

# FISHERIES MANAGEMENT STANDING TEAMS AND TASK FORCE HANDBOOK



**BUREAU OF FISHERIES MANAGEMENT  
STANDING TEAMS AND TASK FORCE HANDBOOK  
(Revised December 15, 2011)**

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## **GENERAL TEAM AND TASK FORCE CHARGE AND OPERATING PROCEDURES**

(Revised December 15, 2011)

### **DEFINITIONS**

- **FM BOARD:** Fisheries Management Board. The Bureau Director of Fisheries, Bureau Section Chiefs, 4 District Fisheries Supervisors, Section Chief of Fisheries Research (SS) and Water Management Team liaison (rotates among Water Leaders).
- **ISSUE BRIEF:** The primary format for presenting issues or recommendations to the Board (see Board Operating Procedures).
- **TASK FORCE:** An ad-hoc group assembled at the direction of the Board to address a short term issue, report back to the Board, and disband when their task is accomplished.
- **TEAM:** Statewide Fisheries Management Standing Team. A group assembled at the direction of the Board to advise it on technical and policy subjects.
- **TEAM/Task Force Leader:** An FH staff member assigned responsibility for leading a team or task force.
- **TEAM/Task Force member:** A DNR employee assigned to a team or task force.
- **SPONSOR:** A Board member assigned as mentor to a team or task force and be primary liaison between the team or task force and the Board. For purposes of the team or task force, the Leader reports to the Sponsor.

### **STATEWIDE FISHERIES MANAGEMENT STANDING TEAM APPOINTMENTS**

In general, the core membership of a team or task force ranges from 8 to 11 staff selected because of their experience, subject knowledge, interest, and ability to represent the program at large. Alternate members are not desirable and members are expected to attend meetings and complete assignments. When necessary, teams and task forces are encouraged to call knowledgeable people to their meetings to assist them with their work. These may include staff from other DNR programs, other agencies, the university, or the public.

#### FM Bureau appointments

Representatives to the team or task force will be appointed by the Director of the Bureau of Fisheries Management with the concurrence of the representative's respective District Fisheries Supervisor or Section Chief. It is the responsibility of the Sponsor and the Leader to recommend new members to the Bureau Director to ensure continuity within the team or task force.

#### Non FM Program appointments

Non FM DNR program representatives to the team or task force will be appointed by their respective Bureau Director at the request of the Fisheries Management Bureau Director. The Sponsor and Leader may recommend non-FM appointment to the Fisheries Management Bureau Director as needed for their expertise or as representatives to specific subprograms (e.g. Law Enforcement, SS).

#### Non Department appointments

Generally, teams and task forces will not have non Department members. Instead external agency or public involvement will be solicited as needed and appropriate as determined by Sponsor and Leader. A more detailed discussion is below.

## GENERAL PURPOSE OF TEAMS AND TASK FORCES

Teams and task forces exist to provide technical advice, support functions, and recommendations to the Fisheries Management Board (FM Board) on a variety of subjects designated by and directed to the team or task force from the FM Board through the Sponsor. Teams and task forces may also propose recommendations to the FM Board through their Sponsors.

These subjects may include technical issues, reviews of current or proposed policy, or the development of specific recommendations that concern new policy, operating procedures, or emerging issues. Teams or task forces may also be directed to:

- Evaluate the efficiency and effectiveness of current objectives, work plans, or priorities.
- Evaluate technical procedures, protocols, and FM Handbook requirements.
- Identify, discuss, and recommend responses to emerging issues that affect fisheries and/or the fisheries program.
- Develop alternatives and make recommendations to the FM Board as directed.

Teams and task forces serve the statewide program by performing a variety of staff work which may require:

1. Review current policy, technical protocols, regulations, stocking guidance and other procedures relative to the team or task forces' assigned area of responsibility and recommend changes to the FM Board.
2. Review the results of external research or projects that relate to the responsibility, incorporate new findings into species plans or other management documents.
3. Review the current "species" plans and objectives in the Fisheries Strategic plan, evaluate progress and recommend changes to the FM Board.
4. Evaluate the results of relevant projects statewide and review analyses from the statewide FH data base.
5. Identify emerging biological or social (stakeholder) issues that affect fisheries and alert the FM Board as appropriate.
6. Develop work planning guidance based on items 1-5 (above).
7. Respond to assignments directed to the team or task force by the FM Board in the designated timeframe.
7. Coordinate and integrate team or task force activities with other teams and task forces as appropriate for the assigned activities.
8. Occasionally a team or task force may be expressly directed by the FM Board to coordinate and integrate its activities with other states, universities, the Conservation Congress, the general public, and others.

