

# **Lake Erie Committee**

## **Terms of Reference**

### **Committee Name**

Lake Erie Committee

### **Area of Concern**

For deliberations of this committee, Lake Erie shall be considered to include all of Lake Erie, Lake St. Clair, the St. Clair River, the Detroit River, and the Niagara River downstream to Niagara Falls and to the extent that they affect fish stocks of common concern, their bays, harbors, and tributaries.

### **Committee Purpose**

1. To consider issues pertinent to, or referred by, the Great Lakes Fishery Commission that are within the committee's authority or under its auspices.
2. To consider issues and problems of common concern to Michigan, New York, Ohio, Ontario, and/or Pennsylvania.
3. To develop and coordinate joint state/provincial/ federal programs and research projects.
4. To decide issues for referral to the Great Lakes Fishery Commission or Council of Lake Committees for direction, resolution, or support.
5. To serve as a forum for state, provincial, and federal agencies, and others, on a need/request basis.
6. To determine sustainable lakewide harvest allocations for walleye and yellow perch fisheries, through consensus agreement of committee members.
7. To decide protocol for committee operation, establish operational procedures for internal committees, develop meeting agenda, and elect officers.

### **Meeting Schedule**

The committee shall meet annually at a time and place determined by the committee. The meeting shall be sufficiently in advance of the Council of Lake Committees meeting and annual meeting of the Great Lakes Fishery Commission to allow the preparation of material, reports, and recommendations for commission review and action at the annual meeting. Additional committee meetings may be convened by the committee chair to deal with special items of business.

### **Membership**

The committee shall consist of a senior staff member from the Michigan, New York, Ohio, Ontario, and Pennsylvania agencies administering their respective fisheries: Michigan Department of Natural Resources (MDNR), New York State Department of Environmental Conservation (NYSDEC), Ohio Department of Natural Resources (ODNR), Ontario Ministry of Natural Resources (OMNR), and Pennsylvania Fish and Boat Commission (PFBC). Representatives should be able to speak for their respective agencies. Each agency will designate an alternate who will serve in the absence of the member. The committee shall be assisted by experts and advisors from all agencies concerned.

## **Officers**

1. Chair: The chair shall serve for two years. The chair shall rotate among the member agencies in the following order beginning in 1987: OMNR, NYSDEC, MDNR, PFBC, and ODNR. The new chair's term of office shall begin immediately following the committee's annual meeting in odd-numbered years; the outgoing chair shall be responsible for presenting the committee's report at the commission's annual meeting.
2. Vice-chair: A committee member of the country not represented by the chair shall serve as vice-chair, and shall perform the functions of chair in the chair's absence. An American vice-chair will be selected by members from the United States, typically the representative of the agency next in the rotation for chair.

## **Advisors**

The committee may request, as the need arises, expert advice or study on problems identified by the committee.

## **Role of Secretariat**

The secretariat provides liaison between committee and commission, by assisting the committee in the development and distribution of meeting agenda and minutes, and the preparation of briefing materials and reports as required. The secretariat also assists in making meeting arrangements.

## **Decisions**

Decisions will be reached by a consensus of the membership. When consensus cannot be achieved, the concerns of all agencies shall be described in the committee's report to the commission.

## **Subcommittees**

The committee may, as it deems necessary, establish sub-committees.

## **Reporting**

The committee shall transmit to the commission, prior to the commission's annual meeting, a report of the committee's annual meeting including agency reports, reports of special committees and resolutions.

The committee may request endorsement of its recommendations by the Council of Lake Committees and refer to the Council of Lake Committees items that have implications beyond the committee's jurisdiction.

27 June 2008