

635-009-XXXX

Salmon and Trout Enhancement Program Advisory Committee; membership

Salmon and Trout Enhancement Program Advisory Committee (STAC) members are expected to actively engage and participate. Members are not employees of ODFW or Oregon state government, unless they are in an actual salaried position. Members are public officials and are governed by Oregon public records and public meeting laws.

(1) Advisory Committee Composition and Appointments:

(a) STAC consists of nine members appointed by the Governor through the Executive Appointments Administration application process.

(A) All citizens are welcome and encouraged to serve.

(B) Consideration should be given to the following:

(i) Ensuring that STAC's membership reflects the demographic and geographic diversity of Oregon;

(ii) Members with experience working with volunteers, community service organizations, or involvement in natural resource or angling education; and

(iii) Including those engaging youth, underserved communities and diverse audiences, such as communities of color, tribes, and low-income communities.

(b) Members may serve up to two consecutive four-year terms as appointed by the Governor.

(c) Members will:

(A) Be an Oregon resident.

(B) Have knowledge of (or willingness to learn about) STEP activities, work conducted by STEP biologists, volunteers, and partner organizations.

(C) Have knowledge of (or willingness to learn about) ODFW volunteer and fish management activities.

(D) Be in good standing with the ODFW Volunteer Program.

(E) Complete required trainings and adhere to the ODFW Volunteer Code of Conduct.

(F) Ability to represent the regional and statewide interests of the program and volunteers.

(G) Willing to investigate topics of importance to STEP and develop recommendations.

(d) Members of the advisory committee will represent the following regions:

(A) North Coast

(B) Mid-Coast

(C) South Willamette Valley

(D) North Willamette Valley

(E) Coos-Coquille-Tenmile

(F) Umpqua

(G) South Coast

(H) Upper Rogue

(I) Eastern Oregon

(e) If a vacant position is not filled with a qualified candidate, a member representing the public-at-large can be appointed.

(2) STAC will select officers and may form sub-committees as necessary to carry out business of the Committee.

(3) Members of STAC may not receive compensation from ODFW for service as members, except as provided by ORS Chapter 292. Members may be reimbursed for actual and necessary travel and other expenses incurred in the performance of official duties.

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Meetings

(1) STAC meetings, including information-gathering sessions, are public meetings and must be conducted as required by ORS 192.610 through ORS 192.690.

(2) STAC will meet no less than twice each calendar year as necessary to carry out the business of the Committee. Meeting locations and dates will be selected in coordination with the STEP Coordinator in consideration of available funding and staffing.

(3) The Chairperson will do the following:

(a) Conduct the meetings of STAC;

(b) Serve as the main contact point between the Department, Commission and the Committee, and perform such other duties as the advisory committee shall set.

(c) The Chair is responsible for development of the agenda in cooperation with the Salmon Trout Enhancement Program Coordinator.

(4) Voting will be conducted as follows:

(a) Each STAC member present at the meeting is entitled to one vote on all issues.

(b) Five STAC members constitute a quorum.

(c) Official actions, require an affirmative vote of at least five committee members.

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Advisory Committee Duties and Recommendation Procedures

In accordance with ORS 496.460, STAC will develop and make recommendations to Fish Division management, the Director, or the Commission as appropriate.

- (1) All recommendations will be approved by vote during a STAC meeting.
- (2) Each member should use their understanding of local issues and connections to volunteers to present or discuss topics in the context of the statewide program as STAC develops recommendations for ODFW or the Commission. To accomplish this, STAC may:
 - (a) Identify topics or issues currently impacting implementation of STEP and develop a STAC Action Plan to guide the advisory committee in development of recommendations. Recommendations approved by STAC will be presented to the Department by the Chair, or designee.
 - (b) Assist with promoting public awareness of STEP, STAC, and the policies that guide implementation.
 - (c) Provide recommendations for projects under consideration for approval by ODFW under OAR 635-009-0110 through 0150.
- (3) When making recommendations, members will consider public input, governing policies, department priorities, long term viability and support of the proposal, and consistency with ORS 496.435 and 496.440.

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