



## **Draft Charter Outline – May 15<sup>th</sup>, 2009**

### **Guiding Principles**

*Based on the outcomes from the Situational Analysis, and subsequent discussions with Dungeness Crab Task Force (Task Force) Members (Members) The Facilitation Team (T.C. Hoffmann & Associates, and the California State University Sacramento, Center for Collaborative Policy) will propose a set of Guiding Principles that the Members will ratify as part of the final Charter. These principles will ideally define the shared core values that all Members can agree on and that will create the basis under which all Task Force discussions and decisions will take place.*

### **Section 1. Background**

*This section should describe the legislative basis under which the Task Force was created. This may include a brief summary describing the history of legislation development, and the parties involved in that effort. This section will also identify key information describing the project area, general timeframe, and participants (including but not limited to Task Force Members and related organizations).*

### **Section 2. Task Force Purpose, Deliverables, Timeline, and Process**

*This section will describe the specific purpose (quoting from SB 1690) of the Task Force. It will also propose the approach for how the project will be completed, particularly regarding different phases proposed by the Facilitation Team and associated interim milestones. It will identify legislatively mandated deliverables and potential other deliverables. It will describe legal protocols for meeting announcements and events (as per the Bagley-Keene Open Meeting Act of 2004.) Lastly, it will describe the overall proposed timeline of the project (as well as potential interim milestones as previously mentioned).*

### **Section 3. Organization, Roles, and Responsibilities**

*This section will describe the organizational structure of the Task Force and Task Force meeting (including full group meetings and the creation and use of Caucuses and Subcommittees [if warranted]). This section will also describe the specific roles and responsibilities of Task Force Members (i.e. meeting preparation and attendance, communicating with constituents, etc.).*

*It will describe DCTF membership and how Members may withdraw and be replaced. It will describe how Alternates will be selected and their roles and responsibilities. . It will describe basic rule of attendance (to ensure equitable and appropriate representation of constituents). Lastly, it will describe the roles and responsibilities of the Facilitation Team and the Ocean Protection Council.*

### **Section 4. Decision Making and Voting Procedures**

*This section will describe the decision-making procedures the Task Force will use including methods mandated by SB 1690 and additional consensus methods that may be used to enhance recommendations that might be otherwise limited to majority rule outcomes described in SB*

1690. *These additional methods will likely be based on the principles of “consensus with accountability.” Consensus with accountability requires all Task Force members to try to reach consensus while supporting and expressing their self-interest. In the event that a Member must reject a proposal, that Member would provide a counter proposal that legitimately attempts to achieve their interest, and the interests of the other Members.*

## **Section 5. Communication Protocols**

*This section will describe how the Task Force process will support communication with and between various parties including but not limited to: between Members, Members and Alternates, Members and their constituents (home port voters and tier members, advocacy groups, agencies, etc), publication of Task Force materials and products (i.e. agendas, draft and final deliverables, meeting summaries, presentations, etc.), website management, media interaction and protocols (including feature stories, Member interview protocols, etc).*

## **Section 6. Charter Amendments**

*This section will describe Task Force methods and protocols to amend this Charter*

## **Section 7. Ground Rules**

*The section will describe general ground rules that Members will agree to support as a means to ensure that meetings and Task Force efforts are efficient, respectful, and effective. This section will also describe conflict resolution protocols, and public participation rules. Lastly and related to the proposed Guiding Principles, this section will describe “Good Faith” agreements that Members will make to ensure all Members work in good faith with each other and pledge to work for the good of the process.*