

AtAtlantic Coastal Cooperative Statistics Program

1050 N. Highland Street, Suite 200A-N | Arlington, VA 22201

703.842.0780 | 703.842.0779 (fax) | [www.accsp.org](http://www.accsp.org)

Atlantic Coastal Cooperative Statistics Program Information Systems Committee

Meeting

March 7, 2024 | 9am-3pm

<https://meet.goto.com/713481885>

<https://safis.accsp.org:8443/accsp_prod/f?p=2114:17:0::NO:17:P17_CAL_ID_1:3637>

**DRAFT MEETING MINUTES**

**COMMITTEE MEMBERS IN ATTENDANCE**

|  |  |  |  |
| --- | --- | --- | --- |
| **Name** | **Partner** | **Phone** | **Email** |
| Torey Adler | NOAA |  | torey.adler@noaa.gov |
| Melissa Albino Hegeman | NYSDEC |  | melissa.albino@dec.ny.gov |
| Renee St. Amand | CT DEEP | (860) 447-4325 | renee.st.amand@ct.gov |
| Nichole Ares | RI DFW | (401) 423-1926 | [nichole.ares@dem.ri.gov](mailto:nichole.ares@dem.ri.gov) |
| Alan Bianchi | NC DMF | (252) 808- 8092 | alan.bianchi@ncdenr.gov |
| Chris Bradshaw | FL FWCC | (727)896-8626 x4717 | [chris.bradshaw@myfwc.com](mailto:CHRIS.BRADSHAW@MYFWC.COM) |
| Nick Buchan |  |  | [nick.buchan@mass.gov](mailto:nick.buchan@mass.gov) |
| Julie Califf | GA DNR | (912) 264-7218 | [julie.califf@dnr.ga.gov](mailto:julie.califf@dnr.ga.gov) |
| Barry Clifford | GARFO |  | [barry.clifford@noaa.gov](mailto:BARRY.CLIFFORD@NOAA.GOV) |
| Julie Dingle | SC DNR | (843) 953-5136 | [dinglej@dnr.sc.gov](mailto:dinglej@dnr.sc.gov) |
| Garry Glanden | DE DFW | (302) 735-2972 | garry.glanden@delaware.gov |
| Stephanie Iverson-Cason | VMRC | (757) 247-2061 | [stephanie.iverson@mrc.virginia.gov](mailto:stephanie.iverson@mrc.virginia.gov) |
| Francine Karp | RI – R/C | (404)-772-6217 | [fkarp@harborlightsoftware.com](mailto:fkarp@harborlightsoftware.com) |
| Alan Lowther | NOAA |  | alan.lowther@noaa.gov |
| Connie Lewis | MD DNR | (410) 260-8296 | [connie.lewis@maryland.gov](mailto:connie.lewis@maryland.gov) |
| Holly McBride | NEFSC |  | [holly.mcbride@noaa.gov](mailto:HOLLY.MCBRIDE@NOAA.GOV) |
| Stephanie McInerny | NC DMF |  | [stephanie.mcinerny@deq.nc.gov](mailto:STEPHANIE.MCINERNY@DEQ.NC.GOV) |
| Jerry Morgan | CT – Rec | (203) 245-8665 | [b8ntackle@aol.com](mailto:b8ntackle@aol.com) |
| Lauren Staples | NHFG |  | [lauren.staples@wildlife.nh.gov](mailto:lauren.staples@wildlife.nh.gov) |
| Rob Watts (Vice Chair) | ME DMR | (207) 633-9412 | [rob.watts@maine.gov](mailto:rob.watts@maine.gov) |
| Anna Webb | MA DMF | (978) 282-0308 | [anna.webb@state.ma.us](mailto:anna.webb@state.ma.us) |
| Meredith Whitten | NC DENR |  | meredith.whitten@ncdenr.gov |
| Catherine Wilhelm | VMRC |  | [catherine.wilhelm@mrc.virginia.gov](mailto:CATHERINE.WILHELM@MRC.VIRGINIA.GOV) |
| Jackie Wilson (Chair) | NOAA HMS |  | [jackie.wilson@noaa.gov](mailto:JACKIE.WILSON@NOAA.GOV) |

Staff Members in Attendance: A. Christmas-Svajdlenka (Data Coordinator), J. DeFilippi Simpson (ACCSP Deputy Director), A. Lee (Data Coordinator), E. Martino (Software & IT Team Lead), D. Mestawat (Programmer), J. Myers (Senior Data Coordinator), J. Oudiden (Programmer), K. Palla (Programmer), M. Powell (Program Assistant), S. Thomas (Data Coordinator), G. White (ACCSP Director)

**Welcome and Introductions**

Chair J. Wilson welcomed the group.