Teams and task forces will generally operate under a current charge that includes specific work assignments and timelines. Teams and task forces are critical in the development of policy and management of statewide programs, however team sponsors, leaders and members have limited time and must balance their team responsibilities with their other work assignments. Maintaining a current charge and assignment list will ensure that teams and task forces are effectively using their available time on the highest priority tasks.

## **ROLE OF TEAM OR TASK FORCE SPONSOR**

The Sponsor is the link between the FM Board and the team or task force Leader, and is responsible for the two-way flow of ideas and recommendations. The Sponsor:

- Maintains the team charge – updating as needed to reflect changing workload or priorities.
- Determines when an issue or recommendation is ready for a discussion or review by the FM Board and is responsible for that agenda item.
- Provides guidance, mentoring, advice, policy clarification, and team or task force priorities to the Leader.
- Sets specific annual objective(s) for each team or task force (with the Leader) and sets corresponding deadlines and deliverable products.

The Sponsor works closely with the Leader's formal supervisor and may provide feedback concerning the Leader's performance.

The Sponsor engages performance issues among team or task force members with their respective supervisory chain of command if and when such issues occur. The Leader should bring internal team or task force disputes to the Sponsor as the first level of resolution. If the issue remains in the dispute, then the Sponsor will determine whether discussion with one or more fellow FM Board members or the entire FM Board is warranted to resolve the issue.

## **ROLE OF TEAM OR TASK FORCE LEADER**

Team Leaders are expected to spend up to 288 hours annually managing their teams. This time has been allocated in the annual work plan under activity code FHLP. Task force Leaders will be allocated an appropriate amount of time by the FM Board depending on the assignment, and time will be made available in the appropriate activity code.

The Leader is responsible for management of the team or task force:

- Completing assignments in full and on time as directed by the FM Board and Sponsor.
- Scheduling meetings as required to meet the team or task force charge, generally at least once per year.
- Managing each meeting from preparation and agenda through distribution of minutes. Minutes should be circulated to Team or task force members, reviewed, and then submitted to the FM Board. Discussion points or recommendations in minutes are not policy but may be recommended to the FM Board in an issue brief for specific approval and subsequent action.
- Assigning team or task force Members to tasks necessary to complete the team or task force objectives.
- Discussing Member performance with the Sponsor.
- Schedule, workload, and work priority issues are expected to be resolved by the Leader and Sponsor with the Member and their supervisor.
- Coordinate and integrate activities and recommendations with other teams and task forces, or program staff as appropriate for the assigned activities. For example, recommendations that involve changes to database should be reviewed by the Bureau database coordinator before finalizing.

- Formal communications within and outside the team or task force are the responsibility of the Leader (with the guidance of the Sponsor). Approved minutes (with minority reports if necessary) will be posted to FH Common or the intranet.

## **ROLE OF TEAM MEMBERS**

Each Team Member is expected to invest up to 100 hours (total) working on the team or teams to which they have been assigned. Bureau staff are expected to spend up to 288 hours on teams each year. This time has been allocated in the annual work plan under activity code FHLP. Task force Members will be allocated an appropriate amount of time by the FM Board depending on the assignment, and time will be made available in the appropriate activity code. These are significant investments of time and we expect Leaders and Members to make good use of it.

In performing its functions, Members are expected to stay current in their fields, freely exchange and openly discuss information with each other, and remain cognizant of statewide policies, codes, statutes, and inter-state agreements that affect their assignments.

The Leader may assign Members to gather input (from other staff in fisheries, in other subprograms, in other districts, or from the public), analyze data or policies, write reports, draft Administrative Codes or Handbook sections, or give presentations. Generally, Members are expected to think broadly and are not constrained to serve only as representatives of Bureau or a District. However, district or work unit representatives must take responsibility for communicating with their district or work unit. Members are expected to prepare before meetings, participate openly, and complete assignments on time. Leaders, in discussion with their Sponsor, may discuss Member performance with the Member's supervisor. Schedule, workload, and work priority issues are expected to be resolved by the Leader and Sponsor with the Member and their supervisor.

## **ROLE OF TEAMS AND TASK FORCES**

1. Teams and task forces make recommendations to the FM Board which retains responsibility for making decisions and implementing policies that follow those decisions.
2. Teams and task forces are primary technical advisors to the FM Board through their Sponsors and Leaders.
3. The FM Board expects that recommendations coming from teams and task forces address the specific work assignment in a timely fashion, are based on the latest and most relevant scientific information, have received appropriate internal and external review, include full consideration of relevant alternatives, and fairly represent consensus and minority opinions of team members.
4. The Sponsor determines when an issue is ready for communication to the FM Board which may be in the form of updates or final recommendations. The issue brief is the normal mode of communication to the full FM Board.
5. Generally teams and task forces should be investing their limited time on tasks specifically assigned in the charge. However Team Leaders should keep sponsors apprised of other issues or activities that should receive attention. If appropriate the Sponsor will consult with the FM Board.

