



STATE OF WASHINGTON

OFFICE OF THE INTERAGENCY COMMITTEE
1111 Washington Street SE
PO Box 40917
Olympia, WA 98504-0917

December 15, 2006

The Honorable Christine O. Gregoire
Governor of Washington
P.O. Box 40002
Olympia, WA 98504-0002

Dear Governor Gregoire:

I am pleased to present the first annual report of the Washington Invasive Species Council, as required by its authorizing legislation (ESSB 5385).

The Council was created by the 2006 Legislature in response to the increasing number of harmful plant and animal species invading Washington's land, water, and other resources resulting in damage to the environment and economic hardships. The Council was charged with providing policy direction, planning, and coordination on invasive species issues. It has until December 31, 2011 to complete its work.

Implementation Status

The Washington Invasive Species Council was convened on November 28, 2006. Governor Chris Gregoire's senior policy advisor, John Mankowski, is serving as interim chair. At the Council's first meeting, Governor Gregoire's chief of staff, Tom Fitzsimmons, and Washington State Lands Commissioner Doug Sutherland, welcomed Council members (Attachment 1) and provided a governance and policy perspective on the impact of invasive species and the need for an integrated approach. Both stressed the importance of the Council's role in addressing the need for coordination and communication across public and private efforts.

At its first meeting, the Council took the following actions:

- Approved the addition of a tribal representative as a member of the Council.
- Approved the addition of a representative from an environmental coalition that made Audubon the point organization as a member of the Council.
- Approved operating ground rules, including the formation of technical and advisory committees as needed (Attachment 2).



- Approved meeting dates for 2007 (Attachment 3).
- Approved agenda items for the 2nd and 3rd meetings and interim work assignments.

The Council also directed staff to begin compiling a statewide inventory of public and private invasive species programs and projects. This will help the Council identify duplication and gaps in state efforts and to find opportunities for collaborative work. To foster an integrated effort, briefings for the Council from other entities relating to invasive species are being arranged – Washington Biodiversity Council, Aquatic Nuisance Species Coordinating Committee, Ballast Water Work Group, Noxious Weed Control Board, and others.

The Washington Invasive Species Council resides in the Office of the Interagency Committee (IAC). A staff coordinator was hired to assist the Council. An e-mail distribution list of interested individuals and organizations is being expanded and a Web page has been developed.

For summary information, a PowerPoint was created (Attachment 4).

The Council is committed to conducting its work in the spirit of collaboration, cooperation, and inclusiveness. It has taken first steps to develop a comprehensive statewide strategy, to identify opportunities for collaborative intra-agency and public-private projects, and to serve as a forum for public discourse and education.

Sincerely,



Clover Lockard
Executive Director

Council Membership Attachment 1

As specified in statute, initial Council membership consists of the following entities:

- Department of Agriculture
- Department of Fish and Wildlife
- Department of Ecology
- Department of Natural Resources
- Department of Transportation
- Washington State Noxious Weed Control Board
- A county east of the crest of the Cascade Mountains
- A county west of the crest of the Cascade Mountains

Nonvoting ex officio members of the Council include the following entities:

- U.S. Department of Agriculture
- U.S. Fish and Wildlife Service
- U.S. Environmental Protection Agency
- U.S. Coast Guard

INVASIVE SPECIES COUNCIL MEMBERS

Name	Organization	E-mail
Wendy Brown	Department of Natural Resources	Wendy.Brown@wadnr.gov
Mary M. Toohey	Department of Agriculture	Mtoohey@agr.wa.gov
Melodie Selby	Department of Ecology	Mse1461@ecy.wa.gov
Bridget Moran	Department of Fish and Wildlife	Moranbn@dfw.wa.gov
Gene Little	Washington Noxious Weed Control Board	Geenol@comcast.net
Chris Christopher	Department of Transportation	Christc@wsdot.wa.gov
Joan Cabreza	U.S. Environmental Protection Agency	Cabreza.Joan@epa.gov
Mark Huebschman	U.S. Coast Guard	Mark.J.Huebschman@uscg.mil
Barbara Chambers	U.S. Department of Agriculture	Barbara.A.Chambers@aphis.usda.gov
Kate Benkert	U.S. Fish and Wildlife Service	Kate_Benkert@fws.gov
Bob Koch	Franklin County	Rkoch@co.franklin.wa.us

Council Operating Rules

Attachment 2

Purpose and Duration

The Washington Invasive Species Council was created by the 2006 Legislature (ESSB 5385) in response to the increasing number of harmful plant and animal species invading Washington that are damaging the environment and causing economic hardships. The Council is to provide policy direction, planning, and coordination on invasive species issues. The Council is charged to complete its work by December 31, 2011.

