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### **Tongass Futures Roundtable Administrative Committee Meeting Notes October 30 – 31, 2007**

#### **Roundtable Membership**

The Committee discussed Roundtable membership, considering members who have not participated in several meetings, as well as possible gaps in representation that might be filled with new members. There are currently 33 members and the Roundtable as a whole is capped at 35 members. Therefore, there are two open seats. The Administrative Committee decided to:

- Contact members who have not participated in recent meetings and inquire about their continued interest in participation.
- Identify gaps in representation as well as individuals who, if they joined the Roundtable, might fill those gaps.
- Consider ways to engage people beyond Roundtable membership (e.g. committee participation, outreach plan, etc.)

Areas identified as needing more representation on the Roundtable include:

- Timber industry, especially small timber operators
- Villages
- Large-scale tourism
- Guides and outfitters
- Fishermen, including shellfish divers and mari-culturists
- Entrepreneurs

#### **Public Outreach**

The Committee agreed that the Roundtable needs a plan for outreach beyond Roundtable members, alternates and observers. This is in keeping with the Roundtable Charter's statement on Convening Values:

“The Roundtable will include all of those who care for the Tongass by using open, inclusive, and transparent processes to reach out to all Tongass voices. The Roundtable will work to create a positive dialogue and find shared solutions to meet the Roundtable's Purposes.”

The Committee reviewed efforts to engage the public to date, including holding meetings in as many different Southeast Alaska communities as practicable over time, keeping the Working Groups and Committees open to interested participants, maintaining a Roundtable Web Site, and providing opportunities for members of the public to address the Roundtable at its regular meetings. Staff noted a new effort to make the web site more dynamic, including meeting calendars and information, regular postings of Roundtable documents, creation of a separate page for each committee and working groups including a blog for each. The committee discussed a request by individuals to

## **DRAFT**

make audio recordings of Roundtable meetings. The committee did not make a specific recommendation. They agreed that a Roundtable outreach plan is needed and should be an agenda topic at the next meeting of the full Roundtable.

### **Roundtable Protocols**

The Committee considered concerns raised by several Roundtable members that members and their affiliate organizations should refrain from pursuing policy goals in Congress while the Roundtable is deliberating on those same topics – so called “end runs” or “end-arounds”. The Roundtable considered such a guideline early on and rejected it; participation in the Roundtable does not require that any interest or organization discontinue its advocacy work outside the Roundtable. The Committee did discuss the concept of a “no surprises” guideline, a possible recommendation that Roundtable members generally try to brief their Roundtable colleagues or give them a “heads up” before taking actions (legislation, litigation, etc.) that could impact or surprise other interests.

### **Committee Reports**

The Administrative Committee would like each Roundtable committee or working group to make a brief report at each meeting of the full Roundtable. In general, they recommend that each committee report include a presentation of topics or points of agreement identified by the committee. The Roundtable is a consensus-seeking forum and we should make a habit of identifying agreements and building consensus one step at a time. At the upcoming Roundtable meeting each committee should:

- Share and review their Charter
- Share and review their Work Plan including a progress report on achieving goals and objectives
- Present important information and issues for Roundtable discussion
- Make recommendations for Roundtable action

### **Possible Meeting Action Items**

- Adopt all committee charters.
- Adopt all committee work plans.
- Adopt overall Roundtable work plan.
- Decide on “no surprises” guideline.
- Launch Roundtable Outreach and Engagement Plan.
- Make recommendations for additional Roundtable membership priorities.
- Draft a resolution on TLMP Record of Decision.

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**Proposed Dates for Future Roundtable Meetings**

**2007:**

Dec. 3 – 4      Seattle, WA – hotel very close to airport  
Monday Dec. 3      9 am – 5 pm; 6 pm reception  
Tuesday Dec. 4      9 am – 4 pm

**2008:**

Feb./Mar.      Juneau, AK  
Feb 20-21      Feb 27-28      Mar 3-4  
May      Hoonah, AK  
May 7-8      May 13-14      May 20-21  
Sept      Yakutat, AK  
Sep 15-16      Sep 23-24  
Nov/Dec      Ketchikan/POW, AK  
Nov 25-26      Dec 4-5      Dec 8-9

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Tongass Futures Roundtable  
December 3-4, 2007  
Hilton Seattle Airport

**Draft Agenda**

*The following list of possible topics and presentations has been developed but the sequence and format of the meeting has yet to be determined.*

Monday, December 3, 2007

7:30 am        Breakfast

8:00 am        Convene Meeting

- I.        Member and Staff Introductions
- II.       Review Agenda
- III.      TFR Charter and Code of Conduct Review
- IV.      Updates on Current Policy Issues
- V.        Public Comment
- VI.      Committee Reports
  - a.        Charters
  - b.        Work Plans
- VII.     Featured Restoration Presentation (*Restoration Committee is preparing for Monday December 3<sup>rd</sup>*)
- VIII.    Public Outreach Plan
- IX.      2008 Meeting Schedule
- X.        Possible Action Items
  - a.        Code of Conduct
  - b.        Public Outreach Plan
  - c.        Adopt Committee Charters
  - d.        Adopt Committee Work Plans

12 noon        Lunch

5:00 pm        Adjourn

7:00 pm        Dinner at Anthony's Home Port in Des Moines

Tuesday, December 4, 2007

7:30 am        Breakfast

8:00 am        Continue through Agenda

12 noon        Lunch

4:00 pm        Adjourn