



Oregon Marine Reserves Community Teams: Bylaws and Expectations

BYLAWS:

Purpose.

The purpose of the Oregon marine reserves community teams is to further evaluate the Cape Falcon, Cascade Head and Cape Perpetua marine reserve sites as recommended by the Ocean Policy Advisory Council (OPAC) and make final recommendations to Oregon Department of Fish and Wildlife (ODFW) by October 2010. The starting point for the evaluation and recommendation is the site boundaries and proposals recommended for further evaluation by OPAC for that location. Through a consensus building process, each community team will further evaluate the proposed area and determine if modifications are needed to ensure the sites remain ecologically meaningful while avoiding significant social and economic impacts.

Membership.

Community team members.

All community team representatives will actively participate in the consensus-building process to recommend to ODFW a suitable marine reserve site. Representatives will engage in the community team meeting discussion and will vote on issues, as necessary.

Alternates are encouraged to attend meetings to stay informed and provide additional expertise and insight as appropriate. The representatives will work with the alternates to decide the most appropriate person to engage in the discussion based on the member's expertise and knowledge. The alternate may be given proxy by the representative to replace the representative in discussion and voting capacity. Automatic proxy is given to the alternate when the representative is not present. If alternates are unable to attend meetings, it is the responsibility of the representative and alternate to ensure the alternate stays informed and ready to fill in if needed.

Chair, Vice Chair, and time keeper.

The community team will elect a Chair, Vice Chair, and time keeper from among its membership at the first community team meeting. The Chair will lead the community team meetings. The Vice-Chair will lead in the Chair's absence. The Chair and Vice-Chair will work with ODFW and Sea Grant to develop agendas for community team meetings. Agenda items can be added by the majority of the members of the team. The time keeper will ensure meetings start and end on time and that time allotted for agenda items and comments are adhered to. If funding is secured, a professional facilitator will be hired to assist with running the meetings and leading the consensus-building process.

Meetings.

Meetings will generally follow Roberts's Rules of Order.

The community team will attempt to follow an agenda at each meeting that balances the needs to expeditiously complete the task and provide a forum for discussion and action on issues as needed. Draft agendas will be posted on the Oregon marine reserves website and mailed to members and to the public prior to community team meetings.

There will be an opportunity for the public to provide written or oral comment at every community team meeting.

Meeting logistics and schedules will be determined by the community team as necessary to ensure recommendations are completed by October 2010. Teams will likely need to meet for at least a couple hours once or twice a month. Additional meetings may be called by the chair or a majority of the members of the teams. During the first community team meeting a regular meeting schedule will be established.

Notice of each meeting will be given to each member at least one week before the meeting and posted to the Oregon marine reserves website and listserv for the public.

Minutes from each Marine Reserves Community team meeting, including consensus and voting results, shall be provided to members at least one week before the next meeting. Minutes must be approved, with any necessary changes, by quorum at the next regular meeting. Minutes will be posted to the Oregon marine reserves website for the public.

Decision making.

Community Teams will endeavor to reach consensus on decisions regarding marine reserves recommendations; split votes will not be considered as a strong recommendation. A consensus process will enable the team to freely discuss issues to arrive at a decision. Consensus is a participatory process whereby, on matters of substance, the members strive for agreements that they can accept, support, live with, or agree not to oppose. Consensus means that no representatives voiced objection to the position, but does not necessarily mean all members support the position.

When consensus cannot be reached, the Chair may initiate or entertain a motion to vote on the issue. Representatives may make motions and seconds. All motions must be seconded to be acted upon. The process will preserve the opportunity for minority opinions to be expressed and reflected in a minority report.

EXPECTATIONS:

Community team.

Community Team members (both representatives and alternates) are expected to bring the concerns and perspectives of their various stakeholder constituencies to the community team meetings for discussion and consensus building. Members will also communicate with stakeholder groups on the substance of discussion, activities occurring, and decisions to be made during the community team meetings.

To enhance constructive discussions and promote progress toward recommendations, members are expected to educate themselves on the issues and engage in consensus building. Members must respect the diversity of views on the topics the community team will address. Community team members must respect all opinions and agree to not carry out personal attacks either at the community team meeting or away from the meeting in other venues. By membership on the community team, members commit to the process identified in HB 3013 and will not engage in activities to undermine the process or fellow members of the community team.

Community team members are expected to take seriously the responsibilities of membership and will endeavor to attend and participate in all meetings. If unavoidable conflicts prevent attendance, representatives must work with their alternate to help ensure seamless participation.

Facilitator.

If funding is secured, ODFW will contract a neutral facilitator to help run the meeting, encourage participation, assist in the process of building consensus and seeking agreement on recommendations, and ensure participants adhere to the bylaws and expectations.

ODFW and Sea Grant.

ODFW and Sea Grant will attend all meetings of the community teams, develop the agenda for the community team meetings with the Chair and Vice-Chair, provide technical and staff support, provide guidance on the timeline of marine reserve recommendations, and provide additional information (i.e. biological, social, economic) to the community team to facilitate the discussion. ODFW and Sea Grant will also help ensure community team members adhere to the bylaws and expectations.