



**California Landscape Conservation Cooperative
Organizational Charter
October 2013**

A. Need

To maximize conservation effectiveness, federal, state, tribal, and local governments, NGOs, and private landowner partners will to develop landscape-level strategies for understanding and responding to climate change and other large scale stressors across ecosystems. The California Landscape Conservation Cooperative (CA LCC) will meet that need through the development and coordination of science based tools that support landscape scale planning efforts and adaptive management strategies.

B. Vision, Mission, and Five-year Goal

Vision:

California supports diverse and thriving ecosystems through lasting cooperative conservation partnerships.

Mission:

The CA LCC is a management-science partnership created to inform and promote integrated science, natural resource management and conservation to address impacts of climate change and other stressors within and across ecosystems.

Five year Goal:

A growing community of resource managers, scientists, conservation practitioners, and others who are successfully collaborating to advance and implement actions that promote resilient and adaptable ecosystems across the landscape in the face of environmental change.

To achieve this goal, the CA LCC :

- **Fosters collaboration and integration of science and management.** Brings together conservation scientists and manager to promote actions that support conservation across ecosystems at a landscape scale by leveraging the capabilities of respective agencies/organizations/ partnerships, and providing a common picture of on-going conservation efforts.
- **Supports development of technical products for natural resource management.** Assists to identify landscape scale indicators, test scientific assumptions, and evaluate effectiveness of conservation actions to inform effective adaptive management strategies.
- **Facilitates information acquisition, interpretation, translation, exchange and availability.** Provides scientific information and decision support tools for natural resource management decisions and actions to support natural and cultural resource resilience.

- **Communicates information within and outside the LCC Community.** Communicates relevant science information and CA LCC activities and opportunities to partners and stakeholders. Advocates for collaborative conservation and seeks to leverage capabilities and support.

C. Geographic Scope

The northern boundary of the CA LCC extends from the San Francisco Bay coastline east and north through the upper edge of the Great Central Valley and encompassing the Sierra Nevada up to but not including Lake Tahoe. The western limit of the CA LCC is the California coastline extending from the San Francisco Bay Area south to and including the western edge of Baja California in the country of Mexico and numerous offshore islands. The southern boundary of the CA LCC extends from the Pacific Ocean coastline, east through the Mojave Desert to the southern Sierra Nevada. The eastern boundary of the CA LCC includes the Sierra Nevada.

D. California LCC Guiding Principles

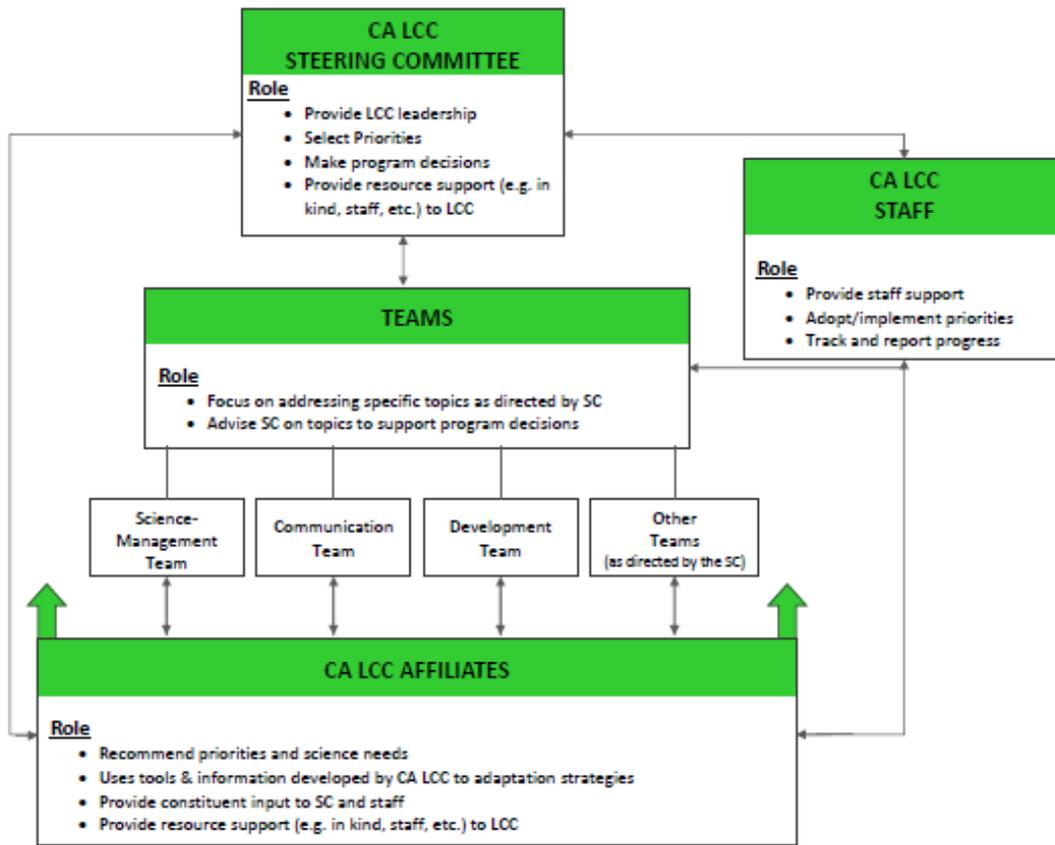
Within the CA LCC geographic scope and community, many existing natural and cultural resource conservation efforts are conducted by individual organizations and partnerships. In this context, the CA LCC:

