

**OREGON DEPARTMENT OF FISH AND WILDLIFE
GENERAL ADMINISTRATIVE POLICY
DIRECTORS OFFICE**

Title: Communication with Local Government

DO_100_01

Supersedes: NA

Applicability: All employees

Reference: ORS 496.012 (7), ORS 496.118, ORS 496.164

Effective Date: January 16, 2006

Approved:



I. Purpose

The purpose of this policy is to recognize that the department's programs and authorities often affect local governments and to affirm that it is the policy of the Oregon Department of Fish and Wildlife to pursue effective relationships with local governments based on trust and confidence.

II. Definitions

- A. Local governments are cities, counties, regional governments and special districts.
- B. Programs include the Fish and Wildlife programs that implement the Oregon Administrative Rules promulgated by the Oregon Fish and Wildlife Commission and the Oregon Revised Statutes Promulgated by the Oregon Legislature for the management of Oregon's fish and wildlife resources.
- C. Authorities are Oregon Administrative Rules and Regulations, and Oregon Revised Statutes that govern the actions and responsibilities of the Oregon Department of Fish and Wildlife.

III. Policy

It is the policy of the department to encourage dialog and open communications with local governments on issues where the department may have authority that may affect the citizens these government officials represent. To improve the cooperative efforts of the department and local governments, the department staff shall communicate with the appropriate local government regarding any proposed rule or regulation changes, real estate actions, or land use recommendations that affect resources within the local government's geographical jurisdiction.

In pursuit of effective communication with local governments, local department staff shall maintain regular and open communication with appropriate county, city, regional government and special district staff. In addition, department staff will strive to maintain regular communication with county commissioners and judges, elected city officials, and elected special district officials. Where appropriate, department staff may serve on county advisory committees.

IV. Procedures

The department shall endeavor to notify local government of all rulemaking activities in a number of ways.

The department shall include the Association of Oregon Counties, the League of Oregon Cities, and the Special Districts Association of Oregon on the official notification list for all agency rulemaking. When specific issues that effect individual local governments are undertaken by the department, staff will engage in discussions and consultation with local government representatives early in the policy development process. ODFW will ensure that officials receive informal notification concerning such issues, and are encouraged to comment on such proposals.

The department shall identify key contacts for local governments and local government organizations. For statewide issues, the key contact shall be the Deputy Director for Fish and Wildlife Programs. For local issues, the key contact shall be the individual Region Manager, the Marine Program Manager or the Columbia River Program Manager as appropriate. Should difficulties arise regarding communication or policy in the field, local governments or their organizations shall be encouraged to contact the Deputy Director for Fish and Wildlife Programs.