**Review and approve Agenda**

Chair J. Wilson asked for a motion to approve the agenda. C. Bradshaw made the motion. C. Ares seconded that motion.

**Public comment**

There was no public comment.

**Review and approve 2023 minutes**

Chair J. Wilson asked for a motion to approve the meeting minutes with a suggested change to correct previous meeting minutes. C. Bradshaw made a motion with the suggested change to note R. Watts is the vice chair of the Information Systems Committee.

The motion was seconded by NOT SURE WHO SPOKE 4:51

The meeting minutes were approved by consent.

**Software project updates**

*Software Projects Completed in 2023/2024*

E. Martino went over the completed software projects in 2023/2024. SAFIS mobile/API-based trip processing was updated. The partner footer was added as a new feature in both the online and mobile version of eTRIPS. Modifications were made to the SAFIS error processing to make warnings a core part of the SAFIS error system. E. Martino noted that the SAFIS attribute validations project will trigger warning errors. J. DeFilippi Simpson noted that ACCSP will be reaching out via email in a few weeks to implement demo testing. K. Cannell has made a lot of progress getting the new system set up in HMS. ACCSP is working to provide additional alignment of eTRIPS mobile and online with respect to the user interface and user experience. E. Martino noted there have been various eTRIPS online and eTRIPS mobile differences over the years. There have been several changes to the API lookup list endpoints. This API provides the feed of all the look up values for the eTRIPS mobile select list and pulldown menus. Various trip reports have been added including the new SMS trip warning report for SERO or other partner users. The VMS project launch was completed in Spring 2023. In eTRIPS, a new map base feature was added allowing users to auto populate an area based on a map application click. ACCSP has been working with Haborlight on the SciFish project to get the SciFish client and SciFish project builder completed. Recently, J. Oudiden has been building the new SciFish account administration tool. Internally, the ACCSP software team does a lot of work on the Commission finance and administrative tools, this includes ShoalBase. The software team assisted in adding the new recreational reports to the Data Warehouse.

*Questions*

A.Webb noted adding the new partner footer in eTRIPS Mobile and online would be a game changer for the Lobster fisheries and two of the questions added for Massachusetts at the effort level. A. Webb asked if the API lookup\_list endpoints updates also apply to SAFIS upload. E. Martino replied yes this should work fine if you can identify the supplier with the trip ID.

**Software Priorities 2023-2025**

*Species QC/ Tree*

The species QC/ tree redesign was a project designed to give partners application and trip type control of the species combinations including species/market/grade/unit values. This project was completed in June.

*Registration Tracking*

Registration Tracking project was designed to add relationships or the concept of relationships in SAFIS to connect entities (business or individual). Improving the process on how SAFIS connects different participants or entities. Registration tracking improves the ability to connect entities to vessels and permits to vessels.

*eDR Redesign*

Main goal is to centralize dealer data processing for eDR online, eDR API, and file upload.

*Upcoming Tasks*

*Registration Tracking*

ACCSP is in the process of building an SMS protype to start working with new registration tracking data structures. In May 2024, the protype SMS administrative tool will be ready for testing and feedback.

*eDR redesign*

Once changes are in progress, within 1 to 2 months ACCSP will reach out to the Information Systems Committee and the Commercial Technical Committee to solicit feedback.

*eDR Redesign: API enhancements*

E. Martino noted that most of the API endpoints were very limited species for Maine and Massachusetts, mostly including sea urchin. R. Watts noted for Maine initially the eDR mobile application was only used to collect sea urchin data. A. Webb noted that Massachusetts utilized the eDR mobile application for shellfish. The issue with eDR mobile application is that it is only feasible to use for small businesses. Medium to larger business have their own inventory software where the data is going first. Massachusetts, does not have enough dealers to make eDR mobile an effective tool. The goal is to get HMS data to come through the API endpoint and be processed and validated. The API was modified to support the GARFO data. A new report update feature was added to update the endpoint. eDR redesign is in the testing phase with BlueFin data.