- Strengthens existing partnerships by increasing science capacity to help them address their priority conservation needs.
- Provides enhanced scientific capabilities to help others deliver conservation in consideration of climate change and other environmental stressors
- Provides agencies with additional science information and tools to help them address issues impacting management of wildlife and associated ecosystems..
- Supports and enhances cooperation across ownership and management boundaries.

E. Organizational Structure

The CA LCC organizational structure includes the following elements (see Figure 2 and descriptions below for more information): Steering Committee, Staff, Teams, and Affiliates. The appropriate level of involvement is based on an organization's scientific mandate, resource legislative authority, level of commitment, authority to make decisions, and breadth of accepted responsibility in furthering CA LCC's conservation goals. Regardless of structural level, the commitment of partner agencies/organizations to the LCC is voluntary and complementary to the organization's mission, authorities, and budgetary capabilities.

Figure 2 – CA LCC Conceptual Organizational Structure



F. CA LCC Steering Committee, Staff, Teams, and Affiliates

CA LCC Steering Committee Membership:

Steering Committee members represent organizations with missions and priorities that include conserving California’s natural resources and promoting climate smart¹ conservation in more than one of the LCC ecoregions². Member organizations’ missions are also consistent with the goals of the CA LCC. The Steering Committee as a whole represents all the CA LCC ecoregions. Members must be responsible for representing their organization and have authority to commit organizational, financial, staff and/or other resources. Each participating organization shall have one Steering Committee representative.

Steering Committee member organizations must:

¹ Climate smart is the intentional and deliberative consideration of climate change in natural resource management, realized through forward-looking goals and linking actions to key climate impacts and vulnerabilities.

² Ecoregions are described in the CA LCC Strategic Plan (see attachment B, pg 14).

- Have substantial programmatic and/or geographic representation within the CA LCC;
- Have ability to promote and/or implement climate smart conservation on a landscape/ecosystem³ scale and,
- Bring scientific and/or management expertise relevant to the CA LCC, including suites of species or habitats.

Steering Committee (SC) Responsibilities:

The SC serves as the executive body for decision making and as ambassadors for the CA LCC. The SC charts the vision, develops a strategic plan and guides the progress of the CA LCC. The SC develops and prioritizes work tasks with the LCC staff. With input from the Affiliates, it promotes cooperation, coordination, consolidation of information, and collaboration among partner organizations to support and advance the purpose, goals, and priorities of the CA LCC. Guided by the Affiliates and Teams, the SC prioritizes projects and makes funding decisions. It oversees and advises communications within the CA LCC Affiliates and solicits input and participation from the participant organizations. It develops and revises the organizational structure and charter as needed. It assesses the progress of CA LCC and makes adjustments as necessary. See Attachment A for membership composition.

Steering Committee Member Selection and Nomination:

SC positions held for individual agencies / organizations are filled by their respective organizations. The agency will provide a recommendations / commitment letter to the CA LCC Coordinator. The letter will identify the name of the representative member, and will include a commitment by the agency to have the member fully participate in the CA LCC process, describe how the organization meets the required criteria for serving on the SC (as listed above), and identify the decision-making authority the proposed member has vested to them from their organization.

Changes in SC membership will occur and will be consistent with adaptive management of the CA LCC as the organization matures and priorities and purpose potentially evolve.

Steering Committee Participation:

SC members participate regularly and fully to advance the purpose, goals, and priorities of the CA LCC. Members attend an annual in-person two day meeting and participate in bi-monthly conference calls and other meetings as needed. Additional business may be conducted by e-mail.

All members are encouraged to identify a consistent alternate member (Alternate) who will serve and attend CA LCC functions if the member is unable to attend a meeting or other activity. The Alternate will have the full decision-making authority of the member organization and will be expected to attend meetings briefed and prepared to advance

³ Landscape and ecosystems are used interchangeably throughout this document and indicates large areas of both land and ocean.

discussions /. An SC member cannot serve as the Alternate, or carry the proxy for an absent member from another organization.

Members or Alternates may serve on Teams (as described below) and fulfill other responsibilities as deemed appropriate by the SC as a whole.

Steering Committee Structure:

The SC is led by a Chair and a Vice-Chair. The SC elects these officers by simple majority vote of the members. The two members nominated with the most support are elected Chair and Vice-Chair respectively. The Chairs serve up to two years, as needed and available. After two years as Vice-Chair, the Vice-Chair is automatically promoted to Chair. If the Chair is not able to complete his/her term, the Vice-Chair will take over and a new election will be conducted to elect another Vice-Chair for the remainder of the term. The outgoing Chair will serve in an advisory role for up to two years, as needed and available.