Definition of Invasive Species

“Non-native organisms that cause economic or environmental harm and are capable of spreading to new areas of the state.” Domestic livestock, intentionally planted agronomic crops, and harmless exotic organisms are not included.

Initial Mission Statement

The Council serves as a mechanism for cooperation, communication, and collaboration between public and private efforts, and provides policy level direction, planning, and coordination to prevent, detect, and respond to invasive species, including the development of a statewide strategic plan.

Membership

1. The Council consists of six state agency representatives, two county representatives, and four ex officio representatives of federal agencies. The Council may expand its membership and may establish advisory and technical committees.
2. Each member of the Council is an equal participant in the process and has an equal opportunity to voice opinions and contribute ideas.
3. Council members accept the responsibility to come to the meetings prepared for the discussions.
4. Each member will make a special effort to listen carefully, ask pertinent questions, and educate ourselves and those we represent about the interests and needs that must be addressed in a problem-solving atmosphere.
5. Members are expected to attend regularly scheduled Council meetings and shall notify staff of any expected absence. In this event, the member may send his or her designated alternate to attend the meeting. The member may also submit written comments that will be distributed to the other Council members.
6. If a member wishes to resign from the Council, that member should notify the Council of his or her decision thirty days before the effective date of resignation. If

the notice does not identify a new agency representative, the Council shall request a new representative from the agency's director.

7. Each of us will continually communicate the Council's progress to the agency or entity that we represent and routinely seek its advice before making decisions.

The Staff's Roles and Responsibilities

1. The Council Coordinator and other staff may offer their expertise and will provide information necessary to the discussions in a timely and complete manner.
2. Contracts and expenses for the Council shall be administered by the Office of the Interagency Committee (OIAC). Fiscal and administrative support for the Council shall be provided from legislative appropriations to the OIAC for this purpose and from private match sources, and as approved by the director of OIAC.

The Role of the Chair or Co-chairs

1. The role of the chair or co-chairs is to run the meeting and work with staff on preparing the meeting agendas and meeting notes.
2. Selection of the Chair: The first and second meetings of the Council will be chaired by the Governor's representative to give members time to become acquainted before selecting a chair.

Quorum

A quorum must be present in order to conduct official business. A quorum of the Invasive Species Council shall consist of a majority of the Council. If a quorum is not present, the only actions that may legally be taken are to fix a time of adjournment, adjourn, recess, or take measures to obtain a quorum.

Committees

Standing and ad hoc committees may be formed by the Council by charter setting forth the committee's role, membership, deliverables, and time frames.

The Public's Role and Responsibilities

1. Council seeks the expertise, interests, perspectives, and comments of the public, both citizens who are associated with organizations having a special interest in the process, and those who are unaffiliated but knowledgeable and interested. To achieve the public's advice, time will be set aside during the meetings, most likely toward the end of each substantive section of the agenda but before the Council makes a decision on a given topic, for citizen comments. The Council requests that those comments be focused on the topic of the moment.
2. The Council also invites written comments from interested citizens. Those comments, whether directed to a specific Council member or to the Council as a whole, should be sent to the Council coordinator. Written comments will be

distributed to Council members, who shall consider them before making their recommendations.