*Discussion*

A.Webb asked for clarification on the support for multiple fishing permits in record available for selection. E. Martino noted you need multiple fields to put multiple fishing permits on a record if there is more than one fisher to attach to a report. J. Wilson noted there are cases within the fishing vessel permits on a dealer report where only GARFO permits are seen. A. Webb noted frustrations arose when operators were being shown to dealers because generally operators are not the landing permits in the states in the Northeast. A. Webb noted the importance of any redesign platform being released at the same time. A. Webb noted that it should be decided early if validations should be built in. J. DeFilippi Simpson added this would depend on the requirements that are scoped. A. Webb asked about the timeline is it expected September 2024, or January 2025. E. Martino noted that the expected live date is 2025. G. White noted the ASMFC action plan has this project listed for production in January 2025. J. DeFilippi Simpson asked A. Webb about implementation questions related to registration tracking. A. Webb asked if there are any plans to establish workflow if a participant is changed in SMS but they also have a GARFO operator and Rhode Island permit. J. DeFilippi Simpson noted that this is a good opportunity to create an SOP.

*Registration Tracking – New Data Structures*

ACCSP created new data structures in SAFIS test. E. Martino went over the three new data tables. The relationships and relationship types are stored in the entity\_relationships table. SAFIS currently supports the ability for multiple participants to report linked to the same license. If more than one participant is linked to the partner license this creates different permit IDs for each participant. The new structure will create one primary owner linked to a single SAFIS permit record. The participant\_permit\_role table will contain the permit primary owner and any other participant reporting on the same permit identifying them with the same ID and different participant roles.

*SMS Protype*

SMS protype tools were created to evaluate different designs for managing the new data structures. A. Webb asked if the upload participant options be changed to incorporate the SMS protype updates. J. DeFilippi Simpson noted the software team is building the SMS first and making sure all processes work before moving it to upload. A. Webb asked for clarity on the statement to add support to eTRIPS and eDR. J. DeFilippi Simpson noted this would require leveraging and streamlining the reporting role.

**Other Business**

*Committee Newsletter*

J. DeFilippi Simpson discussed the committee newsletter and the addition of the software updates in the committee newsletter. J. DeFilippi Simpson asked for group feedback on the committee newsletter approach. C. Ares noted the appreciation for the transparency and finds the updates beneficial.

*Data Audits*

J. DeFilippi Simpson discussed the data audit and the tools. There was a follow-up discussion from the workshop held in February to discuss the collection data utilizing Oracle, Spreadsheets, SAS or R. J. DeFilippi Simpson noted the group discussed having a central area for data audit discussions and scripts. J. DeFilippi Simpson requested feedback from the Information Systems Committee on types of data sharing and tools.

*Discussion*

M. Albino Hegeman noted as soon as upload is done they would be happy to share information. J. Wilson suggested working with GetHub, however it is not the most intuitive application to use. J. Wilson noted using the JIRA application.

*VMS Data & System Scaling: Challenges*

E. Martino went over the VMS project which went to production last May. The VMS project collects timestamped latitude and longitude locations. Each timestamped latitude and longitude location is an API call. Over the past two years there has been an increased number of trip reporting calls due to VESL and GARFO transmissions. 10,000 more dealer reports are expected later this year. For trip and dealer reporting, the submissions for API were under 60,000. In December 2023, the trip and dealer reporting the submissions for API increased to over 3 million. This activity will increase with the fishing season. Users of the data web applications and SAFIS noticed connection failures. The ACCSP software team tuned the SAFIS database to improve processing times. Changes in the AWS/ cloud hosting infrastructure made more aggressive connections. There have been no issues since early February.

The next steps are to isolate VMS cloud hosting and reduce redundant cloud instances.

J. DeFilippi Simpson noted there were a lot of proposals for IRA funding available through the FIS program. ACCSP was able to input a proposal. However, ACCSP has not received feedback.

*Business Innovations Webcast*

G. White announced on March 12th ACCSP will be collaborating with Oracle to present under their business innovation series.

**Adjourn**

The meeting was adjourned by consent.

**Action Items**

There were no action items.