The Chairs will work closely with the LCC staff to organize and conduct business at the SC meetings. They review and modify SC meeting agendas, assess the status of SC work and assignments, and act as the formal external speakers on behalf of the SC (when warranted and after having vetted comments / perspectives with the SC in advance).

Steering Committee Member Replacement/Addition:

In the event a member resigns or be replaced, the Chair will request the Member's organization to replace him/ her as per the methods described above under "SC Selection".

If the SC receives a request for new membership from an organization not currently represented on the SC, the SC will require the prospective new member to submit a letter providing the information described above under "SC Selection". The SC will review and deliberate the application and will decide if the requested position is warranted to be added to the SC.

SC members and/or organizations may be replaced under the following conditions:

- Failure to fulfill minimum service requirements for the SC.
- Changes in organizational priorities such that membership has insufficient relevance and benefit to the CA LCC purpose, goals, and priorities.

Any SC member may initiate a discussion about changing the composition of the SC.

CA LCC Staff:

Staff support work of the SC and Teams by facilitating, coordinating, and communicating within and across all components of the LCC, both locally and nationally. Staff are responsible for managing operations, implementing program priorities and soliciting assistance from partners when needed. They report to the SC and keep the SC apprised of local, regional, and national issues that complement or

affect the goals of the CA LCC. Staff help track and report progress of the LCC and are the primary points-of-contact for the CA LCC.

Teams:

The SC will designate teams to conduct business on specific topics and will appoint the team chairs. They carry out work as assigned by the SC. The SC members nominate and appoint members of a team. The Team chair may nominate additional members as necessary. Teams will receive input from the Affiliates when needed.

Teams (and at times members of the SC) will be periodically served by ad hoc “Technical Groups”. Technical Groups will typically be smaller groups of technical experts, convened to provide direct technical support to a Team or the SC. Technical Groups will not have a Chair, however each will identify one “lead” member whose responsibilities will be to track and report the progress of the team in completing their assignments from the SC and/or Team.

CA LCC Affiliates:

The CA LCC-wide Affiliates comprises a wide range of partners who share the CA LCC mission. The Affiliates promotes cooperation, coordination, communication, and collaboration to support the purpose, goals, and priorities of the CA LCC.

Affiliate partners support CA LCC objectives, are involved with projects, and participate in annual CA LCC-wide and/or eco-regional meetings. Affiliate partners are encouraged to actively contribute to the work of the CA LCC by sharing information with the larger CA LCC community, participating in committees, contributing resources and/or staff, and championing the CA LCC vision and mission.

G. Governance

When decisions and actions need to be made, the Steering Committee (SC) of the CA LCC will take reasonable steps to achieve consensus. Should consensus not be reached, decisions will be made by a simple majority vote. Minority opinions and concerns will be recorded.

A scheduled meeting of the SC will take place regardless of the number of SC members or Alternates that are present. However, the SC may not make a formal decision (with the exception of general administrative decisions) in the absence of a quorum, regardless of whether an action has been included on the meeting agenda. For the purpose of the SC, a quorum is defined as a simple majority of all voting members. Consensus decisions or majority votes will be made at most CA LCC Steering Committee meetings.

All policy and/or technical recommendations will be presented in advance of a meeting so that all participants are informed and prepared in advance to make decisions at the meetings.

All member organizations on CA LCC SC will have one vote per represented organization. All voting participants are required to recuse themselves from voting on issues with conflicts of interest. The SC will not revisit previously agreed upon decisions

unless new information is brought to light that would likely affect the outcome of the group's previous work.

CA LCC Teams will strive for consensus in developing recommendations for the SC. In the event consensus cannot be reached, recommendations will be made by a simple majority vote if a quorum of that Team is present.

Attachment A. CA LCC Steering Committee Composition

August 7, 2013

Steering Committee Composition

The CA LCC Steering Committee will have up to 24 members and will consist of one representative each from the following agencies and organizations:

Department of Agriculture

- Natural Resource Conservation Service
- US Forest Service

Department of Commerce

- National Oceanic and Atmospheric Administration

Department of Interior

- Bureau of Reclamation
- Fish and Wildlife Service
- National Park Service
- US Geological Survey, Western Ecological Research Center
- SW Climate Science Center

California State Agencies

- CA Department of Fish and Wildlife
- CA Department of Water Resources
- State Coastal Conservancy

Organizations

- Bird Joint Ventures
- California Fish Passage Forum
- Conservation Biology Institute
- Point Blue Conservation Science
- The Nature Conservancy

In addition, the CA LCC will hold open a total of 6 seats to fill the following interests:

- Tribes
- 3 annual rotating seats that provide local interests or expertise depending on the focus of the CA LCC in a given year.