## **MEETING PROCEDURES AND DECISION MAKING**

In general, the FM Board expects each team and task force to follow the same meeting and decision making procedures that the FM Board itself uses for its deliberations and decision making. These meeting procedures are found on the FH Intranet page at:

<http://intranet.dnr.state.wi.us/int/water/fhp/FinalFMBoardOpProcedures.pdf>

Minutes must be kept for all meetings so that team or task force work products are maintained. Preparation of draft and final minutes and their distribution are the responsibility of the team or task force Leader (or designee). All minutes should be first be reviewed and approved by the team Sponsor who will determine if any additional review or approvals are needed. Approved minutes should be promptly distributed and posted to the program intranet site, and any other appropriate venues as determined by the Leader and Sponsor.

## **PUBLIC INVOLVEMENT**

Although some work of a team or task force may be technical or focused on internal policy issues, many team or task force activities require appropriate public or external agency involvement. It is the responsibility of the team or task force Leader and Sponsor to decide when and if an issue or proposed recommendation requires public involvement or input from other agencies or groups. If questions arise about the necessary level of external involvement, the Sponsor may prepare an issue brief for the FM Board to outline the reasons for public involvement and recommend a course of action and type of public involvement. The specific issue will dictate the need, the extent of the involvement, and the range of stakeholders who will be invited to participate.

## **CONSERVATION CONGRESS**

The Conservation Congress is a statutory advisory group to the Natural Resources Board, and should generally be consulted whenever external involvement is sought by a team or task force. The appropriate Conservation Congress committee chair is the contact for seeking congress representation on a team. For example, the Warmwater Committee has provided a representative to consult with the walleye and musky teams. Leaders and Sponsors may be called upon to brief members of the Conservation Congress Study or Executive Committees concerning their work.

## **GREAT LAKES INDIAN FISH AND WILDLIFE COMMISSION**

According to terms of the Federal court decision on ceded territory fisheries management, a representative from the Great Lakes Indian Fish and Wildlife Commission (GLIFWC) will be a **formal member** of any Department team or task force dealing with management of fisheries resources within the Ceded Territory. The designated GLIFWC representative should receive formal invitations to all team or task force functions and copies of all minutes, briefing papers, and issue briefs. Leader should consult with the Bureau Treaty Coordinator on all issues that fall within the Ceded Territory to determine if and how to contact or include GLIFWC.

## **PUBLIC NOTICE**

Generally team or task force meetings that involve members of the public need to have a public notice as require by law (ss. 19.83 and 19.84, Wis. Stats). When necessary, the process for public noticing a meeting can be found in the Media Relations Handbook (HB 85051.A). Leaders should consult with their Sponsor to make sure public notice requirements are followed.

## **WORK OBJECTIVES, ACTIVITIES & TASKS**

The development of specific work objectives and their associated deadlines, activities and tasks are the responsibility of the team or task force Leader working with the team or task force Sponsor and are based on the specific charge of the team or task force, and other specific assignments made by the FM Board. This handbook will be periodically updated to contain a current version of the charge and membership of active teams and major task forces.

### **Notes on the December 15, 2011 update:**

The Fisheries Management program conducted a review of standing teams and task forces over the summer of 2011. The primary issues identified were managing team workload, ensuring full participation of team membership, and communicating team activities to the FM Board and program. Based on this review, this handbook and standing team charges were revised to include specific deliverables and timelines rather than open ended responsibilities, membership and status of each team and task force were updated, and introductory sections were clarified. The FM Board also committed to follow up training with all team sponsors, leaders and members, and revising workplans to improve effectiveness and workload management for all teams. Finally, the FM Board will make team/task force updates and task reporting a routine part of their meeting agendas.

Some teams no longer appear in this handbook. We determined that the Tournament Fishing Task Force had completed it's original assignment and it was discharged. As part of the Department's organizational effectiveness restructuring that went into effect on September 1, 2011, all of the fish propagation functions were organized into the Fish Culture Section. This eliminated the need for the Fish Propagation and Fish Propagation Staffing standing teams. The creation of an East District encompassing all of the work units on Lake Michigan will prompt a review of the need for a standing Lake Michigan Fisheries Team. The FM Board will also review the need for additional teams which have been suggested including a Great Lakes Fisheries Team, FERC Team, and a Fish Health Team.

## **WALLEYE TEAM**

### **TEAM CHARGE**

Implement Wisconsin's Walleye Management Plan and coordinate walleye management statewide. Specific assignments are:

1. Review angling regulation guidance and subsequent specific walleye regulation proposals (every two years), and any relevant Conservation Congress resolution or advisory question proposals (each year).
2. Review walleye stocking guidance before it is issued (each year).
3. Determine the specific management objective and resulting final cost (eg. "cost to creel") of all types of stocked walleyes (by April, 2012).
4. Review the consumptive opportunity angling regulation category options for effectiveness and reduce if possible (by July 2013).
5. Follow up on the 18" minimum/3 bag southern Wisconsin walleye proposal to determine the appropriate next steps (must be done by February, 2012 if any modified regulation proposals are going to be submitted for 2014).
6. Follow up on the 20 lake "walleye restoration" project – prepare annual update reports starting in 2012 and maintain liaison with other related research efforts.

