

**CHARTER  
OF THE  
COLUMBIA BASIN FISH AND WILDLIFE  
AUTHORITY'S**

**Anadromous Fish Advisory Committee**

**January 18, 2006**

**I. Authorization**

The Anadromous Fish Advisory Committee is established pursuant to Section 502 of the Columbia Basin Fish and Wildlife Authority (Authority) Charter, dated August 29, 2005. This charter was adopted by the committee on October 13, 2005, reviewed by the Members' Advisory Group on November 15, 2005 and approved by the Authority Members on January 18, 2006.

**II. Purpose**

(1) In support of and consistent with the Authority mission, the purposes of the Anadromous Fish Advisory Committee are:

- (A) To provide the Members' Advisory Group with coordinated technical analyses necessary to assure comprehensive and effective planning and implementation of anadromous fish projects in the Columbia River Basin, ongoing or proposed, consistent with requirements of applicable law;
- (B) To facilitate discussion among anadromous fish managers of the technical merits and implications of projects and issues to find consensus agreement;
- (C) To analyze and provide the members with recommendations on anadromous fish programs; and,
- (D) To provide a forum for anadromous fish concerns and information exchange among federal, state, tribal and private entities with anadromous fish interests in the Columbia River Basin.
- (E) To provide oversight and review products from the Lamprey Technical Work Group (LTWG).

**III. Functions**

(1) The Anadromous Fish Advisory Committee shall respond to technical and policy analysis requests adopted by consensus of the Members or the Members' Advisory Group.

(2) Any recommendations or options developed by the Anadromous Fish Advisory Committee must be sent back to the body making the request for deliberation.

(3) Anadromous Fish Advisory Committee analyses and recommendations shall:

- (A) Account for where the assignment has come;
- (B) Account for all applicable information and prior research;
- (C) Address practicable alternatives; and,
- (D) Account for risk and uncertainty.

(4) When evaluating projects, the Anadromous Fish Advisory Committee will first develop specific evaluation criteria through consensus agreement that reflect established policies and priorities of the Members.

#### **IV. Procedures**

(1) The Anadromous Fish Advisory Committee shall be composed of qualified representatives designated by each interested Member pursuant to the Authority's Communication Plan. Each committee recommendation will include a list of designated representatives who participated.

(2) The Anadromous Fish Advisory Committee shall operate by consensus. A quorum of designated representatives is desirable but not essential to conducting committee business. A designated representative may abstain or, subject to timely notice regarding consideration of the issue, be absent from the consensus process without the position of that representative becoming an assenting or dissenting opinion.

(3) The Anadromous Fish Advisory Committee shall have a chair and vice-chair to manage the meetings and operations of the committee. They will serve one-year terms, running from October through September of each year. Each October the vice-chair will automatically move to the role of chair and a new vice-chair will be elected. In the event that the vice-chair cannot move to the role of chair, both a chair and vice-chair will be elected. The positions of chair and vice-chair are open to all assigned AFAC representatives of an Authority member. Election of the chair and vice-chair will be based on the votes of the AFAC members present at the meeting during which the election is held or their proxies.

(4) Regularly scheduled meetings of the Anadromous Fish Advisory Committee shall be open to the public. The public shall be provided an opportunity for limited comment. Closed meetings (executive sessions) may be called as necessary to discuss contract and personnel issues with final action to take place in open session.

(5) Authority staff shall facilitate committee meetings but not be a part of the decision process. Staff will be responsible for the distribution of agendas, reports, etc., as well as meeting arrangements.

(6) The chair or vice-chair with the assistance of staff shall prepare a written agenda prior to each meeting with copies sent to each designee, the Members' Advisory Group, the Executive Director and interested parties no later than one week prior to each meeting.

(7) The chair or vice-chair with the assistance of staff shall distribute the action notes agreed to at each meeting to each designee, Members' Advisory Group, each committee, Executive Director and interested parties no later than one week after the meeting.

- (8) The Anadromous Fish Advisory Committee shall meet at the request of the chair or vice-chair or at the request of a majority of the committee members.
- (9) The chair or vice-chair or a person designated by the chair or vice-chair shall attend all Members' Advisory Group and Members meetings.
- (10) All costs involved in Anadromous Fish Advisory Committee participation are the responsibility of each member unless otherwise provided for.
- (11) Proxy participation is permitted at Anadromous Fish Advisory Committee meetings. Proxies must be in writing.
- (12) The Anadromous Fish Advisory Committee may establish work groups of its members to further its purpose, but, if it seeks to expand the sub-group beyond the Committee's members, it must receive the Authority Members' approval.

## **V. Communications**

- (1) The Members shall release upon request any data or information provided to them by the Anadromous Fish Advisory Committee or Authority staff person that is cited by a Member agency or tribe as the basis for an operational action or otherwise cited as support for a public recommendation.
- (2) The Anadromous Fish Advisory Committee shall not communicate statements of Authority policy positions or results of policy or technical analyses to non-member entities unless previously approved by the Members. Determination of position statements shall not be delegated by the Members to any committee.
- (3) The Anadromous Fish Advisory Committee shall relate to other Authority committees directly or through reports to the Members' Advisory Group.