

Atlantic Coastal Cooperative Statistics Program

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Atlantic Coastal Cooperative Statistics Program Information Systems Committee

Meeting

April 6, 2023 | 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 |
| 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  |
| Heather Baertlein  | NOAA |  |  |
| Donna Bellais | GSMFC | (228) 875-5912 | dbellais@gsmfc.org  |
| Caitlin Berchtold |  |  |  |
| Alan Bianchi | NC DMF | (252) 808- 8092  | ALAN.BIANCHI@NCDENR.GOV |
| Chris Bradshaw  | FL FWCC | (727)896-8626 x4717 | CHRIS.BRADSHAW@MYFWC.COM  |
| Julie Califf | GA DNR | (912) 264-7218 | julie.califf@dnr.ga.gov  |
| Julie Dingle (Chair) | SC DNR | (843) 953-5136 | dinglej@dnr.sc.gov  |
| Dawn Franco | GA DNR |  | dawn.franco@dnr.ga.gov  |
| Garry Glanden | DE DFW | (302) 735-2972 | Garry.Glanden@delaware.gov |
| Matthew Heyl | NJ DFW | (609) 748-4334 | matthew.heyl@dep.nj.gov |
| Stephanie Iverson-Cason | VMRC | (757) 247-2061 | stephanie.iverson@mrc.virginia.gov  |
| Francine Karp  | RI – R/C | (404)-772-6217 | fkarp@harborlightsoftware.com  |
| Alyssa Lefebvre | NY DEC |  | alyssa.lefebvre@dec.ny.gov |
| Alan Lowther | NOAA |  | alan.lowther@noaa.gov |
| Connie Lewis | MD DNR | (410) 260-8296 | connie.lewis@maryland.gov |
| David McCarron | NEFMC |  | dmccarron@nefmc.org  |
| Brad McHale | NOAA |  | brad.mchale@noaa.gov  |
| Jerry Morgan  | CT – Rec | (203) 245-8665 | b8ntackle@aol.com  |
| Conor O’Donnell | NH FGD | (603) 868-1095 | conor.odonnell@wildlife.nh.gov  |
| Rob Watts | ME DMR | (207) 633-9412 | rob.watts@maine.gov  |
| Anna Webb  | MA DMF | (978) 282-0308 | anna.webb@state.ma.us |
| Meredith Whitten  | NC DENR |  | meredith.whitten@ncdenr.gov |

Committee Members Not in Attendance: J. Brown (NOAA), S. Brown (FWC), N. Buchan (MA DMF), J. Hermsen (NOAA), M. Larkin (SERO), H. McBride (NEFSC), S. Mclnerny (NC DENR), S. Newlin (DE DFW), J. Stephen (SERO), J. Steve (NY DEC), J. Wilson (NOAA HMS)

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

**Welcome and Introductions**

Chair J. Dingle welcomed the group.

**Review and approve Agenda**

Chair J. Dingle made a motion to approve the agenda. R. Watts made the motion, C. Bradshaw seconded that motion.

**Public comment**

There was no public comment.

**Review and approve 2022 minutes**

Chair Dingle made a motion to approve the meeting minutes. The meeting minutes were approved by consent.

**Introduction of new software staff**

E. Martino introduced the new software staff. J. Oudiden, D. Mestawat K. Kumar Palla as new programmers to the ACCSP software team.

**Software project updates**

2022/2023 Software Priorities: Decisions

E. Martino noted projects in progress including Species QC Redesign, Registration Tracking, and eDR Redesign. Species QC/Tree updates consist of adding trip type specification to species QC. Progress is on track, currently doing internal testing for upcoming release. The registration tracking is the next upcoming project. eDR redesign refers to the process of consolidating SAFIS processing, introduction of the switchboard and to fully implement e-1ticket.

Species QC Redesign Status

The goal of species QC Redesign is to enhance partner control of species combinations, and improve data quality. The scope of the changes to change the values users see in eTRIPS mobile, eTRIPS online and the new e-1ticekt components in eTRIPS. The status of the species QC redesign project currently consists of ACCSP undergoing partner testing.

E. Martino noted challenges maintaining eDR legacy support for old eDR features.

eTRIPS changes, SAFIS support and Maintenance

E. Martino went over eTRIPS updates made by the software team to increase the user experience. The maintenance included new APIs, eTRIPS GARFO API, eTRIPS default catch favorite, changes to new and existing reports, SMS message of the day redesign, GARFO-ACCSP trip transmissions.