### **TEAM NAME**

Walleye Team

### **TEAM SPONSOR**

Steve Hewett

### **GUIDANCE TEAM**

Fisheries Management Board (FM Board)

### **TEAM MEMBERS**

Team Leader: FM Bureau – Joe Hennessy, FH/4

#### Team Members:

East District - Kendall Kamke, Oshkosh

North District - Mike Vogelsang, Woodruff

South District – Kurt Welke

South District – Ben Heussner, Waukesha

West District – Justine Hasz, Wisconsin Rapids

Mississippi River - Ron Benjamin, La Crosse

Propagation Program - Gary Muench, Woodruff-Oehmcke

Treaty Fisheries – TBD (new Woodruff biologist when hired)

SS Fisheries Research – Jeff Kampa, Spooner, Greg Sass, Boulder Junction

Great Lakes Fisheries Rep. – Steve Hogler, Green Bay

GLIFWC – Joe Dan Rose

## **PANFISH TEAM**

### **TEAM CHARGE**

Develop and implement a Panfish Management Plan for Wisconsin and coordinate panfish management statewide. Specific assignments are:

1. Review angling regulation guidance and subsequent specific panfish regulation proposals (every two years), and any relevant Conservation Congress resolution or advisory question proposals (each year).
2. Complete panfish regulations literature review (Winter 2011-12)
3. Complete evaluation of current 10 bag limit option and make recommendations for category modifications (must be done by February, 2012 to affect 2014 angling regulations).
4. Complete a panfish management plan (September, 2012).

### **TEAM NAME**

Panfish Team

### **TEAM SPONSOR**

Steve AveLallemant

### **GUIDANCE TEAM**

Fisheries Management Board (FM Board)

### **TEAM MEMBERS**

Team Leader: FH Bureau – Joanna Griffin, FH/4

#### Team Members:

East District - Al Niebur, Shawano

North District - Dave Neuswanger, Hayward

South District - Mike Sorge, Fitchburg

South District – Travis Motl, Plymouth

West District – Dan Hatleli, Black River Falls

Mississippi River – Pat Short, Prairie du Chien

SS Fisheries Research - Gene Hatzenbeler, Spooner

GLIFWC - TBD

## **BASS TEAM**

### **TEAM CHARGE**

Implement Wisconsin's Bass Management Plan and coordinate bass management statewide. Specific assignments are:

1. Review angling regulation guidance and subsequent specific bass regulation proposals (every two years), and any relevant Conservation Congress resolution or advisory question proposals (each year).
2. Review bass stocking guidance before it is issued (each year).
3. Determine the specific management objective and resulting final cost (eg. "cost to creel") of all types of stocked bass (by April, 2012).
4. Review the consumptive opportunity angling regulation category options for effectiveness and reduce if possible (by July 2013).
5. Evaluate current season structure including the early "catch and release" season and determine if they are having a significant influence on the fishery with the goal of eliminating ineffective regulations (by July 2013).

### **TEAM SPONSOR**

Randy Schumacher

### **GUIDANCE TEAM**

Fisheries Management Board (FM Board)

### **TEAM MEMBERS**

Team Leader: FH Bureau – Jon Hansen, FH/4

#### Members:

East District – Chip Long, Peshtigo  
North District - Thomas Sommerfeldt, Park Falls  
South District - Bradd Sims, Dodgeville  
South District - Doug Welch, Sturtevant  
West District – Heath Benike, Eau Claire  
Mississippi River – Ron Benjamin, La Crosse  
Treaty Fisheries – TBD (new Spooner Treaty biologist when hired)  
Great Lakes – Scott Hansen, Sturgeon Bay  
Propagation – Lee Goehring, Black River Falls  
SS - John Lyons, Madison  
GLIFWC - TBD

## **NORTHERN PIKE TEAM**

### **TEAM CHARGE**

Develop and implement a Northern Pike Management Plan for Wisconsin and coordinate northern pike management statewide. Specific assignments are:

1. Review angling regulation guidance and subsequent specific northern pike regulation proposals (every two years), and any relevant Conservation Congress resolution or advisory question proposals (each year).
2. Review northern pike stocking guidance before it is issued (each year).
3. Determine the specific management objective and resulting final cost (eg. "cost to creel") of all types of stocked northern pike (by April, 2012).
4. Finish evaluation of current regulation categories (using best available information) and make recommendations for revisions (by July 2013).
5. Develop a formal Northern Pike management plan (by July 2013).

