

Washington Blue Ribbon Task Force on Parks and Outdoor Recreation Task Force Charter

TASK FORCE PURPOSE

The purpose of the Washington Blue Ribbon Task Force on Parks and Outdoor Recreation (task force) is to carry out Governor Inslee's Executive Order 14-01. The task force will develop a strategy, action plan, and recommendations to manage, transform, and leverage Washington's outdoor recreation assets and state programs. The strategy, action plan, and recommendations will focus, but not be limited, to the items listed in the Governor's Executive Order 14-01.

OUTCOME

The task force will complete a draft plan that includes strategies, actions, and recommendations to manage, transform, and leverage Washington's outdoor recreation assets and state programs by September 1, 2014. The final plan will be submitted to the Governor and the Legislature by September 19, 2014.

MEMBERSHIP

Members – Voting

The task force will be made up of 17 voting members appointed by the Governor. The voting members represent a diversity of outdoor recreation interests. Appointed members include:

- Barb Chamberlain, co-chair – Executive Director, Washington Bikes
- Doug Walker, co-chair – Retired CEO of WRQ, Inc. and Chair of The Wilderness Society
- Marc Berejka – Director Government and Community Affairs, REI
- Joshua Brandon – Military Organizer, Sierra Club Outdoors
- Russ Cahill – Retired Director, California State Parks
- Dale Denney – Owner and Outfitter, Bearpaw Outfitters
- Patty Graf-Hoke – Executive Director, Visit Kitsap Peninsula
- George Harris – Chief Executive Officer, Northwest Marine Trade Association
- Connor Inslee – COO & Program Director, Outdoors for All
- John Keates – Director, Mason County Facilities, Parks and Trails Department
- Ben Klasky – Chief Executive Officer, Islandwood
- Noah McCord – Leader, Washington Department of Fish and Wildlife Youth Council
- Dan Nordstrom – Chief Executive Officer, Outdoor Research
- Spencer Olson – Communications Hub Director, Fuse
- Tom Reeve – National Leadership Council Chair, Trust for Public Land

- Shiloh Schauer – Executive Director, Wenatchee Valley Chamber of Commerce
- Louise Stanton-Masten – Executive Director, Washington Tourism Alliance

The Governor invited four non-voting members representing the Legislature and eight representing state agencies:

Legislature – Non-Voting

- The Honorable Vincent Buys – Representative
- The Honorable Linda Parlette – Senator
- The Honorable Kevin Ranker – Senator
- The Honorable Steve Tharinger – Representative

State Agencies – Non-Voting

- Dr. Allyson Brooks – Director, Archeology and Historic Preservation
- Jim Cahill – Senior Budget Analyst, Office of Financial Management
- Kaleen Cottingham – Director, Recreation and Conservation Office
- Nick Demerice – Director External Affairs, Department of Commerce
- Brock Milliern – Recreation Manager, Department of Natural Resources
- Rodger Schmitt – Commissioner, Washington State Parks and Recreation Commission
- Joe Stohr – Deputy Director, Department of Fish and Wildlife
- Rebecca Wallace – Program Supervisor Agriculture, Office of the Superintendent of Public Instruction

Co-Chair Roles and Responsibilities

The Governor designated two voting members of the task force as co-chairs. The role of the co-chairs is to preside over task force meetings; work with the project lead and facilitator to develop meeting agendas; if necessary, appoint subcommittee members (see *Committees*); and serve as spokespersons for the committee. At least one of the co-chairs will attend each meeting.

Task Force Member Roles and Responsibilities

Members are expected to attend designated task force meetings. Not all voting members are expected to attend each meeting. Members will attend meetings based on location, interest, and the number of members needed. Each meeting must have at least eight of the 17 voting members in attendance. Voting members may participate in meetings electronically as long as that option is available and participation meets requirements of the Open Public Meetings Act.

Committees

Committees may be appointed by the co-chairs to advance the work of the task force. The purpose of the committees is to carry out the work for which they have been formed, and to make recommendations to the full task force. The committees shall consist of task force

members and may also include staff and other participants. Non-task force members of committees may not vote. The co-chairs of the task force shall appoint committee chairs, to be selected from the task force members of the committee. No more than 7 voting members of the task force may participate on a committee. Committee chairs are responsible for reporting on committee activities to the full task force.

ADMINISTRATIVE SUPPORT

Contracts, expenses, administration, and staff support shall be provided by the RCO.

MEETINGS

The task force will hold public meetings and will solicit input and collect information from interested parties from across the state. All scheduled meetings of the task force will follow the open public meetings act requirements as defined in 42.30 RCW, and all information prepared for the task force will be available on the RCO Web site, which can be found at www.rco.wa.gov/boards/TaskForce.shtml.

Locations

The task force will hold at least five meetings throughout the state. The meetings will be held in the following cities or general regions:

- Olympia
- Port Angeles
- Seattle
- Spokane
- Wenatchee

Schedule

Each meeting will be scheduled for approximately four hours. The first meeting of the task force is scheduled for Wednesday, April 9 in Olympia. Additional meetings will be held during the following time periods:

- Monday, May 5 (at REI in Kent)
- June 9-13
- July 7-11
- August 18-22 (officially adopt the draft plan for public comment)
- September 17 via telephone (if needed)

Facilitation

RCO contracted with two organizations to support the task force. Cascade Interpretive Consulting will be our lead facilitator and the Athena Group will lead public outreach and engagement.

MEETING PROCEDURE AND PARLIAMENTARY AUTHORITY

The task force shall strive for consensus on matters and issues that are brought before it. In the absence of consensus, a vote may be taken and majority and minority reports shall be included in the record. When formal task force action is necessary, such action will be governed by *Robert's Rules of Order*.

COMPENSATION OF MEMBERS

All voting members of the task force will be reimbursed for travel and meeting expenses at the discretion of the task force.

WEB SITE

The RCO has created a web page specific to the task force on the RCO Web Site. It can be found at: www.rco.wa.gov/boards/TaskForce.shtml. Task force information, i.e., the executive order, members, charter, minutes and meeting materials will be posted on the web site, along with relevant reports, studies and other reference material provided to the task force. Information about public involvement will also be posted on the web site.

RECORDS

The records of the task force are subject to the requirements of the Open Public Meetings Act, 42.56 RCW. Minutes of the task force meetings shall serve as the official record of the meetings and shall be made available upon request. The task force shall determine the scope and content of the minutes. Meeting minutes will be posted on the task force web site.

PRODUCT / OUTCOME

The task force will complete a draft plan that will include strategies, actions, and recommendations to manage, transform, and leverage Washington's outdoor recreation assets and state programs by September 1, 2014. The final plan will be complete and submitted to the Governor and the Legislature by September 19, 2014.

The draft plan and recommendations will be approved by the task force at the August meeting and posted on the task force web site from September 1 to September 12, 2014. Public comment will be solicited and considered for inclusion in the plan and recommendations. If public comment requires substantial changes, a conference call will be scheduled on September 17, 2014 for final approval of the plan and recommendations.

TERM

The task force expires on December 31, 2014.