Meetings, Agendas, and Summaries

1. All regular meetings of the Council are open public meetings as defined in Chapter 42.30 RCW. The Council shall meet at least quarterly, and may schedule additional special meetings. When more than a quorum of members is gathered to discuss business of the Council, in person or electronically, their discussions or actions must be consistent with the open public meeting laws, including notice to the public if required.
2. Meetings of the Council will be task-oriented. Draft agendas will be prepared by the Council coordinator, working with the chair or co-chairs. Following the chair's approval, draft agendas will be distributed to the Council members at least one week before a meeting. They will describe the matter for discussion and the purpose of discussing it, and be accompanied by information necessary to support informed discussion.
3. The Council may consider seeking a facilitator to assist the Council in meeting its goals and objectives.
4. Following the conclusion of each meeting, a summary of key decisions and agreements will be developed by the Council coordinator and reviewed by the chair or co-chairs. Once reviewed, the summaries will be distributed. The Council coordinator commits to providing the summary within one week of a meeting's conclusion.
5. Council members are obligated to review the summaries for accuracy and to alert the Council coordinator if they find mistakes.

Agreement and Recommendations

1. The Council's goal is to reach agreement on as many issues and recommendations as possible.
2. The Council will strive to use consensus to reach decisions. Consensus is defined as unanimous agreement or a lack of opposition of all the parties at the table. Its use precludes the need for voting.
3. In the absence of agreement, Council members will agree on where we disagree as well as where we agree. Meeting summaries or Council reports will describe the areas of agreement and disagreement. Every effort will be made to state all points of view clearly, accurately and fairly. Disagreements will be presented in terms of where the disagreements lie. In the absence of consensus, a vote may be taken and majority and minority reports shall be included in the record. When formal Council action is necessary, such action shall proceed generally by Robert's Rules of Order.

4. All recommendations on the development of the strategic plan are tentative until the end of the process, at which time the Council will review them in whole before finalizing them. During the process, recommendations will only be revisited by agreement of the Council.

Final Recommendations and Report

The strategic plan and each annual report will be prepared by the staff and distributed to all members for their review, edits, and approval. After approval, each document will be submitted to the Governor and Legislature as provided in the legislation and to whomever else we agree should receive it.

Compensation of Members

Council members or their alternates may be eligible to be compensated for per diem, travel, and lodging, as necessary, within limits established by the Washington State Office of Financial Management. Those eligible include members representing non-governmental organizations, tribes or tribal organizations, local governments, and federal agencies.

Travel is at state-employee rates, and in some cases specific state contracts must be used for air or lodging. Council members should contact the OIAC for assistance with travel regulations or reimbursement. Usually, OIAC prepares forms for an eligible member's use in requesting travel reimbursements. Payments are generally made within a business week after receipt of a completed request form.

Ethics

The requirements of state ethics laws apply to all Council members operating in their Council role. (See RCW43.52 and the reference resources at the Web site for the Executive Ethics Board, <http://ethics.wa.gov/>). The laws include prohibitions against conflicts of interest, acceptance of most gifts, and release of confidential information. State law also restricts use of state facilities and resources for official public business. The Council and its members will strive to maintain full awareness and compliance with these requirements in the conduct of its work.

Council Meeting Schedule

Attachment 3

2007 Meeting Dates Washington Invasive Species Council

<u>Date</u>	<u>Location</u>
January 29, 2007	Olympia WA
March 20, 2007	Olympia WA
May 17, 2007	TBD
August 20, 2007	TBD
November 15, 2005	TBD

Additional meetings may be held if needed.

Slide 1

2006 Legislation
ESSB 5385
Washington Invasive Species Council

An aerial photograph showing a network of dark, winding rivers or streams cutting through a lush green landscape. The terrain appears to be a mix of fields and natural vegetation. The image is set against a teal background with a stylized mountain range silhouette at the bottom.

Slide 2

Legislation overview

- ◆ Creation of the Council
- ◆ Composition of the Council
- ◆ Chair of the Council
- ◆ First meeting of the Council
- ◆ Council Goals
- ◆ Deliverables
- ◆ Timelines
- ◆ Funding

A close-up photograph of a yellow thistle flower in bloom, with its characteristic spiky leaves. The flower is bright yellow and stands out against a dark background. The image is set against a teal background with a stylized mountain range silhouette at the bottom.