### **TEAM SPONSOR**

Steve AveLallemant

### **GUIDANCE TEAM**

Fisheries Management Board (FM Board)

### **TEAM MEMBERS**

Team Leader: FH Bureau, Paul Cunningham, FH/4

#### Members:

East District – Tammy Paoli, Peshtigo  
North District – John Kubisiak, Rhinelander  
South District - Laura Stremick Thompson, Horicon  
South District – Ben Heussner, Waukesha  
West District – Tom Meronek, Wausau  
Mississippi River – Brian Brecka, Alma  
Propagation – Randy Larson, Wild Rose  
SS - Paul Kanehl, Madison  
GLIFWC - TBD

## **MUSKELLUNGE TEAM**

### **TEAM CHARGE**

Implement Wisconsin's Muskellunge Management Plan and coordinate muskellunge management statewide. Specific assignments are:

1. Review angling regulation guidance and subsequent specific muskellunge regulation proposals (every two years), and any relevant Conservation Congress resolution or advisory question proposals (each year).
2. Review muskellunge stocking guidance before it is issued (each year).
3. Determine the specific management objective and resulting final cost (eg. "cost to creel") of all types of stocked muskellunge (by April, 2012).
4. Update muskellunge management plan to include quantitative objectives for "trophy" regulation category to provide a consistent basis for evaluating current and future trophy regulation proposals (by August, 2012).
5. Complete muskellunge stocking evaluation and integrate into subsequent stocking guidance (by August, 2014).
6. Complete review of the muskellunge waters classification system, update the listing maintained on the web, and complete printing of revised musky waters booklet (by April, 2012)
7. Complete a review of current standard muskellunge sampling metrics and make recommendations on revisions to improve the assessment of muskellunge fisheries (by August 2012)

### **TEAM SPONSOR**

Scot Stewart

### **GUIDANCE TEAM**

Fisheries Management Board (FM Board)

### **TEAM MEMBERS**

Team Leader: FH Bureau - Tim Simonson, FH/4

#### Members:

East District – Steve Hogler, Green Bay  
North District - Steve Gilbert, Woodruff  
North District – TBD (new Barron biologist when hired)  
South District –Dave Rowe, Poynette  
South District - Doug Welch, Sturtevant  
West District – Jordan Weeks, La Crosse  
Propagation – Gary Lindenberger, Spooner  
Treaty – Dennis Scholl  
SS – Martin Jennings, Spooner  
GLIFWC – Joe Dan Rose

## **STURGEON TEAM**

### **TEAM CHARGE**

Implement Wisconsin's Sturgeon Management Plan and coordinate sturgeon management statewide. Specific assignments are:

1. Review angling regulation guidance and subsequent specific sturgeon regulation proposals (every two years), and any relevant Conservation Congress resolution or advisory question proposals (each year).
2. Review sturgeon stocking guidance before it is issued (each year).
3. Review biennial workplan guidance relating to sturgeon (by November of even number years), and make funding recommendations on submitted projects (by March of odd number years).
4. Determine the specific management objective and resulting final cost (eg. "cost to creel") of all types of stocked sturgeon (by April, 2012).
5. Update statewide sturgeon management plan to include shovelnose sturgeon and any other new information and make any appropriate follow up recommendations to the FM Board (draft by July 2012, final plan by July 2013).

### **TEAM SPONSOR**

Steve Hewett

### **GUIDANCE TEAM**

Fisheries Management Board (FM Board)

### **TEAM MEMBERS:**

Team Co Leaders: FH Bureau, Karl Scheidegger, FH/4 and Ron Bruch, East District-Oshkosh

#### Members:

Lake Michigan - Mike Donofrio, Peshtigo

Propagation – Steve Fajfer, Wild Rose

Lake Superior – Lake Superior biologist TBD

North District – Jeff Scheirer, Park Falls (inland)

North District – TBD (new Bayfield biologist when hired) (Lk. Superior)

South District – Dave Rowe, Poynette

East District - Brad Eggold, Milwaukee

West District - Tom Meronek, Wausau

Mississippi River – Pat Short, Prairie du Chien

SS – Brian Weigel, Madison (for shovelnose sturgeon discussions)

SS – Jeff Kampa (as needed to provide updates on his research project)

GLIFWC – Joe Dan Rose

## **TROUT TEAM**

### **TEAM CHARGE**

Develop and implement a Management Plan for trout in Wisconsin and coordinate inland trout management statewide. Specific assignments are:

