



United States Department of the Interior



FISH AND WILDLIFE SERVICE
Pacific Southwest Region
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IN REPLY REFER TO:
FWS/R8/SA/056254

August 8, 2014

Memorandum

To: Regional Director, Pacific Southwest Region

Through: California and Great Basin LCC Coordinator and Science Coordinators

From: ARD, Science Applications *Kens. Bay*

Subject: Recommendation for Steering Committee representation on Region 8 LCCs

Overview

Currently there are vacancies for the FWS seat on both the California and Great Basin LCCs Steering Committees. The Assistant Regional Director for Science Applications filled these seats previously. In an effort to broaden FWS involvement in LCCs, we recommend other FWS programs be represented on our Steering Committees. In addition, we recommend the Assistant Regional Director for Science Application maintain a leadership role with our LCCs by serving as an advisor to our Steering Committees and continue participation at our meetings. We are providing excerpts from the California and Great Basin charter that describe Steering Committee requirements and have recommendations for filling the Steering Committee spots below.

CA LCC Charter excerpt

The Steering Committee (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.

Members must be responsible for representing their organization and have authority to commit organizational, financial, staff and/or other resources.

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 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 and fulfill other responsibilities as deemed appropriate by the SC as a whole.

CA LCC Recommendation

For the CA LCC, we recommend the Assistant Regional Director for Refuges fill the Steering Committee seat. Given the large number of refuges within our geography and our strong ties with the FWS Inventory and Monitoring Program, we feel the Refuges ARD would serve a key role on our Steering Committee. The Assistant Regional Director for Science Applications will serve as an advisor on our Leadership Team and participate in all Steering Committee meetings.

GB LCC Charter excerpt

The Steering Committee is responsible for the operational management of the organization and for developing the work plan that provides direction for the Great Basin LCC's actions, including priority setting, outreach and LCC Coordinator evaluation input. The Steering Committee establishes the Issue-based Working Groups and a Steering Committee member will chair each working group. The Steering Committee is responsible for acting on input from the Forum, as well as responsible for conveying information, needs and recommendations to the Forum and interested parties. Members of the Steering Committee coordinate with their respective organizations, and may bring additional resources to the Great Basin LCC, which may include financial resources, technical expertise, personnel or advocacy.

The following are characteristics the GBLCC seeks in its Steering Committee representatives.

- *Be an active participant and an advocate for the GB LCC mission.*
- *Have a commitment and willingness to collaborate.*
- *Be able to think beyond the boundaries of his/her agency, Tribe or organization.*
- *Be able to represent natural and/or cultural resource issues.*
- *Have decision-making authority/influence within their agency, Tribe or organization.*
- *Be committed to soliciting input from and reporting back to their agencies, Tribes, organizations, and colleagues.*
- *Bring the capacity to fully participate in the work of the Steering Committee.*
- *Be involved with an agency, Tribe or organization that:*
- *Has resources and/or a mission that aligns with the GBLCC.*
- *Has science/knowledge capacity and/or is actively engaged in resource management activities.*

GB LCC Recommendation

For the Great Basin LCC, we recommend the Nevada State Supervisor fill the Steering Committee seat. The Reno office has been very engaged in issues important to the GBLCC such as sage grouse. Participation by the State Supervisor in the GBLCC Steering Committee meetings would strengthen important FWS relationships in this geography. The Assistant Regional Director for Science Applications will serve as an advisor on our Executive Committee and participate in all Steering Committee meetings.

Approved _____ Disapproved _____

Regional Director

8.22.14

Date