Puget Sound Agricultural Strategy
Stakeholder Process and Structure
January 30, 2014

I. Who:

Puget Sound Partnership, in collaboration with the Washington State Department of Agriculture, Department of Ecology and Conservation Commission and other partners as represented on the Advisory Committee, and their appointees on the Task Group.

a. Advisory Committee:

The Advisory Committee will assist in the development of one or more strategies that enable agriculture partners to retain and enhance the health of the agricultural industry and identify key areas where the agriculture industry can contribute to resource protection or restoration needs in Puget Sound. The strategy will be developed to be acceptable to diverse interested individuals and constituent groups by seeking full consensus of the Advisory Committee. Should consensus not be reached the majority and minority opinion(s) will be recorded and reported.

The Puget Sound Partnership will present the Advisory Committee’s recommendations and opinions to the Ecosystem Coordination Board and Leadership Council. The strategy will be advanced through the Puget Sound Action Agenda or other appropriate venues.

Role of Advisory Committee members:

- Advisory Committee members will suggest, discuss, make recommendations, provide technical perspectives as applicable, and agree to strategies to be recommended to the PSP.

- Advisory Committee members may:
  - represent their own interests and points of view
  - represent interests and perspectives of constituencies to which they belong
  - be a formal representative of an agency or organization and authorized to make recommendations for that organization or agency or to seek and transmit comments from the organization or agency. Formal representatives of an agency or organization should identify their affiliation and role at the beginning of the first meeting.

b. Task Group:

The Task Group will be composed of Advisory Committee members or their designees. Task Group members will develop proposals to take to the Advisory Committee for consideration.

Role of Task Group members:

- Task Group members will analyze, suggest, discuss, make recommendations, provide technical perspectives as applicable, and develop proposals to take to the Advisory Committee for consideration.
• Task Group members may:
  o represent their own interests and points of view
  o represent interests and perspectives of constituencies to which they belong
  o be a formal representative of an agency or organization and authorized to make
    recommendations for that organization or agency or to seek and transmit comments
    from the organization or agency. Formal representatives of an agency or organization
    should identify their affiliation and role at the beginning of the first meeting.
  o be a designee of an Advisory Committee member. Designees should identify the
    Advisory Committee member and that person’s affiliations at the beginning of the first
    meeting.

c. Puget Sound Partnership (PSP), Depts. of Ecology and Agriculture and the
   Conservation Commission:

   These four entities are co-conveners of the process for developing an Agricultural Strategy for
   Puget Sound. The PSP will provide staff support, meeting space, and other logistical support.
   The four agencies will provide information and technical assistance as requested by the Advisory
   Committee and Task Group through printed materials and agency staff participation in Advisory
   Committee and Task Group meetings. Like Advisory Committee members, state agency staff
   may participate in discussions and make suggestions, but shall neither support nor oppose Task
   Group proposals to the Advisory Committee or Advisory Committee recommendations to the
   ECB and Leadership Team.

d. Consultants

   There are two primary roles for the consultants, to provide facilitation support for all meetings
   and as needed to provide technical assistance. A professional facilitator, Lisa Dally Wilson, will
   facilitate all of the meetings. In addition, technical services are being provided to the
   agriculture partners by Jim Fox, Ph.D. and Susan Burke, Ph.D., both of whom have considerable
   experience with agriculture policy development throughout the regional and in other parts of
   the country.

e. Public

   The role of the public at the public workshop will be further defined by the Advisory Committee.
   The Committee will determine who to target as a public audience and how the public feedback
   will be incorporated into the process.

II. What (do we want to accomplish) – What is our definition of Success?

   a. Background

   The 2012/2013 Action Agenda for Puget Sound\(^1\) states (page 51):

...agricultural lands [contribute to] critical fish and wildlife habitat and other ecosystem functions, especially in highly productive lower elevation riparian areas. ...[as such] Maintaining the vibrancy of agriculture is crucial to recovering Puget Sound and instrumental in providing a high quality of life in the region. However, farming in the Puget Sound basin faces an uncertain future.

