

**Southern Willamette Forest Collaborative
Rigdon Collaboration Committee
Charter**

Adopted September 22, 2017

This charter serves to guide operations of the Rigdon Collaboration Committee (RCC), a group of volunteers participating in a multi-party effort to participate in the U.S. Forest Service (Forest Service) development and implementation of the Rigdon Collaborative Landscape Project on the Middle Fork District of the Willamette National Forest. The RCC is a voluntary, private initiative, not convened or managed by the Forest Service.

This charter clarifies the roles of participants in the RCC and it may be modified by consensus of RCC members during any of the Committee's meetings to respond to conditions that arise during the period of its operation.

Purpose of the Rigdon Collaboration Committee

The RCC will work to fulfill the following objectives while developing and implementing the Rigdon Collaborative Landscape Project:

1. Provide recommendations for landscape management
2. Identify opportunities for restoration projects; if disagreement seek solutions early
3. Serve as an information resource and knowledge base for each other and the public and identify information gaps
4. Seek out common ground and zones of agreement
5. Work across private/public boundaries
6. Monitor restoration efforts
7. Provide educational opportunities about restoration work

Association with the Southern Willamette Forest Collaborative

The RCC was established by the Southern Willamette Forest Collaborative (SWFC) and operates consistent with the SWFC mission to "promote forest management solutions that sustain ecological resiliency and socioeconomic health for the southern Willamette forest area and nearby communities." The RCC's decisions are not subject to approval and/or amendment by the SWFC Board of Directors.

Membership

1. Membership on the RCC is open to any and all interested stakeholders and community members who support the purpose of this charter and the SWFC mission. The process for becoming a RCC member is to:
 - a. Sign on to the RCC charter, vision and ground rules
 - b. Sign on to RCC Zones of Agreement as they are developed

2. Any RCC member or organization who misses three consecutive roundtable meetings without notification to the facilitator shall be subject to removal from the RCC by a consensus of the RCC members.
3. Employees of the Forest Service serve as liaisons and may not vote as members of the RCC.
4. Members of the RCC are responsible for reviewing the notes from each meeting for accuracy and to stay informed about decisions and discussions.
5. At the discretion of the RCC, any RCC member may assume other roles during the course of its operations. These roles may be as members or chairs of subcommittees or as leaders of specific tasks, such as information gathering, as designated by the RCC.
6. The Rigdon planning subcommittee can modify membership requirements and propose amendments to the charter.

Decision Making

1. **Consensus.** The RCC shall strive to make decisions by consensus agreement.
 - a. The RCC reaches **consensus** when members in attendance agree on a choice and each member can say:
 - i. I believe that others understand my point of view
 - ii. I believe I understand others' point of view
 - iii. Whether or not I prefer this decision, I support it (will not undermine it) because it was arrived at openly and fairly and is the best solution for us at this time
 - b. In the absence of consensus the RCC will identify areas of agreement and disagreement and the reasons why differences exist.
2. **Majority recommendation with minority report.** If agreement cannot be reached a separate set of recommendations can be recorded through a minority report.
 - a. The minority report is drafted by members who represent the minority perspective. The members will be asked to prepare language reflecting their views, the language should clearly identify the issues and alternative recommendations.
3. **Voting Methods:**
 - a. Individual members can vote.
 - b. Decisions will be made via consensus agreement.
 - c. A minority report option can be triggered when 75% of members in attendance agree that a majority/minority report is needed.
 - d. If there is going to be a key vote (as determined by the RCC members present at the prior meeting), the matter should be made known to members before the meeting where the vote will occur, and the facilitator will make a good faith effort to notify all members. Proxies are allowed but require notification of the facilitator.
4. The Rigdon planning subcommittee can modify decision making methods and propose amendments to the charter.

Operations

Meetings

1. The RCC planning subcommittee will decide on the frequency of meetings, facilitation of meetings, and other procedural activities.
2. A quorum (50% + 1 of all voting members) is not necessary for meetings to occur or for RCC operations to proceed.
3. The RCC may establish subcommittees and working groups as needed.
4. The public is welcome to attend any meeting of the RCC. The facilitator may provide time during the meeting for non-committee members to comment or address the RCC.
5. Any RCC member may invite a member of the public or a representative of an organization to give a presentation to the RCC.

Ground Rules

1. Every member agrees to abide by the following SWFC ground rules to participate as a member:
 - a. We recognize that the best outcome depends upon cooperation and collaboration by all entities at the table. This means GENUINELY welcoming all willing participants to the table.
 - b. We commit to openly communicate ideas, potential contributions, and concerns, and also commit to engage in respectful, active listening to each other.
 - c. We are willing to creatively explore solutions.
 - d. We recognize that we each have a unique perspective and contribution to make, whether it is expertise, labor, money, in-kind services, etc.
 - e. We agree to focus on taking specific, concrete steps towards long-term, systematic outcomes.
 - f. We recognize that we must endeavor to involve any person or group who could influence our ability to achieve our goals.
 - g. If we, individually, are unable to make a commitment for our organization, we will work to identify the person that can and determine if the commitment is possible.
 - h. We commit to building trust by doing what we say we will do.
 - i. When possible, we agree to notify each other before taking outside actions that might impact the process. (This does not mean that we will provide information that it would be inappropriate to share in a public venue.)
2. If a conflict arises among RCC members, the facilitator or SWFC board of directors shall be notified. The issue shall be raised with the full RCC if the SWFC

directors or facilitator cannot resolve the conflict.

Recommendations

1. RCC recommendations to the Forest Service will be submitted by the SWFC in writing, which may be assisted by the facilitator or SWFC representative.
2. Recommendations from the RCC subcommittee or working group will be submitted to the full RCC for discussion/consideration, and will be open for revision until approved at a regular RCC meeting.
3. Subcommittee and working group members are encouraged to make independent suggestions to the full RCC or submit other independent ideas as the need arises.

Dissolution and Duration

The RCC may dissolve at any time upon an agreed resolution for dissolution at a RCC meeting. Dissolution will not occur before the resolution has been brought before the SWFC Board of Directors for discussion and feedback. Dissolution requires a simple majority vote, not consensus.

Conflict of Interest

If any member of the of the RCC or any of its subcommittees has a direct or indirect financial, organizational or personal interest, in any contract relating to the SWFC's or committee operations, or in any contract for furnishing services or supplies to it, or on-going litigation in a project proposed through the Rigdon collaborative restoration process said member shall fully disclose this fact to the full body of which she/he is a member. Upon such disclosure the member's vote shall not be counted during a decision on the matter/issue.

Amendments

This charter may be revised at any time by consensus of the RCC members.

Rigdon Collaboration Committee Members

Name	Organization/ Affiliation
Sara Kardon Obermyer <i>[Signature]</i>	SWFC - Board Treasurer MFWNC / SWFC Board Member
Mike Brickley Fergus McLean	SC Rep SWFC member local resident
Tim Bailey	resident of Westfir.
Laurie Patty <i>[Signature]</i>	SWFC Board member
LOREN HOGAN	SWFC Board member
LON OTTERBY	Many Rivers Group Sierra Club
BJ Keele	SWFC - Back Country Horsemen
Tom B. Clancey	SWFC / Back Country Horsemen of Oregon
Alan Digeman <i>[Signature]</i>	University of Oregon
THALIA LEPIN	SWFC MEMBER