

Terms of Reference

For the

Lake Michigan Technical Committee

Committee Name: Lake Michigan Technical Committee (LMTC)

Function and Scope: The LMTC shall conduct work assignments as requested and prioritized by the Lake Michigan Committee. The LMC will consult with the LMTC to establish and maintain clear work objectives, prioritize tasks, and establish a product-reporting format. The LMTC may also identify a need to invite resource persons or recommend the LMC establish a specialized Task Group to address an issue(s) that requires attention beyond the scope of normal LMTC activities. The LMTC may also form internal “working groups” (ad hoc or permanent sub-committees) as the members deem necessary to fulfill their ongoing, technical advisory responsibilities.

Membership and Participation:

Chairman: A chairperson shall be a staff member of an LMTC member agency and is expected to serve a minimum term of two years. At the expiration of the designated term of service, the LMC will request a volunteer from the LMTC member agencies to serve as Chair unless the current chairperson requests an additional two year term and that is agreed upon by the LMC. If there are no volunteers among LMTC member agencies and the current Chair does not wish to continue in that role, then the current Vice-chair will assume the role of Chair and a new Vice-chair must be provided by the next member agency in the rotation (*see Rotation of Chair/Vice-Chair*).

If a chairperson is unable to complete a two year term, the Lake Michigan Committee (LMC) will request a volunteer from the member agencies to serve as Chair. If there are no volunteers from LMTC member agencies, the Vice-chair will assume the role. Two year rotational schedules will reset whenever a volunteer or Vice-chair assume the duties of Chair, and the next agency in rotation will provide a new Vice-chair.

Any member agency that wishes to install a staff member that is not an official member of the LMTC may do so, however, that person will act as a ‘neutral party facilitator’ and not participate in consensus decision making.

Vice-Chair: The Vice-chair will be provided by the next member agency following the agency that occupies the role of the Chair of the LMTC as specified in the

Rotation of Chair/Vice-chair. The role of the Vice-chair is to assist the Chair of the LMTC and serve as Chair *pro tem* as appropriate. If there are no volunteers among LMTC member agencies to assume the role of Chair and current Chair can not continue in that role, the Vice-chair will assume the role of Chair.

Member agencies:

A maximum of two representatives from the following State fishery management agencies;

- * Illinois Department of Natural Resources
- * Indiana Department of Natural Resources
- * Michigan Department of Natural Resources
- * Wisconsin Department of Natural Resources

A single representative from each of the following five Tribal governments that are party to the 2000 Consent Decree (*U.S. v Michigan*);

- * Bay Mills Indian Community
- * Grand Traverse Band of Ottawa and Chippewa Indians
- * Little Traverse Bay Bands of Odawa Indians
- * Little River Band of Ottawa Indians
- * Sault Ste Marie Tribe of Chippewa Indians

A single representative from the following agencies and research organizations;

- * USFWS Fishery Resource Office – Green Bay
- * USFWS Sea Lamprey Control
- * USGS Great Lakes Science Center

Resource Persons: The LMC or the LMTC chairperson may invite any interested individuals with needed expertise to attend meetings and participate in LMTC activities.

Rotation of Chair/Vice-chair: Illinois DNR, Tribal representation, Indiana DNR, United States Geological Survey, Michigan DNR, United States Fish and Wildlife Service, Wisconsin DNR

Agency and member commitments: To ensure accomplishment of Lake Committee objectives and assignments, agencies are encouraged to commit appropriate personnel and resources to LMTC activities in their annual agency work plans. All members and resource persons are expected to participate in LMTC assignments in an equitable manner, and in a manner conducive to their expertise and their agency's interest in a particular issue.

Role of the GLFC Secretariat: With concurrence from the GLFC, an individual from the secretariat will be provided to the LMTC to serve as liaison between the LMTC and the LMC / GLFC, and to assist the LMTC with issues related to the commission and the Joint Strategic Plan.

Consensus: Consistent with the Joint Strategic Plan for Management of Great Lakes Fisheries, the LMTC shall operate under a consensus format. In this regard, there is no formal voting mechanism. The LMTC is encouraged to work toward consensus, but if consensus cannot be achieved, the LMTC shall present the varying opinions or positions to the LMC for resolution.

Frequency of Meetings: The LMTC is encouraged to meet at least twice annually. More frequent meetings or conference calls may be needed to address issues that require urgent and/or timely action.

Tom Gorenflo, LMC chairman

Approved by the Lake Michigan Committee July 23, 2013
Replaces Terms of Reference for the LMTC adopted March 10, 2010