

Oregon Coastal Coho Project Stakeholder Team

Protocols for Phase 3: Coastal Coho Conservation Plan Process

I. Purpose/Scope of Overall Project

The Oregon Coastal Coho Project Stakeholder Team will play a vital role in shaping the future management of Oregon coastal coho. The Team may also provide important feedback to the State of Oregon on the effectiveness of the Oregon Plan for Salmon and Watersheds on a statewide basis. For the Team to carry out these two tasks, it needed a thorough understanding of the Coastal Coho Assessment.

Initially, Team members developed a detailed understanding of the Oregon Plan Coastal Coho assessment during its development by the state. After the assessment was completed, the Team reviewed and discussed the results, and provided input to the state on issues identified by the assessment that can help improve implementation of the Oregon Plan in the coastal region and statewide.

During this Phase 3 of the project, the Stakeholder Team will work closely with the State and NOAA Fisheries to develop a recovery/conservation plan for coastal coho. It is anticipated that this process will last through December 2005.

Tasks

The Stakeholder Team will:

- provide feedback to the state on the completed assessment regarding issues, ideas or strategies that could improve effectiveness of implementation of the Oregon Plan in the coastal region and statewide;
- in concert with the Oregon Plan Core Team and TRT, identify management strategies for the Oregon Coast Coho recovery/conservation plan; and
- inform their constituents and the public on the development of the assessment, the substance of the completed assessment, and conservation/recovery planning efforts.

II. Stakeholder Team Members and Other Participants

- A. Members: The following will be decision-making members of the stakeholder team, representing the organization or interest listed.

Bill Bakke, Native Fish Society
Paul Engelmeyer, Public-at-large
Tom Forgatsch, Farm Bureau
Wayne Giesy, Alsea Valley Alliance
Jennifer Hampel, Coquille Watershed
Council
Cindy Heller, STEP/Public at Large
Wayne Hoffman, Midcoast
Watershed Council
Paul Heikkila, OSU Extension Sea
Grant
Kaitlin Lovell, Trout Unlimited

Mark McCollister, Oregon Trout
Bill Moshofsky, Save the Salmon
Coalition
Rick Hall, Oregon Coast
Sportfishing Assoc.
Shawn Reiersgaard, Soil & Water
Conservation District
Blake Rowe, Oregon Forest
Industries Council
Dennis Richey, NW Steelheaders &
Oregon Anglers
Tom Kartrude, Port of Siuslaw

Lisa Phipps, Municipalities: Mayor
of Rockaway Beach
Johnny Sundstrom, Oregon Assoc.
of Conservation Districts
Terry Thompson, Lincoln County
Commissioner

Stan van de Wetering, Confederated
Tribes of the Siletz Indians
Bill Yocum, Gravel Extraction
Industry: Freeman Rock, Inc.

- B. Resource Advisors: The following will participate in discussions with the Stakeholder Team by attending all meetings and sitting at the table listening to and participating in discussions. They will provide both policy and technical input to the team and make certain that issues or concerns raised will be taken back to their executives on a timely basis. They will not be part of any recommendations from the stakeholder team:

Ed Bowles, ODFW; Rosemary Furfey, NOAA Fisheries; and Louise Solliday, Governor's Natural Resource Office

- C. Technical Resources: The following will participate as technical resources or advisors to the Stakeholder Team, ODFW, and NOAA following the proceedings and providing feedback, but not necessarily attending all meetings and not participating in the decision-making of the group, should that occur:

Bob Buckman, ODFW District
Biologist
Kevin Goodson, ODFW
Mike Gray, ODFW District

Jim Muck, ODFW Umpqua Watershed
District
Dave Loomis, ODFW Umpqua District
Biologist
Jeff Lockwood, NOAA Fisheries
Heather Stout, NOAA Fisheries

- D. Members represent the interest, group or government for which they are listed, and are responsible for keeping that group informed.
- E. Members commit to be prepared for and participate in all meetings to the extent possible. Members may have one alternate who may take the member's place when the member is absent. It is the Member's responsibility to keep the alternate well briefed so the alternate may be an active participant in the Stakeholder Team discussions and decisions, as needed. Alternates are welcome to attend meetings. However, only primary members will speak and make decisions for their interest group or organization at those meetings at which they are present.
- F. Resource persons will assist with information and resources, but will not be a part of the Stakeholder Team's decisions. Additional advisors or resources may be brought in as needed to support the effective and efficient work of the Stakeholder Team.
- G. Resource persons commit to keep the Stakeholder Team informed of any concerns of their agencies or constituencies that might affect the group's recommendations or decisions.