The Agriculture Strategy is being developed to help ensure that farming in the Puget Sound faces a bright future - because maintaining the vibrancy of agriculture is a necessary component of any Puget Sound restoration strategy. Specifically, the Strategy has the co-equal objectives of identifying 1) needs for maintaining the health of the industry and 2) key areas where the agricultural industry can contribute to the protection and restoration of Puget Sound. The strategy builds on work already completed in the Puget Sound region. It does not “reinvent the wheel.”

b. Purpose/Goals of the Stakeholder Process

A stakeholder driven effort to develop a set of proposals for PSP and co-conveners to take to the PSP ecosystem coordination board and leadership council that are acceptable to diverse interested individuals and constituent groups that: enable landowners to retain and enhance their property for viable agricultural uses and address resource protection or restoration needs in Puget Sound.

c. Expected Outcomes

1. Advisory Committee and Task Group members are informed of example strategies (programs) from Washington State and other locations.
2. Advisory Committee comes to consensus on the objectives of the Agricultural Strategy for Puget Sound.
3. In a working session, Task Group members propose and discuss applicability of pilot programs and new programs, and prioritize those programs for Puget Sound. Task Group to address key steps to implementing the top priorities. Discussion to include consider barriers to implementation, anticipated outcomes, next steps for implementation, funding, key implementers, schedule, outcome/performance measures etc.
4. Several high priority pilot programs or recommended new programs as identified in #3 above are agreed upon by all members of the Advisory Committee. This will be referred to as a “draft Agricultural Strategy for Puget Sound”.
5. Advisory Committee to develop a forward vision regarding the implementation of the high priority programs identified in #4 above AND provide context for: timeframe for implementation, barriers to avoid/address, funding opportunities, key implementers, next steps for implementation, funding, performance evaluation, etc.
6. Solicit input from the public on the draft strategy and incorporate public comment.
7. Consensus of the full Advisory Committee on the final Strategy, or alternatively, identification of components of the strategy for which there is a consensus.
8. Presentation of a final strategy to ECB and Leadership Council of PSP
III. **How (will we accomplish our goals):**

Look at a number of “strategies” or approaches (programmatic) from Washington and other states, have they worked, are they applicable? Narrow the list to 2 or 3 strategies with most promise for Puget Sound. Ensure all Advisory Committee objectives are met and implementation can be achieved. Address implementation throughout the process.

IV. **When (Schedule) (See attached)**

February through June 30, 2014

- 3 Meetings of the Advisory Committee
- 2 Interim meetings of Task Group
- 1 Public Workshop

The attached draft schedule indicates the target week for each meeting. Actual meeting dates will be confirmed at the first Advisory Committee meeting.

V. **Strategy geographic scale**

The Agriculture Strategy will be developed for the Puget Sound Counties of Whatcom, Skagit, Snohomish, King, Pierce, Thurston, Mason, Kitsap Clallam, Jefferson and Island. However, the strategies developed could be applicable to a future statewide strategy for Agriculture.

VI. **Rules of Engagement**

The following rules of engagement are a condition for participating on the Puget Sound Agricultural Strategy Advisory Committee and Task Group and comprise the communication and participation agreement by each Advisory Committee member.

1. **Attendance Agreement:** Advisory Committee members are expected to attend all three Advisory Committee meetings and expected to represent their respective caucuses. An alternate may be appointed. Please arrive on time. Task Group members are expected to attend both Task Group working meetings.

2. Members of the Advisory Committee and the Task Group that are representing a constituent group agree to communicate with their constituent groups on a regular basis such that their participation is representative of their full constituent group rather than the individual member.

3. Meeting materials will be distributed one week prior to each meeting and members agree to read material in advance and come to meetings prepared.

4. Members are committed to “being at the table” (e.g., working as a member of a team) and working toward mutually agreeable solutions in a positive manner.

5. Agreement to speak and act in a respectful manner. Focus on the issue, not the person.

6. Agreement to Listen.
7. Agreement to set aside the “urge to persuade”.
8. If a Committee member voices disagreement, he/she may present an alternative option or solution.
9. Agreement to confidentiality upon request.
10. “Air Time”: Each committee member has an equitable amount of “air time” to voice their ideas and points of view. Share opportunities to speak. Be concise.
11. Clarify and record all decisions.
12. The Advisory Committee will determine how/if to appointment additional members after Feb 6th, kick-off meeting.
13. Participation of non-Advisory Committee members at Advisory Committee meetings. Members of the public who attend Advisory Committee or Task Group meetings will be provided a public comment period at the end of the meeting to speak.

These rules are intended to encourage a positive and productive working environment. Summary notes will be taken at all meetings and be provided with materials for the following meeting. Meetings will be open to the public.

Full consensus will be sought on the Advisory Committee’s ultimate recommendations for an Agricultural Strategy. If consensus cannot be reached by the formal members of the Advisory Committee, a majority and minority opinion will be recorded and the components of the Strategy for which there is a consensus will be identified.