

Olympic Coast National Marine Sanctuary's Advisory Council
Charter Renewal Subcommittee
Draft Final Report
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Subcommittee Members

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Purpose

The purpose of the Olympic Coast National Marine Sanctuary (OCNMS) Advisory Council's Charter Renewal Subcommittee (CRS) is to review and provide recommendations for updating the 2011 Advisory Council (AC) Charter, signed on December 2, 2011. All national marine sanctuary sites operate with a Charter, which includes the following terms:

- The charter shall remain in effect for a period of five years from the date of signature
- Six months prior to the expiration of this charter, the need for the Council will be evaluated by the ONMS, with input from Council members, to determine whether to renew or revise the charter.
- Revisions to the charter may be made as determined necessary by the ONMS with input from the Council.

Background

The OCNMS Advisory Council Charter underwent a significant revision in 2011 and was signed by Office of National Marine Sanctuaries (ONMS) Director on December 2, 2011. One of the major changes included the addition of a non-voting, non-government seat: Marine Resources Committee. Members of the review committee also held initial discussions on whether to include a Youth Seat. In 2016 the Executive Committee met to discuss initial ideas for changes and updates to the 2011 Charter, which were presented to the Advisory Council at the July 15, 2016 SAC meeting. A Subcommittee was formed at that meeting to review the Charter and make recommendations for the 2016 Charter. At the September 23, 2016 SAC meeting, recommendations were presented to the council and discussed by council members. Edits were made to be revisited and voted on at the November 4 meeting.

Meetings

The CRS held a conference call meeting on August 12. Mike Barton, Education alternate, was elected Subcommittee Chair, and staff lead Karlyn summarized the SAC Charter renewal process. The CRS discussed ideas that were considered by the Executive Committee, which included the follows:

1. Allow alternate members to be on Executive Committee serving as officer
2. Allow another SAC member on ACX who can serve as additional reviewer
3. Clarification of when ACX officers are elected (avoid January meeting due to term ends and time it takes HQ to conduct clearance & vet candidates)

4. Make criteria for member selection more specific
5. Delete U.S. Geological Survey seat due to their inability to participate?

Recommendations

The CRS made the following recommendations on ideas considered by the AC Executive Committee and mentioned at the July 2016 SAC meeting, and discussed at the September meeting. Feedback from the September meeting were incorporated, resulting in the following revision:

1. It was recommended that the Charter allow alternate members to serve as an officer on the AC Executive Committee in the positions of Vice-chair and Secretary only, with preference given to primary members. The Chair must be a primary member. The primary and alternative member of one seat not allowed to serve simultaneously on Executive Committee. Given that many primary members are very busy, it has been difficult to nominate or recruit Executive Committee officers. Additionally, the OCNMS AC operates on a consensus basis, wherein the hierarchical distinction of primary vs. alternate positions is less pronounced. The stipulation to this change is that two members of the same seat (e.g. Education primary and Education alternate) cannot serve together on the Executive Committee. A preference was expressed for having a fully populated Executive Committee to help set meeting agendas, develop annual work plans, and fulfill other duties, with three members considered the minimum number of officers required to balance AC functions and processes.
2. It was recommended that language allowing one additional council member appointed by Chair to serve as “*Candidate Review Subcommittee for Council member selection*” (p. 17 in section E.1 of 2011 Charter) allow for opportunities beyond just the assistance of reviewing of and interviewing candidates for competitive seats. The proposed addition of text to the statement is: “*The Chair, with concurrence from the Sanctuary Superintendent, may also appoint one additional member from the Council to serve on the Executive Committee or provide input on discreet tasks or council activities, such as council member selection (see below paragraph).*”
3. It was recommended that language clarifying the timing of AC Executive Committee officer elections so that elections take place during the March meeting instead of the January meeting. Given the December 31 term end for seats, it often takes longer to officially announce council members by the January meeting, whether they are new members to the council or council members reapplying to serve another term in the same seat. Therefore waiting to hold off on Executive Committee office elections until the March meeting enables the council to vote for members who will be serving on the council.
4. It was not recommended to make criteria for member selection more specific where descriptions of competitive voting seats are listed (p. 8 under 3. a). CRS members prefer to keep language general in order to avoid limiting or excluding potential council members. The CRS felt that the existing descriptions as stated were functional and that

seat recruitment specifies that the potential candidate have experience in the area that he/she is applying for.

5. [It was recommended to remove the U.S. Geological Survey \(USGS\) seat based on discussion and request from USGS leadership.](#) The representative for this non-voting federal agency was unable to participate on the council since 2012. In 2014 they reached out to express their inability to continue on the council due to their limited budget and staff resources. At the time, it was decided to wait until the end of the Charter's term to determine the status of USGS's situation in order to avoid a Charter amendment. The USGS listed council member had retired in 2015 without OCNMS having been informed. In September, Karlyn was able to reach USGS leadership, who requested removal from the OCNMS advisory council based on their inability to dedicate staff and resources to participate. USGS asked that we consult with them again in five years during the next Charter renewal process, in the event they are in a better position at that point to rejoin.

Other recommendations ideas for the 2016 OCNMS Charter include the following:

- a) Incorporate 2015 Charter amendment made to change name of Commercial Fishing seat to Fishing seat.
- b) Add a quorum chart to depict voting members (non-government and government).
- c) Update the dates (years) in tables listing seat representation or term ends, with statements indicating the cycle of rotation of term durations since the 2011 Charter.
- d) Add a table depicting the recruitment schedule for Marine Resources Committee
- e) Update 2016 AC Charter to reflect changes in National Marine Sanctuaries Advisory Council Handbook

Overall, the CRS advised keeping language in the Charter general since it currently allows us to be productive; more detailed language could potentially limit our ability to recruit new members or challenge our range of activities. It was also recommended to incorporate changes made in national guidelines. CRS members did not propose substantive changes to the OCNMS AC Charter, which will be effective 2016-2021.