

Operating Procedures
Prepared by Coeur d'Alene Regional Office DEQ

St. Joe/St. Maries River Watershed Advisory Group

Operating Procedures

1. Recommendations made to the Panhandle Basin Advisory Group (BAG) and the Director of the Department of Environmental Quality (DEQ) by the St. Joe/St. Maries 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 Department of Environmental Quality 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 St. Joe/St. Maries 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 St. Joe/St. Maries WAG website http://www.deq.idaho.gov/about/regions/st_joe_st_maries_river_wag/index.cfm is the primary source for information about the St. Joe/St. Maries Watershed Advisory Group (WAG). All media information requests regarding WAG will be referred to the Department of Environmental Quality.

10. Appointed Members and affiliations

| Vote No. | Affiliation | Appointed member‡ | Appointed member alternative‡ |
|----------|-------------------------------------|-------------------|-------------------------------|
| 1 | Agriculture | | |
| 2 | Mining | | |
| 3 | Point source dischargers (industry) | | |
| 4 | Forest Products | | |
| 5 | Local government | | |
| 6 | Livestock | | |
| 7 | Water-based recreation | | |
| 8 | Native American tribes | | |
| 9 | Environmental interests | | |
| 10 | Land management/regulatory agencies | | |