

# Wolf Advisory Group (WAG) Guidelines

Version 1

- **Appointment:** Wolf Advisory Group Members will be appointed by the Director. All members' first term will expire on December 31, 2014; subsequent appointments will be for a period of two calendar years; members are eligible for reappointment.
- **Membership Composition:** The group will have 9 members, drawn from each of the following: livestock industry, environmental, and hunting organizations. WDFW personnel participating during meetings are not WAG members.
- **Alternate Members:** Each Advisory Group member may identify one individual to serve as an alternate when the appointed member cannot attend meetings.
- **Lead:** WDFW Game Division Manager will lead the group and develop the meeting agendas, which will be shared with and approved by the Advisory Group. The Advisory Group will determine meeting dates. Whenever possible, the Department will provide a facilitator for the meetings.
- **Meeting Attendance:** Meetings will be open to the general public. Time will be allocated at the end of meetings for the public to address WAG.
- **Meeting Breaks:** Members may request a recess during meetings to consult with others in attendance.
- **Meeting Record Keeping:** Minutes of each meeting will be taken and posted on the web page.
- **Meeting Location:** The meeting place will rotate around the state, unless weather conditions or other factors dictate an alternate location or the use of teleconference or phone conference technology. All scheduled Advisory Group meetings will be held at locations that provide reasonable accommodations for members of the public and persons-of-disability to attend.
- **Minimum Number of Meetings:** There will be a minimum of four Advisory Group business meetings held annually. Group business will be conducted at these meetings, regardless of the number of members present.
- **Decision Making:** The Department will carefully consider information provided by WAG members in its decision making, including any recommendations it may make to the Fish and Wildlife Commission concerning wolf conservation and management. WDFW will make final decision regarding all products and final outcomes. Members are expected to express whether or not their represented group can accept what is being proposed and to explain why they can or cannot accept the proposed action. The Department will provide feedback regarding decisions the Department makes; this feedback shall articulate all views provided and how the Department determined their action, final decision, or outcome.

- **Committees:** By consensus of the group, committees may be established to work on specific topics with the expectation that they will report to the full group with recommendations as appropriate. All Committee Leads must report back to the full Advisory Group, where formal recommendations, if any, to the Department are subsequently put forth.
- **Obligation of Representation:** Individual members may not share the views of the Advisory Group or its members outside the group and are encouraged to inform the Lead when interviews or information is requested by entities other than Advisory Group members.
- **Termination Before Term is Served:** The Lead may recommend to the Director that appointed members be terminated if they a) are absent without excuse from two or more scheduled meetings in any 12 month period; b) violate the provisions and intent of these guidelines; c) are unable to fulfill their responsibilities as a member; d) have failed repeatedly to meet obligations to which they have volunteered to perform or to which they have been assigned to perform; or e) have used abusive language and/or shown disrespect for other members, the Department, or the public.
- **Amendments to the Guidelines:** Must be approved by a majority of appointed Advisory Group members present.