



**Colorado Wolf Restoration and Management Plan
Stakeholder Advisory Group
to Colorado Parks and Wildlife**

**Governance Charter
6/30/21**

I. Purpose and Scope of the Stakeholder Advisory Group

The Stakeholder Advisory Group (SAG) offers a broad range of perspectives and experience to inform the social implications of wolf restoration and management strategies for the Colorado Wolf Restoration and Management Plan. The SAG will receive information provided by Colorado Parks and Wildlife (CPW) and the Technical Working Group (TWG), will follow the development of management and restoration alternatives, and will have opportunities to review and provide input to CPW on plan alternatives and language throughout the process. SAG members are encouraged to collaborate with their broader networks of organizational and community members, sharing information about the process and opportunities for stakeholder and public engagement.

II. Governance

This document constitutes the SAG's governance charter. The charter is approved and may be amended by the CPW Director, including with consideration of input from the SAG.

III. Powers and Duties

Colorado Parks and Wildlife is responsible for writing the Wolf Restoration and Management Plan. The Parks and Wildlife Commission (PWC) serves as the decision-making body responsible for approving the Wolf Restoration and Management Plan. The SAG serves in an advisory capacity to Colorado Parks and Wildlife, offering non-binding input into the development of plan content. The SAG is not a decision-making body and has no authority on wolf management policy, research or operations.

IV. Operating principles and responsibilities

Operating principles and responsibilities of members include:

- a. Compliance with all aspects of this governance charter.
- b. SAG members have been selected for diversity in demographics, backgrounds, geographic regions, perspectives, and knowledge in order to constitute a vibrant, diverse and inclusive stakeholder voice in the planning process. Members will demonstrate

composure and respect working with those with different experiences, backgrounds and perspectives.

- c. Members will demonstrate the ability to engage productively and in good faith in the SAG's business and provide timely input.
- d. Members will demonstrate willingness and preparedness to engage SAG meetings.
- e. Members will demonstrate focus on the scope and charge of the group.
- f. Members will refrain from behavior or comments that denigrate other SAG members or others involved in wolf restoration management efforts, or are disruptive to the charge and progress of the group.
- g. Members will treat all draft documents and deliberative communications received or generated by the SAG and its members as confidential and will not disclose their contents except through the reporting procedures discussed below.

V. Membership and Participation

a. Members

Members of the SAG are appointed by the CPW Director.

Within the SAG, there are 17 voting members of the SAG and 3 non-voting, ex-officio members. Non-voting members include the Director of Colorado Parks and Wildlife, the Director of Colorado Department of Natural Resources, and the Commissioner of Colorado Department of Agriculture or their designees.

SAG members will represent themselves as individuals, not on behalf of a specific organization.

b. Resignation of SAG Members

Any member who is no longer able to participate on the SAG shall notify the CPW Director as soon as practicable.

c. Removal of SAG Members

A member may be removed from the SAG at the discretion of the CPW Director based on conduct or lack of participation.

d. Vacancies

If a vacancy occurs on the SAG, the CPW Director may appoint a member to fill the vacant position.

e. Quorum

A quorum for purposes of meetings is a simple majority (9) of the voting membership of the SAG.

f. Meeting attendance

Voting members may not appoint a delegate to represent them at any meeting.

SAG members shall make best efforts to attend SAG meetings in person when meetings are conducted in person, but may participate by telephone or virtual conference when necessary. Reasonable accommodation will be made to provide quality participation experience for remote participants.

VI. Consensus and Voting

a. Consensus

The SAG shall strive to make decisions based on the consensus of all voting members, where possible. Where the SAG is able to achieve consensus, its input will receive priority consideration by CPW.

Consensus is defined as general agreement that is shared by all the people in a group; it reflects a recommendation, option or idea that all participants can support or abide by, or, at a minimum, to which they do not object. In other words, consensus is a recommendation, option or idea that all can live with.

Final assessment of consensus: Level of agreement will be assessed and recorded on final recommendations, options or ideas. A quorum must be present, as defined above. When conducting a final assessment of level of agreement on a proposed recommendation, option or idea, each member will indicate whether they can support or abide by it, and do not object; if no participants object, then consensus exists and will be recorded, along with a summary of rationale and perspectives as relevant. If any participant objects, then there is not consensus, and a vote will be taken.

