

Proposed Operating Procedures
For use until Pend Oreille WAG adopts Operating Procedures
Prepared by Coeur d'Alene Regional Office DEQ
Thursday, October 26, 2006

Pend Oreille Watershed Advisory Group

Proposed Operating Procedures

1. Recommendations made to the Panhandle Basin Advisory Group (BAG) and the Director of the Department of Environmental Quality (DEQ) by the Pend Oreille Watershed Advisory Group (WAG) will be based on consensus (100%) of all participants in the meeting. If consensus (100%) cannot be reached recommendations will be based on two-thirds majority rule of appointed members voting with an opportunity to prepare a minority position.
2. While seeking consensus (100%), meetings will be conducted informally. All members of the public are invited and encouraged to attend and participate fully in every WAG meeting. If consensus cannot be met then TriState Council Representative will facilitate Watershed Advisory Group as a non-voting member; and will follow Robert's Rules of Order for development of motions and voting.
3. Absentee votes will be accepted only for those items listed on the agenda. Written absentee votes or written assignment of proxy to another Watershed Advisory Group member can be provided prior to or at the beginning of the meeting.
4. A quorum is only needed when a consensus (100%) cannot be reached, and appointed members are voting. A quorum of 50% voting members must be present or present by proxy to vote on any formal items introduced during a meeting.
5. Similarly to the Panhandle BAG, voting shall be conducted according to affiliation. The Pend Oreille Watershed Advisory Group has several affiliations with multiple representatives. In cases where appointed members vote, representatives of each affiliation should caucus and provide a single vote. See item 10 below for appointed members and affiliations.
6. Meetings will be scheduled one month in advance, if possible.
7. Draft copies of meeting agendas will be available to the Watershed Advisory Group and the public one week in advance.

8. Meetings will be conducted according to Idaho Open Meeting Law (Idaho Code §§67-2340 through 67-2347). Meeting announcements and agendas to be posted at the Department of Environmental Quality, Coeur d'Alene Regional Office.
9. The DEQ Pend Oreille Watershed website http://www.deq.idaho.gov/about/regions/pend_oreille_river_tribs_wag/index.cfm is the primary source for information about the Pend Oreille Watershed Advisory Group (WAG). All media information requests regarding WAG will be referred to the Department of Environmental Quality.
10. Appointed Members and affiliations

<i>Membership Category</i>	Representative
1. Point source discharger	City of Sandpoint, Kody VanDyk, Director of Public Works
	City of Priest River, William Mullaley, Mayor
	City of Dover, Randy Curliss, Mayor; Maggie Becker, Councilwoman (alternate)
	City of Newport, Ray King, City Administrator
	Ponderay Newsprint Company, Lori Blau
2. Local government	Bonner County, Clare Marley, County Planner
	Southside Sewer District, Gary Westcott, Chairman
	Pend Oreille County, Jim Marthaller, Commissioner
3. Tribes	¹
4. Mining	Pend Oreille Mine (TeckCominco), Kevin Kinsella
5. Timber	Riley Creek Lumber Company, Marc Brinkmeyer; Glenda Empsall (alternate)
6. Agriculture/Livestock	Todd Johnson
7. Environmental	Trout Unlimited, Pam Aunan
8. Water-based recreation	²
9. Regulatory and management agencies	U. S. Forest Service, Tom Shuhda, Colville National Forest
	Idaho Dept. of Lands, Bill Love/Tom Johnson
	U. S. Army Corps of Engineers, Kent Easthouse
10. Other industry	Seattle City Light, Christine Pratt; Alan Solonsky (alternate)
	Pend Oreille Public Utility District, Pat Buckley
11. Other1	Pend Oreille Conservation District, Don Cumins
12. Other2	Tri-State Water Quality Council, Ruth Watkins

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¹ The Kalispel Tribe has adopted water quality standards for the portion of the Pend Oreille River that flows through reservation lands and will be participating as a regulatory authority (rather than as a member of the WAG) with Idaho DEQ, Washington Dept. of Ecology and EPA in development of the TMDL.

² An effort has been made by the Tri-State Water Quality Council to locate a representative from a water-based recreation organization; a representative for this category has not been found at this time.