

SEDAR Procedures Workshop 7
Data Best Practices
DRAFT WORKSHOP WORKPLAN
Steering Committee Review, October 2014

Description

SEDAR procedural workshops provide an opportunity for focused discussion and deliberation on topics that arise in multiple assessments and are structured to develop best practices for addressing common issues across assessments. The seventh procedural workshop will develop best practice recommendations for common decisions made at SEDAR Data Workshops.

Workshop Need and Goal

Throughout the course of SEDAR data workshops, certain topics arise repeatedly in discussions. Discussions related to these topics often occupy considerable time in data workshops as participants work to come up with reasonable solutions and at least document, or in some cases revisit, past solutions to common issues. In a process that is severely limited by time and resources and increasingly challenged to increase productivity, effort spent readdressing an issue that has been considered numerous times prior is effort that is lost to addressing the new or unique issues of a particular stock. Since many data challenges are inherent to data collection programs and therefore the same from stock to stock, decisions and approaches for dealing with common challenges could be standardized. Doing so could give data providers the guidance they need to better prepare for workshops, allow workshop participants to focus on unique issues of the stock under consideration, and improve consistency in the treatment of common unknowns, uncertainties and data collection issues.

The goal of this workshop is to identify common and successfully peer reviewed decisions and recommendations of SEDAR data and develop best practices guidelines to help support and streamline such decisions for future assessments. Preliminary objectives include:

- 1) Bringing Data Providers and Assessment Analysts together to discuss data and documentation needed to support assessment analyses, specifically data sources, quantity, and quality.
- 2) Reviewing past assessments to identify common or recurring data issues and document how they were addressed.
- 3) Identifying preferred solutions to common data issues and developing best practices recommendations for addressing those issues in the future
- 4) Considering standards for minimum acceptable data levels for various categories of assessment analysis. (*Maybe this is better for the assessment workshop?*)
- 5) Proposing best practice approaches for data preparation and analysis for future assessments, including procedures to follow when deviating from best practices recommendations.

The final deliverable will be a workshop report listing common issues and proposed solutions by work group, and, where appropriate, recommending and justifying best practice approaches for dealing with common or recurring data issues.

Steering Committee Guidance:

- Support the goal of developing best practices to address common, recurring data issues?
- Review preliminary objectives

Time and Place

The workshop was tentatively scheduled for Spring 2015; dates and location TBD.

Steering Committee Guidance:

- Location: Charleston will be the most economical; alternative is Atlanta, most convenient considering all participants.
- Is spring 2015 still a realistic timeframe for this workshop?

Planning and Organization

An organizing committee will be convened to refine workshop objectives, develop Terms of Reference, and identify potential participants. The role of procedure workshop organizing committees is administrative and planning, therefore they are typically limited to 6 – 8 participants.

Steering Committee Guidance, Organizing Committee:

- SEDAR Staff
- SEFSC
 - Assessment Leads
 - Data Leads (Catch, Life History, Indices)
- Other Key Data Representatives
 - MARMAP, ACCSP

Participants

TBD. Potential participants will likely include members from Council SSCs, Commission Technical Committees, SEFSC, ACCSP, State Agencies, and SEDAR staff. Participants will be appointed by the Cooperator with which they are affiliated.

Steering Committee Guidance:

- # of SSC and state agency participants (presumed SEDAR travel funding)
- Cooperator staff participants and travel funding source
- Estimated SEFSC participants
- Workshop Chair? (past includes SEDAR staff, SSC reps, SEFSC reps)