Two upcoming maintenance projects include overlapping trip validations being added to all trips, and eTRIPS map changes.

e1-Ticket

E. Marino noted K. Holmes worked on the majority of this project. The components of e1-ticket were moved into eTRIPS. The functional goals gave partners Gregoria and South Carolina the ability to enable dealer access to eTRIPS. This allows dealers to submit a dealer report. This report can be viewed in eDR, but only edited in eTRIPS. HMS questions will be present for HMS species attributes and catch footer.

Registration Tracking

J. DeFilippi Simpson went over registration tracking. The registration tracking module is the component of the database that houses the entities the relationship between those entities, and how those related entities are tied to permits of various types. The management of the entities have to be flexible for partners because species are managed in different ways.

A small group met in 2018 to review the existing database structure. They discovered data gaps between the company and person. The group created scenarios to determine the best new structure prior to creation. The new structure included a table called entity relationships. This table will create a record for each individual and cooperation in the participant table. The small group prepared materials to cover what registration tracking is and how it relates to the partner. The next steps are for partners to review prepared materials. The registration tracking project should begin in second quarter of 2023. Deployment is scheduled for first quarter of 2024.

A.Bianchi asked about time stamps and dates tracking participant activity. J. DeFilippi Simpson confirmed that would be available. A.Bianchi asked if North Carolina would have to submit a new entity table with various associations. J. DeFilippi Simpson stated if partners use new features they would need to input new information. A. Webb noted Massachusetts launched a new permit system in January including separate participant and relationship entities for people and corporations.

Vessel Tracking Application Update

The vessel tracking application is related to ASMFC addendums 4 and 29 related to Jonah Crab and Lobster. The project will consist of tracking devices on the federal permitted Lobsters vessels managed by ASMFC. Vessel tracking application features include GARFO lobster permits, compliance reports, vessel location viewers, and raw vessel location report. ACCSP is focused on managing data. The development for production is complete. The framework will provide flexibility vessel tracking. There is ability to view compliant and non-compliant trips. The new track viewer features allow user to track accurate start and end times during trips.

**Security Updates**

FISMA Update

E. Martino went over the FISMA update.

The first external update was completed last March 2022. After external audits are done each year ACSCP receives a report to send to NFMS OCIO. This is important for the authority to connect (ATC). In September and December 2022, ACCSP completed an internal assessment. In March 2023, ACCSP completed another internal assessment. Currently, ACCSP is in the process of an external assessment reviewing 110 controls.

Oracle RAS: Real Application Security

Improves row level security with Oracle and RAS. RAS links user session with RAS policy. The RAS policy links to ACL’s – access control list. The rules determine what the user should see. This security level is within the database. RAS is currently only being done within the data warehouse. Changes have been implemented in test. Slated for production April 15th.

**Program Updates**

2023 ASMFC Action Plan

J. DeFilippi Simpson went over the 2023 action plan relevant to software development. ACCSPs goal was to produce dependable and timely marine fishery statistics for Atlantic coast fisheries. This includes improves species reporting by implementing enhanced species-market-grade list selections, continuing to provide data collection for SEFHIER, extending the OSR initiative, supporting implementation of spatial data management, updating participant database, and expanding the use of trip management system to incorporate universal trip ID.

ACCSP RFP

J. DeFilippi Simpson stated the RFP will release the week of May 8th. Funding is available, and partners have until June 16th to submit proposals. ACCSP encourages partners to think of new projects.

A.Webb asked what is the expected availability to assist with projects. J. DeFilippi Simpson stated ACCSP can assist with projects ASAP, however ACCSP has their own projects in progress.

Committee Newsletter

J. DeFilippi Simpson proposed to the group the idea of having software updates in the Committee newsletter. J. DeFilippi Simpson asked for group feedback on the Committee Newsletter approach. The group agreed by consent .

**Elections**

R. Watts volunteered to become vice-chair of the Informational Systems Committee. Chair J. Dingle stepped down as chair. J. Wilson is now the active Chair.

**Other Business**

A.Webb noted a benefit of the Haborlight calls promoting increased partner transparency. J. DeFilippi Simpson noted to contact ACCSP if partners have interest in being a part of the Harborlight/ACCSP call.

**Adjourn**

The meeting was adjourned by consent.

**Action Items**

There were no action items.