Utah's Watershed Restoration Initiative Northern Region Team Charter
11/2024

Background: Utah's Watershed Restoration Initiative (UWRI) was formed in 2006 to leverage diverse interests including governmental and non-governmental organizations, industries, citizens, and other conservation-minded organizations to mitigate threats to and improve watershed health in Utah.

Mission: The purpose of the UWRI Northern Region Team is to serve as a clearinghouse for coordinating and sharing conservation concerns and priorities, discussing potential solutions, and collaboratively implementing conservation activities.

Vision: UWRI is a partnership-based program aiming to improve high-priority watersheds throughout the state. The program is focused on improving three ecosystem values:

- Watershed health and biological diversity
- Water quality and yield
- Opportunities for sustainable uses of natural resources

Goal: To mitigate threats to watershed health through cooperative management and conservation actions on public and private lands in the Northern Region.

Objectives: The locally-led Northern Region Team collaborates to plan and implement projects and strives to promote projects that:

- Address established watershed goals and objectives at the 10-digit hydrologic unit code (HUC) sub-basin level.
- Reflect coordinated partner priorities and cross land ownership boundaries to address specific benefits to multiple natural resources.
- Incorporate goals and objectives from strategic land use or other conservation plans.
- Include monitoring and evaluation components
- Meet or exceed the ranking criteria established by statewide guidance.

Participation: All meetings are open to the public.

Voting Membership: Voting opportunities include two tiers:

Tier One - General administration (including officer elections), proposal review/approval to move to ranking, and charter changes**.**

- Any participant has the right to cast a vote in tier-one activities; however, voting participation at the pre-proposal and proposal meetings requires regular attendance at team meetings and/or familiarity with projects and issues.
- Each voting participant is recommended to make every effort to attend and participate in at least half of the meetings during the year.
- Each participant may vote on whether to move projects forward to ranking.
- Excluding changes to the charter, tier-one activities require a simple majority vote.
- Changes to the charter require a 2/3 majority vote.

Tier Two - Project ranking by a ranking committee

- The ranking committee is composed of core and at-large members.
- Core members of the ranking committee include governmental and non-governmental organizations that are founding members of the UWRI partnership and have a long-standing record of participation in the UWRI process and/or funding of UWRI projects.
- Core members of the ranking committee may be composed of one representative from each of the following organizations:
    - Bureau of Land Management
    - Utah State University Extension Service
    - USDA Natural Resource Conservation Service
    - Utah Association of Conservation Districts
    - U.S. Fish and Wildlife Service
    - U.S. Farm Services Agency
    - Utah Department of Agriculture and Food
    - U.S. Forest Service
    - Utah Department of Environmental Quality
    - Utah Recourse Conservation and Development (RC&D) Councils Association
    - U.S. Bureau of Reclamation
    - National Parks Service
    - Trade Lands Administration
    - Utah Division of Wildlife Resources
    - Utah Division of Forestry, Fire, and State Lands
    - Utah Division of Parks and Recreation
- The at-large members of the ranking committee may be composed of one representative from no more than five invited organizations or individuals that reflect the ecologic, economic, and social demographics of the Northern Region. Such organizations or individuals may include but are not limited to:
    - Ducks Unlimited
    - Local governments
    - Mule Deer Foundation
    - National Wild Turkey Federation
    - Sageland Collaborative
    - The Nature Conservancy
    - Tribal governments
    - Trout Unlimited

- Pheasants Forever
- Landowners
- Industries

- ❖ To be eligible for a ranking committee assignment, an individual must attend the proposal meeting and familiarize themselves with all proposed projects prior to the ranking meeting by reviewing the details of each Northern Region project in the UWRI database.
- ❖ Ranking committee members are required to attend the project proposal meeting, ranking meeting, and at least one other meeting (e.g., the pre-proposal or summer field trip).
- ❖ Ranking committee members must participate in ranking the projects.
- ❖ Disagreements with final ranking scores will be handled using discussion and an average of all scores.
- ❖ If necessary, nomination for removal of a ranking committee member will be on the grounds of not attending the necessary meetings, not ranking projects, poor communication, disorderly behavior in group settings, or otherwise not adhering to this charter.
- ❖ Nomination for removal will be followed by a second and require a 2/3 or higher tier-two vote.
- ❖ Each ranking committee member will have a term limit of 5 years and may return to the committee after a two-year break from service.
- ❖ Comments to project proposals must be entered into the UWRI project database five days prior to the project proposal meeting for project managers to prepare a response.

Administration:

- ❖ The chair and vice-chair will serve one-year terms beginning at the first meeting of each calendar year.
- ❖ Upon term completion, the vice-chair will transition to the chair position.
- ❖ Nominations for the vice-chair position will be completed via email. The new vice-chair will be elected during the pre-proposal meeting; however, an electronic vote may be used before the meeting if deemed necessary. Nominees must be consulted and willing to accept nominations.
- ❖ If the chair position becomes vacant, the vice-chair will assume the chair position, and a new vice-chair will be nominated and elected promptly. Both the newly appointed chair and vice-chair will fulfill the remainder of the original term and serve an additional year starting from the new calendar year.
- ❖ If the vice-chair position becomes otherwise vacant, a new vice-chair will be nominated and elected promptly. The newly appointed vice-chair will serve the remainder of the original term and one additional year starting from the new calendar year.
- ❖ The outgoing chair will support the new chair and vice-chair in perpetuity.
- ❖ Efforts should be made to rotate the chair and vice-chair positions among different organizations. The vice-chair shall not be from the same organization as the chair.

- The chair is responsible for distributing information to all regional team members, scheduling and leading meetings, and acting as the liaison with UWRI.
- The vice-chair serves to support the chair in developing agendas, facilitating regional team meetings, attending meetings where regional team representation is required, and assisting with duties critical to meeting regional team objectives.
- The vice-chair oversees coordinating and leading the summer field trip.
- The chair will appoint a person to record meeting minutes for each meeting.
- In situations where changes to the charter are needed and these changes would require a considerable amount of work, a subcommittee will be formed to accomplish the task. Subcommittees will be formed from volunteer members of multiple organizations and assigned on an as-needed basis.
- All proposed and substantive changes to the charter will be presented to the entire group for approval.

Annual Calendar:

January**:**
- Projects must be entered and submitted into the UWRI database to be considered for the following fiscal year (the official deadline set by the Department of Natural Resources).
- Discussions about the summer field trip.

February/March: Project proposal and ranking meetings (if time warrants, ranking committee meetings will occur immediately after proposal presentations).

March: Ranking results submitted to UWRI.

April/May (every odd year): Statewide UWRI meeting

April/May (optional meeting in even years):
- Discuss project coordination opportunities across borders
- Restoration-oriented presentations
- Workshops

June/July/August: Summer field trip to view implemented projects.

October: Nominations solicited for vice-chair via email.

November/December: Pre-proposal meeting
- Housekeeping from prior meetings (e.g. presentation of sub-committee reports and recommendations)
- UWRI leadership updates
- Election for vice-chair

- Identification of ranking committee members
- Status updates for previously funded projects
- Optional speakers (lunch provided if speakers are included on agenda)
    - 5-year post-project completion update
    - Educational presentations