Slide 3

Creation of the Council

- ◆ Created by the 2006 Legislature
- ◆ Exists until December 31, 2011
- ◆ Created as part of the Interagency Committee for Outdoor Recreation (IAC)
- ◆ Staffed by IAC and represented agency staff



Slide 4

Scope of the Council

- ◆ Mechanism for
 - ◆ Cooperation
 - ◆ Communication
 - ◆ Collaboration
 - ◆ development of a strategic plan
- ◆ Provide policy level direction, planning and coordination
 - for combating harmful invasive species
 - for preventing the introduction of others
- ◆ Joint effort
 - Local, tribal, state, federal, private, non-governmental entities

Slide 5

Definition of Invasive Species

- ◆ Non-native organisms that cause economic or environmental harm
- ◆ Capable of spreading to new areas of the state
- ◆ Does not include domestic livestock, intentionally planted agronomic crops, or nonharmful exotic organisms

Slide 6

Council Composition

- ◆ **Six state agencies**
 - Dept. of Agriculture
 - Dept. of Fish and Wildlife
 - Dept. of Ecology
 - Dept. of Natural Resources
 - Dept. of Transportation
 - State Noxious Weed Control Board
- ◆ **Two Counties (east/west)**
 - Appointed by the Council
- ◆ **Four Federal Agencies**
 - Invited by the Council
 - Ex officio, non-voting
- ◆ **Other members deemed appropriate**
 - Added by the Council



Slide 7

Chair of the Council

- ◆ Representative of the Governor's office serves as chair until the Council selects a chair



Slide 8

Committees

- ◆ The Council may establish:
 - Advisory committees
 - Technical committees
 - May be continuing or temporary
 - Council determines membership and makes appointments

Slide 9

First meeting of the Council

- ◆ At a minimum, the council shall address:
 - Voting methods
 - Meeting schedules
 - Need for and use of advisory and technical committees

