

Watershed Restoration Initiative Northeastern Region Team Charter

Background: Utah's Watershed Restoration Initiative (UWRI) was formed in 2006 to leverage diverse interests including governmental and non-governmental organizations, industries, citizens, and other conservation-minded organizations to mitigate threats to and improve watershed health in Utah.

Mission: The purpose of the UWRI Northeastern Region 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-based effort to restore and manage watershed health through the Northeast Region. The program is focused on the following values:

- Protect and enhance wildlife/aquatic habitat and biological diversity
- Improve water quality and quantity
- Promote opportunities for sustainable agriculture and use of natural resources
- Maintain quality of life through economic and social values of healthy watersheds

Goal: To provide cooperative mitigation of threats to watershed health through effective management and restoration actions on public and private lands in the Northeastern Region.

Objectives:

1. Provide coordinated leadership in natural resources management and public service in cooperation with the property owners/users for the long-term sustainability of Utah's natural resources to meet the needs of current and future generations
2. Act as a point of coordination for funding and cooperation
3. Reflect coordinated partner priorities across land ownership boundaries to benefit multiple natural resources
4. Incorporate goals and objectives of strategic land use plans or other conservation plans
5. Include monitoring and evaluation components
6. Reflect prioritization based on ranking criteria established by regional and statewide guidance.
7. Facilitate communication and team building to promote better understanding of risks to natural resources and their values, and to improve cooperation and problem solving across administrative boundaries.

Participation: All Northeastern Region Team meetings are open to the public

Membership: The Northeastern Region Team is:

1. Composed of the following core representatives from the following organizations. Core members include governmental and non-governmental organizations that are founding members of the UWRI partnership and/or have a long-standing record of participation in the UWRI process and funding of UWRI projects:
 - Bureau of Land Management

Watershed Restoration Initiative Northeastern Region Team Charter

- Daggett County
 - Duchesne County
 - Energy Industry
 - National Parks Service
 - Uintah County
 - Utah State University Extension Service
 - USDA Natural Resources Conservation Service
 - U.S. Fish and Wildlife Service
 - U.S. Farm Services Agency
 - U.S. Forest Service
 - U.S. Bureau of Reclamation
 - Utah Association of Conservation Districts
 - Utah Department of Agriculture and Food
 - Utah Department of Environmental Quality
 - Utah School and Institutional Trust Lands Administration
 - Utah Division of Wildlife Resources
 - Utah Division of Forestry, Fire and State Lands
 - Utah Division of State Parks
 - Utah Division of Recreation
2. Composed of other at-large representatives who share the vision and mission of the Northeastern Region Team, including, but not limited to local governments, sportsmen, private landowners, conservation organizations, energy industry, tribal government, and other entities.

Voting Membership: Voting opportunities include two tiers:

1. Tier One: General administration (including officer elections), proposal review, focus areas, and charter changes.
 - a. Any participant has the right to cast a vote in Tier One activities
 - b. Each participant may vote on whether to move projects forward to ranking. Voting at the Pre-Proposal and Proposal Meetings requires regular attendance at team meetings and familiarity with projects and issues
 - c. To qualify for voting membership, each entity is required to attend and participate in at least half of the meetings during the year
 - d. Tier-one activities require a simple majority vote
 - e. Changes to the charter require a $\frac{2}{3}$ majority vote
2. Tier Two: Project ranking by a ranking sub-committee
 - a. Ranking will be conducted following the ranking criteria template provided by UWRI
 - b. Members of the ranking sub-committee are composed of members from both core and at-large entities.
 - c. Each entity may only assign one voting member. To be eligible for ranking sub-committee assignment, an entity representative must become familiar with the project proposals in the UWRI database and the UWRI ranking criteria. The entity representative is required to attend the Proposal Meeting

Watershed Restoration Initiative Northeastern Region Team Charter

- d. To be eligible to participate in the ranking process, the entity representative must also attend the ranking committee meeting.
- e. An entity is defined as a participating organization as outlined in the Membership Section (1 and 2) above
- f. Disagreements on the ranking committee will be resolved through a simple majority vote.
- g. If necessary, nomination for removal of a ranking committee member will be on the grounds of not attending the necessary meetings, not ranking projects, poor communication, disorderly behavior in group settings, or otherwise not adhering to this charter
- h. Nomination for removal will be followed by a second and requiring a $\frac{2}{3}$ or higher tier-two vote.

Administration:

1. The chair and vice-chair serve one-year terms beginning January 1st each year or the first meeting thereafter
2. Upon completion, the vice-chair will transition to the chair position. A new vice-chair will be selected by an email nomination process and elected prior to, or during, the Pre-Proposal Meeting. Nominees must be consulted and willing to accept the nomination. Each elected person serves one year as vice-chair and the next year as chair
3. If the vice-chair position comes vacant, an immediate nomination and election process will commence to elect a new vice-chair
4. If the chair position becomes vacant, the vice-chair will assume the chair position and an immediate nomination and election process will commence to elect a new vice-chair
5. Filling of an unexpired term does not count against term of service
6. The previous chair will lend support for continuity and will assist new chair and vice-chair
7. 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.
8. An individual shall not serve in the chair position for more than one year in a five-year period
9. The chair is responsible for distributing information to all regional team members, scheduling, and leading meetings; and acts as a liaison with state UWRI leadership
10. The vice-chair serves to support the chair in developing agenda, 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 coordinates and leads the summer field trip and the ranking sub-committee
11. The chair will select a person to record meeting minutes for each meeting
12. In situations where changes to the charter or focus areas are needed, for example, where changes would require a considerable amount of work, a sub-committee may be formed to accomplish the task. Sub-committees will be formed from entities and assigned on an as-needed basis
13. All proposed and substantive changes to process will be presented to the entire group for approval

Watershed Restoration Initiative Northeastern Region Team Charter

14. Comments to project proposals must be entered into the UWRI project database five days prior to the Project Proposal Meeting to allow time to prepare a response

Annual Timeline: Meeting dates will be held on the third Tuesday of the month unless otherwise specified.

October

- Nominations solicited for vice chair via email sent directly to the chair. The chair will contact nominees and confirm willingness to serve as vice-chair

November/December: **Pre-Proposal Meeting**

- Vote on charter changes. Required $\frac{2}{3}$ majority vote
- Updates/ranking changes from WRI Administration
- Elect new vice-chair with vote at the 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
- Coordinate on upcoming UWRI projects that will be submitted
- Optional speakers or training

January: **Project Proposal Deadline:** to be set by UWRI Administration, typically the first or second Friday in January

January/February: **Project Proposal Meeting**

- Project manager or designee must make every effort to present project in order to move forward to ranking
- If the project manager is not able to attend, they must send a responsible representative to present their project
- Ranking sub-committee members are required to attend Proposal Meeting and must become familiar with the project in the UWRI database
- Set ranking committee meeting date
- Discuss annual summer field trip

March

- Ranking results due to UWRI Administration
- Final rankings to be sent to Northeastern Region Team via email

April/May

- Statewide UWRI meeting (every odd year)
- Organize summer field trip (yearly)

June/July/August

- Summer field trip