**: Panel decided to broaden this ToR to respond to requests from the SEDAR Steering Committee
- **Panel Composition & Appointments**:
    - o SEDAR Steering Committee created the Data BP Standing Panel; provided guidance that the Panel composition should be similar to the Best Practice Panel at the 2015 workshop; each Cooperator was responsible for appointing their representatives; if

Standing Panel members think the Panel composition should change, they can make a recommendation for SEDAR Steering Committee consideration

- o Panel recommended three-year appointments for members with the opportunity for reappointments at the discretion of the SEDAR Steering Committee
- o Panel recommended allowing proxies if Panel members can't attend meetings; SEDAR and the Panel Chair must be notified in advance of meeting if proxy will be attending
- o Panel recommended a rotating Standing Panel Chair with a two-year term
- **Timing**:
  - o Panel would like to meet at least annually, holding one annual in-person meeting, as practical and needed; Panel member suggested Commission meetings could be used as a venue for in-person meetings
  - o Panel would meet more frequently via webinar/conference call (quarterly?)
  - o Panel acknowledged that will likely need to meet more frequently in the beginning in order to develop ToRs, living document, etc.
- **Data Issue Inventory & Identification of New Issues:**
  - o Data issue inventory developed during the 2015 workshop includes many issues that were not addressed at the initial workshop; can build on this inventory to keep a running list of data issues
  - o Potential new issues will be identified through DW reports; Panel was supportive of adding a section to the current DW report outline where each working group could identify Data BP recommendations or topics for the Panel's consideration; Panel did not think a separate 'call for topics' was necessary
  - o Panel was supportive of having the 'Roles & Responsibilities' tables developed during the 2015 workshop reviewed/updated at each DW
  - o Current Data Issue Inventory should be publicly available on the SEDAR website
- **Issue Prioritization & Selection**: Panel noted it was better to leave this open-ended and under their discretion for now; can develop criteria in the future, if necessary
- **Issue Review & Evaluation:**
  - o Panel is responsible for making the final Data BP recommendations; if issues aren't fully fleshed out on DW reports, additional topical experts would be invited to provide guidance to the Panel in the issues under discussion
  - o The decision to meet in-person or via webinar to develop recommendations will be dependent on the topics to be addressed
  - o Panel will be responsible for developing and revising, as necessary, the Data Best Practices living document
  - o Panel can recommend to the SEDAR Steering Committee if specific Data BP recommendations need an independent review
  - o Group revisited discussions from the 2015 workshop on an approach to identify when deviating from Data BP recommendations; if deviation documentation should acknowledge Data BP and provide justification for deviation (e.g. improved methods, lack of data, etc.); if DW Panel feels new method should be considered for a Data BP recommendation, they can indicate this and it can be reviewed by the Standing Panel

Stock ID & Meristics Procedural Workshop
- Stock ID & Meristics workshop was prioritized as the highest priority procedural workshop by 2015 Data BP workshop participants; SEDAR Steering Committee endorsed holding this workshop in 2016 and having the Standing Panel identify members to serve on a workshop organizing committee
- **Timing**: Standing Panel recommends holding the workshop later (post-2016) so that there will be more preparation time and more species can be addressed at the workshop
  - Stock ID for Gulf of Mexico gray snapper will be handled separately (similar to SEDAR 50 Atlantic blueline tilefish) in order to address the upcoming 2017 benchmark assessment
- **Recommendations for Organizing Committee**: MARMAP representative, Beverly Barnett, Jennifer Potts, Miami assessment representation, Beaufort assessment representative, SEDAR Staff

Recommendations for Next Procedural Workshop
- SEDAR Steering Committee wanted feedback from the Panel on the topic for the next procedural workshop (after Stock ID & Meristics); two topics they asked the Panel to consider were 'discard mortality' or 'effect of reproductive inputs on reference points'
- Panel member noted there is now a NMFS National Working Group on fish reproduction and there are efforts to discuss reproductive measure/input issues nationally with meetings planned for later in 2016 (west coast) and 2017 (southeast)
- Panel member noted that the Gulf of Mexico SSC has recently done a lot of work on reference point selection
- Panel recommends to hold a broader Procedural Workshop on Reference Points; reproductive input could be part of that discussion; could potentially build on the work on reproductive measures planned for 2016-17
- Panel recommended two additional topics for SEDAR Procedural Workshops to be considered in the future
  - Gulf of Mexico shrimp bycatch estimation
  - Data Limited Method Improvements/Best Practices – preliminary idea to focus on life history inputs and how to quantify their uncertainty and bias and how to develop meaningful MSE in the context of data limited assessments

ACTION ITEMS:
- **JULIA:** Share webinar summary and updated TOR & Approach document with Panel
- **MARCEL, ERIK, SHANNON:** To provide recommendations for representatives from MARMAP, Beaufort Assessment, and Miami Assessment, respectively, for the Stock ID & Meristics Organizing Committee
- **JULIA:** Once Stock ID & Meristics Organizing Committee finalized- contact and plan first meeting; workshop timing should be one of the first issues addressed
- **ALL PANEL MEMBERS:** Review current Data BP report (found under the 'Project Final Report' heading at link below) to begin thinking about Data BP living document
  http://sedarweb.org/pw-07

Next Steps
- SEDAR Steering Committee will meet via webinar May 9, 2016; SEDAR staff will update the Steering Committee on the Panel's meeting and recommendations
- Panel will meet again via webinar in ~1 month (late May/early June); one of the primary discussion topics will be the Data BP living document