1. Review angling regulation guidance and subsequent specific trout regulation proposals (every two years), and any relevant Conservation Congress resolution or advisory question proposals (each year).
2. Review trout stocking guidance before it is issued (each year).
3. Review biennial workplan guidance relating to trout stamp (by November of even number years), and make funding recommendations on submitted projects (by March of odd number years).
4. Manage statewide trout stamp funding and expenditures, track accomplishments and prepare biennial report (annual report to FM Board).
5. Determine the specific management objective and resulting final cost (eg. "cost to creel") of all types of stocked trout (by April, 2012).
6. Complete trout regulations review and expand into a statewide trout management plan that sets quantitative population management objectives which can be used to evaluate and develop goals for habitat improvement, harvest regulations, and beaver management (draft by July 2012, final plan by July 2013).
7. Coordinate coldwater stream sampling program with Division monitoring team and FM warmwater stream sampling programs (annual report to FM Board).
8. Coordinate beaver control activities and maintain liaison with wildlife management (annual report to FM Board).

### **TEAM SPONSOR**

Scot Stewart

### **GUIDANCE TEAM**

Fisheries Management Board (FM Board)

### **TEAM MEMBERS:**

Team Leader: Team leadership duties are currently being shared by team members as assigned by the Sponsor. Joanna Griffin – administrative reports, data summaries, trout habitat review; Marty Engel – trout regulations review; Jordan Weeks – Conservation Congress Liaison; Steve Avelallemant – beaver management; Scot Stewart – trout stamp funding.

#### Members:

CO – Joanna Griffin, Madison  
East District - Dave Bartz, Montello  
North District – Jamison Wendel, Spooner  
North District - Dave Seibel, Antigo

South District – Mike Aquino, Fitchburg  
South District - Gene Van Dyck, Dodgeville  
South District - Travis Motl, Plymouth  
West District – Jordan Weeks, La Crosse  
West District - Marty Engel, Baldwin  
East District – Shawn Sullivan, Wild Rose  
Propagation – Mike Aquino, Fitchburg  
SS - Matt Mitro, Madison  
GLIFWC - TBD

## **CATFISH TEAM**

### **TEAM CHARGE**

Develop and implement a Catfish Management Plan for Wisconsin and coordinate catfish management statewide. Specific assignments are:

1. Review angling regulation guidance and subsequent specific catfish regulation proposals (every two years), and any relevant Conservation Congress resolution or advisory question proposals (each year).
2. Review catfish stocking guidance (if any) before it is issued (each year).
3. Determine the specific management objective and resulting final cost (eg. "cost to creel") of all types of stocked catfish – if any (by April, 2012).
4. Develop a formal Catfish management plan (by July 2013).

### **TEAM SPONSOR**

Bob Hujik

### **GUIDANCE TEAM**

Fisheries Management Board (FM Board)

### **TEAM MEMBERS:**

Team Leader: Bradd Sims, South District

#### Members:

CO – Joe Hennessy, Madison  
East District – Al Niebur, Shawano  
North District – none at this time  
South District – Ben Heussner, Waukesha  
West District – Tom Meronek, Wausau  
Mississippi River – Brian Brecka, Alma  
SS – Randy Piette, Oshkosh

## **BUREAU OF FISHERIES MANAGEMENT TRAINING TEAM**

### **TEAM CHARGE**

Develop and implement training programs detailed in the approved FM Board Issue Brief :

<http://intranet.dnr.state.wi.us/int/water/fhp/Issue%20Brief%20Training%20committee.pdf>

Specific assignments are:

1. Complete continuing education plan to complement new employee training program by July 2012 and make recommendations to FM Board on implementation activities.
2. Review Department mentoring programs and make recommendations to FM Board on appropriate mentoring activities for FM staff (July 2012).
3. Working with the Department Training Office as needed, complete development of an FM employee training tracking program which is tied to new and continuing employee training programs and allows supervisors and statewide coordinators to routinely assess and plan for staff training needs (July 2013).
4. Conduct a Bureau of Fisheries Management Statewide training session in winter, 2013.

### **TEAM NAME**

FM Training Team (TT)

### **TEAM SPONSOR**

Mike Staggs

### **GUIDANCE TEAM**

Fisheries Management Board (FM Board)

### **TEAM MEMBERS**

Team Leader: Karl Scheidegger, CO-Madison

CO Hatchery Operations - Al Kaas, Madison

CO – Jean Meyer, Madison

East District - Mike Donofrio, Peshtigo

East District – Cory Weinandt, Peshtigo

North District - Terry Margenau, Spooner

South District - Bob Fahey, Fitchburg Operations Unit

South District – Sue Beyler, Waukesha

South District – Steve Gospodarek, Waukesha

East District - Pradeep Hirethota, Milwaukee

East District – Cheryl Masterson, Milwaukee

West District - Pete Segerson, Black River Falls Operations Unit

West District – Brian Brecka, Alma

SS - Jeff Kampa, biologist, Spooner

## **URBAN FISHING TEAM**

### **TEAM CHARGE**

**Note: A joint meeting will be held of the Urban Fishing, Aquatic Education and Outreach Teams in early 2012 to clarify team roles and review team charges. The goal will be to establish clear and non-overlapping team charges, separate team activities from staff work assignments, and clarify team roles and responsibilities.**