III. Commitment to Decision Making Process

- A. The Group agrees that consensus has a high value and that the group should strive to achieve it. As such, decisions on Stakeholder Team recommendations will be made by consensus of

- all present participating Members in their representative capacity. They shall be empowered to represent their group, after agreed upon consultation.
- B. Agreements made on parts of recommendations will be considered tentative until the full conservation plan ‘package’ is put together.
 - C. Tentative agreements may be made at meetings pending the opportunity for members to consult with their necessary constituencies. This will be done on a timely basis.
 - D. Consensus means the willingness to go along with the recommendation either in active support of it or in not opposing it.
 - E. The commitment to work for consensus means that members will participate in the give and take of the process in a way that seeks to understand the interests of all and will work together to find solutions workable for all.
 - F. If no consensus is reached on an issue, the various views on the issue will be included in a report to the Oregon Fish & Wildlife Commission, the Governor’s Office and NOAA Fisheries. A “Stakeholder Team recommendation” will be made *only* on those items on which there is consensus.
 - G. The facilitators will draft a “Report” that outlines the issues discussed, the areas in which there is consensus, and any remaining issues on which consensus was not reached. Included in that report will be the Summary Notes from each Stakeholder Team meeting. Members will have the opportunity to review, make corrections and then sign-off on the report prior to submission. They may supply any alternative views or comments directly to the Commission, the Governor’s Office and NOAA. ODFW will be responsible for writing the final Conservation Plan that will go to the Commission and the Governor’s Office.

IV. Open Process

- A. All meetings of the Stakeholder Team will be open to the public.
- B. The Stakeholder Team, with the assistance of the facilitators, will decide the level of participation of the public and observers attending meetings, taking into consideration the length of the agenda and the need for Members to speak on all issues.
- C. Members and Resource participants agree to maintain the respectful tone of the meetings outside the meetings, including all e-mail correspondence. Any reporting to constituents, speaking to the press or other discussion of the meetings will focus on issues not on individuals.

V. Procedures for Stakeholders Team Meetings

- A. Members will treat each other with respect throughout the process. They will listen to each other to seek to understand the other's perspective, even if they disagree. One person will speak at a time. Members will participate fully in letting the group know their perspective on issues, their concerns and their differing points of view. At the same time, members will respect time constraints and will share the speaking time with others. Members will follow through with assignments between meetings.

- B. All participants will act in good faith in all aspects of these discussions. This includes being honest and refraining from undertaking any actions that will undermine or threaten this process.
- C. Members shall make every effort to bring all aspects of their concerns about these issues into this process to be addressed. Members shall refrain from generating controversy in the press and from publicly criticizing or misstating the positions taken by any other participants during the process.
- D. Any written communications, including e-mails, will be mindful of these procedural ground rules, and will maintain a respectful tone even if highlighting different perspectives.
 - a. Members are reminded that all e-mail messages should be considered public documents.
 - b. E-mails meant for the entire group will be distributed via the facilitation team.
- E. All participation in this process is voluntary and may be withdrawn. However, members agree that before withdrawing they will discuss the reason for their withdrawal with the facilitators and the other members and will give the Stakeholder Team the opportunity to understand the reasons for withdrawal and to encourage continued participation, if appropriate.

VI. The Facilitators

- A. The facilitators, Donna Silverberg and Robin Harkless, are impartial facilitators funded through a grant from the US Institute for Environmental Conflict Resolution and Oregon's Consensus Center. They work for all Stakeholder Team Members and will assist the members to work in a way that fosters effective and efficient working relationships and the development of consensus.
- B. The facilitators will be responsible for helping to ensure that the process runs smoothly, developing meeting agendas in consultation with agency staff and group members, facilitating meetings and any working group or interim sessions as needed, and preparing and distributing meeting summaries. They may also work with the members to help them resolve their differences.
- C. The facilitators will maintain confidentiality of any individual spoken communications with participants, unless authorized otherwise.
- D. The facilitators will not act as spokespersons for any party and will refer all media inquiries to the spokesperson for the relevant party.
- E. The facilitators will draft a report that outlines the issues discussed and highlights comments from the Stakeholder Team during Phase 3 of this process. The Summary Notes from each Stakeholder Team meeting will be included in the report. Members will have the opportunity to review and sign-off on all summary notes at each meeting and any report that is prepared.