

# **Great Lakes Fish Health Committee**

## **Terms of Reference**

### **Committee Name**

Great Lakes Fish Health Committee

### **Area of Concern**

For deliberations of this committee, the area of concern is as defined in the 1954 Convention on Great Lakes Fisheries: “Lake Ontario (including the St. Lawrence River from Lake Ontario to the 45<sup>th</sup> parallel of latitude), Lake Erie, Lake Huron (including lake St. Clair), Lake Michigan, Lake Superior and their connecting waters...” It also includes the tributaries of each of the above waters to the extent necessary to ensure good fish health in the Great Lakes basin.

### **Committee Purpose**

Established in 1973 under Article VI of the Convention on Great Lakes Fisheries between the United States and Canada, the Great Lakes Fish Health Committee serves as the instrument of the Commission in coordinating regional efforts in the Great Lakes basin to prevent introduction and dissemination of communicable fish diseases by:

- (i) Recommending and fostering conduct of research and studies related to fish health and disease control;
- (ii) Recommending and coordinating measures which minimize risk of introduction and dissemination of communicable fish diseases; and
- (iii) Preparing for publication scientific and other information related to fish health protection.

### **Meeting Schedule**

The committee shall meet annually. The meeting shall be sufficiently in advance of the Annual Meeting of the Great Lakes Fishery Commission to allow for the preparation of material, reports, and recommendations for Commission review and action at the Annual

Meeting. Special Committee meetings may be convened by the Chairman to deal with urgent items of business.

## **Membership**

**Party members** – Two representatives are to be appointed by each agency formally cooperating with the Great Lakes Fishery Commission. It is suggested that agency delegations be composed of a fish health specialist and an administrator associated with hatchery operations.

**Non-Party participants** -- As appropriate, the Committee will provide for participation by agencies and groups not party to the Joint Strategic Plan for Management of Great Lakes Fisheries. Non-Party participants or members are expected to participate in discussion, bring relevant information, speak for their agencies, and to play an active role in the development of consensus. However, non-Party participant assent is not a prerequisite for and non-Part dissent may not block the Parties' consensus.

**Technical advisors** – Technical advisors approved by the Committee will be invited to provide specialist expertise as required to enhance the work of the Committee.

## **Officers**

**Chairman** – The chairman will be a voting member and shall serve a 2-year term beginning immediately after the Committee's annual spring meeting. Terms of office shall begin in odd-numbered years. The outgoing chairman shall be responsible for presenting the Committee's report at the Commission's Annual Meeting.

**Secretary** – The secretary is elected by the committee membership at an annual spring meeting for a 2-year term beginning at the conclusion of the meeting at which he or she was elected. The outgoing secretary is responsible for preparing and distributing the proceedings of that meeting under the general guidance of the chairman. The secretary serves as chairman *pro tem* as appropriate.

## **Role of the Secretariat**

A member of the Secretariat shall serve in a formal liaison capacity between the Commission and the Committee. The Secretariat assists the Committee in the development of meeting agendas, meeting arrangements, and the preparation of briefing materials, reports and minutes.

## **Decisions**

The business of the Committee shall be conducted by consensus. When consensus cannot be achieved, the concerns of all members shall be described in the Committee's report to the Commission.

## **Working Groups**

With the approval of the Committee, Working Groups may be appointed by the Chairman to undertake and coordinate special studies related to Committee activities.

## **Reporting**

The Chairman will furnish detailed reports of Committee meetings to all members and to the Executive Secretary of the Commission. Reports on fish health matters, and Committee recommendations for Commission approval, will be presented at the Commission's Annual Meeting and at other meetings (such as Lake Committee meetings) as appropriate.

MD  
27 Jan. 03