- 1) Enroll urban water bodies under NR 20.33 Wisconsin Administrative Code. Hold required public hearing(s). Post signs designating water as open only to children and certain disabled anglers during the special spring youth fishing season.
- 2) Coordinate statewide urban pond stocking program. Seek funds for contracting private fish stocking. Assign priorities to domestic rainbow trout raised for urban waters through the State hatchery system.
- 3) Coordinate statewide fishing rod loaner program. Issue instructional fishing group permits. Purchase fishing rods to loan and maintain them.
- 4) Coordinate statewide urban park pond management program. Assess pond water quality and fish production potential. Develop pond remediation and management plans to improve fishing and aesthetics.
- 5) Coordinate fishing clinics. Encourage volunteer-based involvement. Distribute promotional literature. Teach angling techniques, equipment and ethics.
- 6) Seek funds to build shore fishing stations and other facilities that encourage and facilitate angling within metropolitan areas.
- 7) Assist local officials in Wisconsin's larger cities to develop public fishing access plans to urbanized harbors, ponds and rivers.
- 8) Implement fishery habitat improvement plans in urban areas that concentrate fish for better fishing and/or improve fishable fish populations.

### **TEAM SPONSOR**

Scot Stewart

### **GUIDANCE TEAM**

Fisheries Management Board (FM Board)

### **TEAM MEMBERS**

Team Leader: Matt Coffaro, South District, Milwaukee  
CO – Theresa Stabo, Madison  
East District – Kendall Kamke, Oshkosh  
North District – none at this time  
South District – Mark Baldock, Horicon  
South District – Sue Beyler, Waukesha  
West District – Tom Meronek, Wausau  
Mississippi River – Dave Heath, La Crosse  
SS – Matt Mitro, Madison  
LS – Tim Andryk  
LE-NER – Kevin Mickelberg

## **AQUATIC EDUCATION TEAM**

### **TEAM CHARGE**

**Note: A joint meeting will be held of the Urban Fishing, Aquatic Education and Outreach Teams in early 2012 to clarify team roles and review team charges. The goal will be to establish clear and non-overlapping team charges, separate team activities from staff work assignments, and clarify team roles and responsibilities.**

1. Evaluate the efficiency and effectiveness of current ARE objectives, work plans and priorities.
2. Identify, discuss, and recommend responses to emerging issues that affect fisheries and /or the fisheries program.
3. Develop alternatives and make recommendations to the Board as directed.
4. Promote lifelong learning about and enjoyment of natural resources through angling.
5. Connect Wisconsin citizens with their aquatic resources and fisheries to foster a sense of ownership and stewardship.
6. Introduce underserved populations to fishing and their local aquatic resources in partnership with Urban Fishing Program and organizations that have strong relationships with low-income, minority communities, particularly new immigrants.
7. Focus on Wisconsin teachers and youth leaders and provide training and support in a multi-disciplinary angler education program to Wisconsin school teachers and youth leaders that improve environmental literacy among the general population. Strengthen relationships between experienced fishing club members and school teachers who lack angling skills, but would welcome assistance in implementing angling programs, either in after-school clubs or during school hours.
8. Produce and maintain museum-quality exhibits that interpret the goals, challenges and successes of Fisheries Management at select hatcheries and produce more moderately-cost exhibits on timely fisheries issues for statewide distribution and use. Ideally, exhibits include a take-home message for the viewer on how their actions affect water quality and the fishery.
9. Balance publication printing with Web access of information and recognize that most households and the majority of youth seek information through the Web.
10. Develop recommendations to the FM Board for a Fisheries Management Aquatic Education strategic plan with appropriate internal and external input will provide guidance for resource allocations and project development during the FY13-15 biennial workplanning (September 2012).

### **TEAM SPONSOR**

Mike Staggs

### **GUIDANCE TEAM**

Fisheries Management Board (FM Board)

### **TEAM MEMBERS:**

Team Leader: FH Bureau, Theresa Stabo, Madison

#### Members:

East District – David Bartz, Montello

North District – Greg Matzke, Florence

South District – Laura Stremick-Thompson, Horicon

South District – John Komassa, Eagle

West District/Mississippi River – Jeff Janvrin, La Crosse  
OC – Janet Hutchens, Madison  
Parks – Judy Klippel  
Licensing Rep – consult as needed.

