

## Utah's Watershed Restoration Initiative Northern Regional Team Charter

**Background:** Utah's Watershed Restoration Initiative (UWRI), a Utah Partners for Conservation and Development (Utah PCD) sponsored initiative, was formed in 2003 to leverage diverse interests including government entities, Non-Government Organizations, industry, citizens, and other like-minded organizations to mitigate and improve watershed health in Utah.

**Mission:** The purpose of the UWRI Northern Regional Team is to serve as a clearinghouse for coordinating and sharing participants' conservation concerns and priorities, discussing potential solutions and for cooperatively implementing conservation activities.

**Vision:** UWRI is a partnership-driven effort to restore and manage watershed health in priority areas across the state. The Utah PCD values adopted by UWRI are to:

- Protect and enhance wildlife/aquatic habitat and biological diversity
- Improve water quality and availability
- Promote sustainable agriculture
- Maintain quality of life of local communities through economic and social values of healthy watersheds

**Goal:** To mitigate threats to watershed health through cooperative management and conservation actions on public and private lands in the northern region.

**Parameters:** The Northern Regional Team is composed of representatives of the Utah PCD, and other local conservation minded organizations and stakeholders that reflect the ecologic, economic, and social demographics of the northern region. The Northern Regional Team is led locally and works cooperatively to plan and implement projects. The Northern Regional Team should strive to promote projects that:

- Address established watershed goals and objectives at the 8-digit hydrologic unit code (HUC), sub-basin level;
- Are planned within focus areas determined by the Northern Regional Team; focus areas are periodically adjusted to meet WRI goals and objectives, and address risks and threats within watersheds;
- Reflect coordinated partner priorities and cross landownership boundaries to address specific focus area needs and benefit multiple natural resources;
- Incorporate goals and objectives of strategic land use plans or other conservation plans;
- Include monitoring and evaluation components; and,
- Reflect prioritization based on ranking criteria established by regional and statewide guidance.

**Participation:** All meetings are open to the public.

## **Voting Membership:**

Voting opportunities include two tiers: 1) General administration (including officer elections), proposal review, focus areas, and charter changes; and, 2) Project ranking by a ranking committee.

**Tier One** - General administration (including officer elections), proposal review, focus areas and charter changes

- Any participant has the right to cast a vote in Tier One activities.
- Each participant may vote on whether to move projects forward to ranking. Voting participation at the Pre-Proposal and Proposal Meetings requires regular attendance at team meetings and/or familiarity with projects and issues. In order to qualify for voting membership, each entity is required to make every effort to attend and participate in at least half of the meetings during the year.

**Tier Two** - Project ranking by a ranking committee

- Members of the ranking committee are comprised of no more than one representative per entity.
- Each entity may assign one representative voting member. To be eligible for ranking committee assignment, an individual must attend the Proposal Meeting or familiarize himself/herself with the projects prior to the Ranking Meeting by reviewing the details of each northern region project on the WRI database.

For the purposes of this section, an entity is defined as a participating organization (Federal Agencies, State Agencies, NGOs, Industry, Landowners, and Private Citizens, etc.). The definition of entity may be expanded upon request.

## **Administration:**

- The chair and vice-chair serve one year terms beginning January 1st each year or the first meeting thereafter.
- Upon term completion, the vice-chair will transition to the chair position. A new vice-chair will be selected from an email nomination process and elected prior to, or during, the Pre-Proposal Meeting. Nominees must be consulted and willing to accept nomination. Each elected person serves one year as vice-chair and the next year as chair.
- If the vice-chair position becomes vacant an immediate nomination and election process will commence to elect a new vice-chair.
- The previous year chair will lend support for continuity and will assist new chair and vice-chair.
- If practical, efforts should be made to rotate the chair and vice-chair positions among different entities. The vice-chair shall not be from the same entity as the chair.
- The chair is responsible for distributing information to all regional team members, scheduling, and leading meetings; and, acts as the liaison with the Utah PCD and UWRI.
- The vice-chair serves to support the chair in developing agendas, facilitates regional team meetings, attends meetings where regional team representation is required, and assists with duties critical to meeting regional team objectives; the vice-chair is also in charge of coordinating and leading the summer field trip
- The chair will select a person to record meeting minutes for each meeting.

- In situations where changes to the charter or focus areas are needed for example, and these changes would require a considerable amount of work, a subcommittee will be formed to accomplish the task. Subcommittees will be formed from entities and assigned on an as-needed basis.
- All proposed and substantive changes to process will be presented to the entire group for approval.
- Comments to project proposals must be entered into the UWRI project database five days prior to the Project Proposal Meeting to prepare a response.

### **Annual Calendar:**

First Monday in January that is not a holiday: Project proposal deadline. Projects must be entered and submitted into database in order to be considered for the following FY.

January/February: Project Proposal and Ranking Meetings (if time warrants, ranking committee meeting will occur immediately after proposal presentations)

March 1: Ranking results due to Utah PCD.

April/May (every odd year): Statewide WRI Meeting

April/May (every even year):

- Project coordination across borders;
- Restoration-oriented presentations;
- Workshops; or,
- Field trip to focus areas to develop potential projects.

June/July/August: Summer field trip to view implemented projects.

September: Meeting to adjust focus areas, change ranking criteria, or other major changes on as-needed basis

October: Nominations solicited for vice-chair via email.

November: Elections for vice-chair will be held by email or in-person.

November/December: Pre-Proposal Meeting

- Housekeeping from prior meetings (e.g. presentation of sub-committee reports and recommendations)
- Identification of ranking committee members
- Status updates for previously funded projects
- Proposal presentations for following FY
- Introduction of vice-chair
- Speakers optional