Informal assessment of consensus: When informally assessing level of agreement during the course of SAG discussions, the table below may be utilized to assess perspectives on a draft recommendation, option or idea. As relevant, the group will discuss whether, and if so how, the recommendation, option or idea could be improved and/or how concerns could potentially be better addressed. Informal assessment of support for a recommendation or alternative may be conducted iteratively throughout the process and will not be recorded.

Consensus exists if <u>ALL</u> participants are at level 1-3:	
1	I enthusiastically support this recommendation, option or idea.
2	I support this recommendation, option or idea.
3	I do not fully agree with the decision, however I can abide by or live with this recommendation, option, or idea; I do not object.
4	I object to this recommendation, option or idea.
5	I strongly object to this recommendation, option or idea; I cannot support, live with or abide by it.

b. Voting

Where consensus does not exist on a final recommendation, option, or idea, a vote shall be taken and the votes of individual members will be recorded along with a summary of the rationale for supportive and dissenting views. A quorum must be present, as defined above. Total vote counts, the votes of individual members, and the summary of rationale and views will be included in the report of the SAG to CPW.

c. Proxies

No member shall be permitted to vote by proxy or delegate.

d. Reports

A final assessment of the SAG's level of support for a recommendation, option, or idea will be conducted publicly and recorded in a report to CPW. The report will reflect the recommendations or options considered, level of agreement for each recommendation or option, and a summary of the rationale for both supportive and dissenting views. Interim reports on specific topics, options or alternatives may be provided by the SAG to CPW throughout the process. A final report authored by the facilitator with review by the SAG will compile interim and final feedback on all topics from the SAG to CPW.

VII. Meetings and Records

a. Regular Meetings

CPW shall establish a schedule for SAG meetings in consultation with the facilitators. The SAG shall meet one day a month on average. Additional meetings will be called as necessary by CPW.

b. Facilitation

The CPW Director will contract facilitators to facilitate the work of the SAG. CPW staff person(s) will be appointed to coordinate with facilitators in the development of schedules, agendas, materials, and processes for the SAG.

c. Conduct of Meetings

The facilitator will manage meetings of the SAG in the most informal manner possible. SAG votes will be conducted formally by roll call of the SAG.

d. Public Meetings

The SAG does not have authority to adopt rules or create policy and is not subject to the Colorado Open Meetings Law. Nonetheless, to support openness and transparency, all meetings of the SAG shall be open to public observation in person. Information about meetings will be provided publicly in advance. SAG members may discuss the work of the group with each other outside of SAG meetings.

e. Public Comment

Public comment opportunities will be offered at SAG meetings. CPW shall determine when opportunities for public comment will be offered, and in what format. Public comment opportunities at in-person meetings will be provided only to in-person attendees. Public comment opportunities at virtual meetings with no in-person meeting component will be provided to virtual attendees.

f. Minutes

Minutes shall be kept of all SAG meetings and shall include at least names of all SAG members present, the location of the meeting (physical location or virtual meeting), a summary of the issues or matters discussed, any public comment received, and the outcome of any formal votes taken; including the vote of individual SAG members when a vote is called. Minutes shall be kept by the facilitator and posted to the SAG website.

g. Open Records

Any records received by the SAG and/or CPW may be subject to the Colorado Open Records Act.

VIII. Communication

The CPW Director or his/her designee within CPW shall be the official spokesperson regarding the SAG process. The CPW Director or designee shall be responsible for managing the communications regarding the SAG, including to the media, legislators, the Governor and other policy makers.

SAG members are free to discuss the SAG's work with any interested party but in so doing must clarify they are speaking for themselves, and not the SAG, and must abide by the confidentiality provision above regarding draft and deliberative materials. SAG members are urged to use discretion when discussing the group. Consistent with operating principles, members will refrain from communications that denigrate other participants or are disruptive to the charge and progress of the group.

IX. Compensation

Members of the SAG may be offered a nominal stipend and reimbursement for necessary travel expenses incurred in the performance of their duties and in accordance with state government guidelines, when requested.