## **FISHERIES OUTREACH TEAM**

### **Team Charge**

**Note: A joint meeting will be held of the Urban Fishing, Aquatic Education and Outreach Teams in early 2012 to clarify team roles and review team charges. The goal will be to establish clear and non-overlapping team charges, separate team activities from staff work assignments, and clarify team roles and responsibilities.**

1. Communicate high priority issues and information concerning fish, their habitats and fishing to stakeholders and partners.
2. Create, deliver, apply, and preserve high-quality informational and educational materials for public and program benefit primarily through the use of direct contact with people and organizations, and electronic media. De-emphasize the use of printed materials because of cost.
3. Employ current media technologies to promote license sales, angling, natural resource conservation, and a greater understanding of the fragility of the aquatic resource.
4. Work with partners to identify and meet shared or complementary fisheries outreach objectives.
5. Foster two-way communication between fisheries management personnel and fishing constituents to ensure that management options incorporate scientific, stakeholder, and public policy perspectives.
6. Evaluate outreach activities and recommend changes to objectives and work plans to the FM Board.

### **Team Sponsor**

Fisheries Services Section Chief (Staggs interim)

### **Guidance Team**

Fisheries Management Board (FM Board)

### **Team Members**

Team Leader: Karl Scheidegger, FH - Madison  
CE - Lisa Gaumnitz/Alisa Santiestaban, CE - Madison  
CO - Theresa Stabo, Aquatic Education Liaison, FH - Madison  
South District - Kurt Welke, Fitchburg  
South District - Matt Coffaro, Milwaukee  
East District - Ron Bruch, Oshkosh  
West District - **vacant**  
North District- Darren Miller, Bayfield

## **SAFETY TEAM**

### **TEAM CHARGE**

Create a culture of safety within the Fisheries Management program that includes:

- a viable command and control structure to ensure accountability for safety,
- tracking and notification of incidents,
- risk assessment and minimization of risk by examining tasks, establishing safe procedures, requiring operator training and certification
- periodic, un-announced safety audits of work sites and operations
- a safety alert system to halt specific operations or the use of specific equipment until safe operating parameters may be established.

Specific assignments are:

1. By March 1, 2012 the Safety Team should develop and implement a strategy for increasing the reporting of near misses (report to FM Board). {Note: the original due date for this performance measure was September 1, 2009}
2. By July 1, 2012 the Safety team should develop and implement a program for proactive safety audits and inspections and produce an annual compliance report for the FM Board.
3. Make recommendations to the FM Board on ways to improve the communication of incident reports and follow up reviews and actions to make sure that everyone in the chain of command and at the FM Board level is aware of all safety issues in the program (September 1 2012).

### **TEAM SPONSOR**

Fisheries Services Section Chief (Staggs interim)

### **GUIDANCE TEAM**

Fisheries Management Board (FM Board)

### **TEAM MEMBERS:**

Team Leader: Pete Segerson – Black River Falls and John Komassa – Eagle

#### Members:

East District – vacant (John Nelson, Winnebago)

North District – Mike Keniry, Ashland

South District – Bob Fahey, Fitchburg

FM Statewide Electrofishing Coordinator – TBD (when hired)

East District – Mike Donofrio, Peshtigo (Great Lakes)

North District -Treaty Unit – Dennis Scholl, Woodruff

DNR-Risk Management – Marsha Present

DNR-Risk Management – Tom Joestgen

DNR-Fleet – John Leighty

## **ROTENONE APPLICATION TEAM**

### **TEAM CHARGE**

Develop policies for and coordinate rotenone and other piscicide use in Wisconsin, and function as a statewide work unit to provide technical expertise and assist in chemical treatments being done across the state by Department staff. Specific work assignments are:

1. Review and revise FM Handbook regarding use of rotenone and piscicide use as needed to reflect recent changes in state or federal laws or policies, emerging science and technology, or new information on safety issues (July 2012).
2. Team members maintain appropriate level of training and certification to function as team members in chemical treatments (on going).
3. Make recommendations to FM Board on appropriate staff training regarding use of rotenone and piscicides and work with Training Team to conduct training activities (on going).
4. Make recommendations to FM Board on statewide chemical treatment equipment needs and maintain statewide equipment inventory (on going).
5. Develop biennial workplan guidance and review submitted projects regarding chemical treatments (every two years).
6. Provide planning and implementation expertise and resources to local FM field units conducting chemical treatment activities approved in the workplan (as needed)

### **TEAM SPONSOR**

Bob Hujik – Eau Claire

### **GUIDANCE TEAM**

Fisheries Management Board (FM Board)

### **TEAM MEMBERS:**

Team Leader: Paul Cunningham, Madison

#### Members:

South District – Steve Gospodark, Waukesha

South District – Rick Dauffenbach, Sturtevant

South District – Laura Stremick-Thompson, Horicon

South District – Mark Baldock, Horicon

North District – None at this time

East District – Harry Hoodie, Asylum Bay

West District – Lee Goehring, Black River Falls

West District – Jordan Weeks, La Crosse