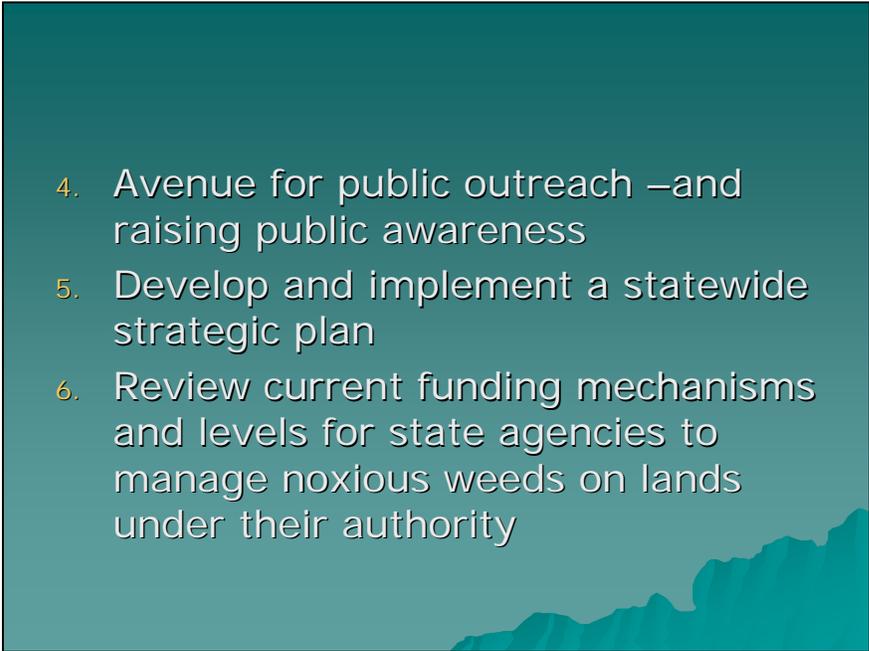


Slide 10

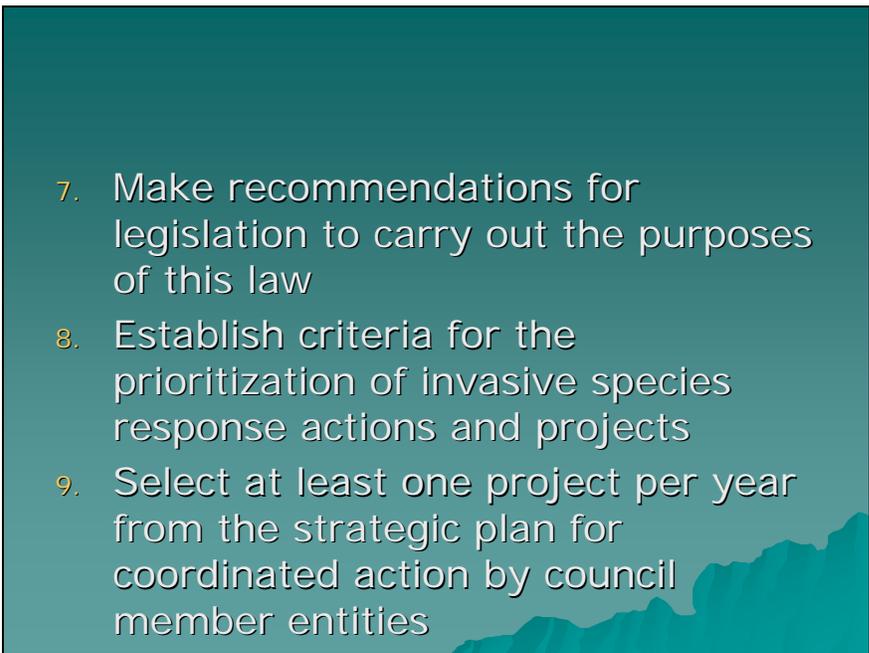
Council Goals (Nine Goals)

1. Minimize the effects of harmful invasive species
2. Forum – for identifying and understanding invasive species issues from all perspectives
3. Forum – to facilitate communication, cooperation, and coordination of local, tribal, state, federal, private, and non-governmental entities on prevention, control, and management

Slide 11

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- 4. Avenue for public outreach –and raising public awareness
 - 5. Develop and implement a statewide strategic plan
 - 6. Review current funding mechanisms and levels for state agencies to manage noxious weeds on lands under their authority

Slide 12

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- 7. Make recommendations for legislation to carry out the purposes of this law
 - 8. Establish criteria for the prioritization of invasive species response actions and projects
 - 9. Select at least one project per year from the strategic plan for coordinated action by council member entities

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Deliverables

- ◆ Strategic plan (and updates)
- ◆ Annual reports
- ◆ Prior to 2011 legislative session, recommendations on extension or modification of the council



Slide 14

Strategic Plan

- ◆ Incorporate efforts of others
 - Aquatic Nuisance Species Committee
 - State noxious weed control board
 - others
 - Coordinate with the Biodiversity Council (to integrate invasive species strategy into their strategy due in 2007)



Slide 15

What is required in the Strategic Plan

- ◆ Statewide coordination and intergovernmental cooperation
- ◆ Prevention of new biological invasions
- ◆ Inventory and monitoring
- ◆ Early detection of and rapid response to new invasions
- ◆ Control, management, and eradication of established populations
- ◆ Projects that can be implemented during timeframe of strategic plan

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Strategic Plan (cont.)

- ◆ Revegetation, reclamation, or restoration of native species following control or eradication
- ◆ Tools that can assist state agencies that manage public land (and how to hold those agencies responsible for failure)
- ◆ Research and public education
- ◆ Funding and resources available
- ◆ Recommendations for legislation



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Timelines

- ◆ Initial plan completed by **July 7, 2008**
- ◆ Integrate into Biodiversity plan before it's submitted (before **December 31, 2007**)
- ◆ Plan must be **updated every three years** thereafter (submitted by September 15th of each applicable year)
- ◆ Annual report – **by December 15th every year** (to Governor and relevant legislative policy committees)

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Funding

- ◆ The legislature created an account
 - To collect appropriations
 - Gifts
 - Grants
 - donations
- ◆ The account is subject to allotment procedures
- ◆ Subject to the IAC director's approval for expenditures
- ◆ Expenditures directed by the Council
- ◆ The legislature appropriated funding for the current fiscal year.

