

# Charter of Technical Advisory Committee (TAC) In Support of Threatened or Impaired Watershed Scientific Literature Review

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## Background of Scientific Literature Review and TAC

**Necessity:** The Board has statutory responsibility for a comprehensive set of Forest Practice Rules (PRC §§ 4551, 4551.5, et al) that govern planning and conduct of timber operations on private timberlands in the State. Interim Forest Practice Rules for protection of listed anadromous salmonids (termed the Threatened or Impaired, or T/I rules, under 14 CCR §§ 916.9, 936.9, and 956.9) will expire at the end of December, 2007. Concurrently, the California Department of Fish Game has been directed by the Fish and Game Commission in conjunction with the California Department of Forestry and Fire Protection, landowners and scientific experts, to monitor and review existing timber harvesting regulations for the protection of Coho salmon resulting from a recent listing of the species. These situations necessitate consideration by the Board for the renewal, amendment, or repeal of the T/I rules.

**Scientific Literature Review:** The Board is required to base the rules upon a study of factors that significantly effect the condition of timberlands (ref. PRC § 4552) and is required to consult with various groups including agencies and educational institutions as the rules are reviewed and revised (ref. PRC § 4553). In light of these requirements and of the scientific basis of the T/I rules, the Board has determined it will obtain and consider scientific information to support the decision-making process for its consideration of the T/I rules. To this end, the above requirements, the Board will facilitate a review of existing scientific literature, using scientific experts to evaluate the information. The literature review will focus on information related to anadromous salmonids and associated forest management activities. The Board will commission a qualified contractor to conduct the literature review and has created a draft "Scope of Work" that outlines the tasks and deliverables for the literature review.

***The TAC will oversee a scientific literature review on anadromy and forest management and assist the Board in obtaining an effective summary of relevant scientific information.***

**TAC:** The Board recognizes the literature review will provide highly technical information, with great variation in study types, geographic settings and findings. The literature review must be formatted, presented and evaluated appropriately to provide useful information for policy decisions, demonstrate transparency of process, and provide clarity to non-technical Board members and public stakeholders. To facilitate these needs, the Board will use a team of well renowned subject matter experts, termed a Technical Advisory Committee, to oversee the literature review and assist the Board in obtaining an effective summary of relevant scientific information. The following information is the Charter for the TAC and includes TAC Mission, TAC Values, TAC Composition, and TAC Goals and Tasks.

### **TAC Mission**

Provide professional expertise and guidance to the Board to ensure the scientific literature review related to anadromous salmonids and forest management activities provides credible, comprehensive and relevant information for the Board's rulemaking and policy processes.

### **TAC Values**

- 1) TAC objectively serves the Board and the public's interest, with recognition of the need for a balanced evaluation of relevant scientific literature.
- 2) TAC supports presentation of the full spectrum of literature findings.
- 3) The TAC is highly qualified group of scientists representing a wide variety of professional disciplines, who will work together in a collegial manner, seeking consensus on matters reported to the Board.

### **TAC Composition, Duration, and Logistics**

**Composition:** The TAC is a "Blue Ribbon" team of professional, highly qualified scientists that will be appointed and serve at the direction of the Board. The TAC will be comprised of members with a variety of professional disciplines with expertise related to anadromy and forest management. Disciplines include fisheries biology, forestry, hydrology, geology, geomorphology, and watershed processes. It will be composed of approximately 12 members. Five member seats are allocated to government agency personnel from the Department of Forestry and Fire Protection, Department of Fish and Game, California Geological Survey, National Marine Fisheries Services, and State Water Resources Control Board. The remaining members are qualified professionals from industry/trade organizations, universities, non-governmental organizations,

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private consulting, or the general public. A staff member of the Board will attend meetings for coordination purposes and as a resource to the TAC.

One of the TAC members has been designated as the Chair of the TAC. The Chair will be responsible for facilitation of TAC activities and formal communications from the TAC to the Board. The TAC Chair will chair and coordinate meetings, provide leadership, ensure progress of TAC toward timely completion of its tasks, and coordinate reports to the Board regarding TAC progress.

The TAC (or the TAC Chair) may, as it deems appropriate and subject to financial constraints, obtain assistance from other qualified professionals for the purpose of providing unique expertise related to specific subject matter.

There will be no financial compensation for services provided to TAC members from the Board. TAC members will be reimbursed for their expenses in attending meetings.

**Duration:** The TAC will be a temporary committee convened for the duration of the literature review, and subsequent deliberation of the Board in formulating policy based on information provided by the review. The duration of the TAC for this project is estimated to be one year, from September 2006, to September, 2007.

**Meeting Logistics:** The TAC will meet periodically as needed to complete its tasks. Meetings will be convened for the entire TAC. The meetings of the TAC will be duly noticed meetings which will be open to the public pursuant to the Bagley-Keene State Open Meeting Act. The public will be invited to comment by the TAC Chair at specified times during a meeting. The meetings will be conducted in person, with provision for telephonic attendance as may be necessary and appropriate. The TAC Chair may be responsible for determining meeting format, location, and duration. The TAC Chair may assign individual tasks to subcommittees between meetings. In order to ensure progress and allow public access to the meetings, the TAC Chair will establish a schedule of formal TAC meetings at the first TAC meeting. Meetings will be scheduled to accommodate attendance by all members so work of the TAC can be completed in a manner that is timely and reflects the input of the entire TAC.

## **TAC Goals and Tasks**

- 1) Review and edit Scope of Work prior to the Board's commissioning of a literature review contractor. The TAC review should include the following:
  - a. Identify key literature topics and other summarized literature reviews that should be included in the Scope of Work.

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- b. Refine Key Questions.
  - c. Identify any other administrative components needed to contribute to successful contract implementation.
- 2) Ensure contractor's literature review is progressing in the appropriate time frame.
  - 3) Ensure the contractor's literature review is delivering useable products that meet the stated Scope of Work Project Goals.
  - 4) Communicate progress and quality of accomplishments periodically to the Board (preferably at each monthly Forest Practice Committee meeting and at full board meetings as requested/needed).
  - 5) Ensure that contractor performance of Task 4 (*Summary and synthesis of literature review*) effectively addresses the Key Questions.
  - 6) Review and consider for concurrence or modifications, the synthesis prepared by contractor pursuant to Task 4.3.
  - 7) As may be appropriate, provide recommendations to the Board for necessary contractual actions to improve contract content or performance to best meet Board Project Goals.
  - 8) Be available to present literature review findings to the Board during consideration of literature review findings and subsequent policy discussions.

End