WILLAMETTE VALLEY OAK-PRAIRIE COOPERATIVE STEERING COMMITTEE

OPERATING PRINCIPLES

I. Purpose
The Willamette Valley Oak-Prairie Cooperative Steering Committee (Committee) provides oversight of the development and implementation of the Willamette Valley Oak-Prairie Strategic Action Plan (SAP) and supports collaborative, sustainable partnerships for conservation and restoration of oak and prairie habitats in the Willamette Valley.

II. Roles and Responsibilities
The Committee will:
- Help secure funding to support the development of the SAP
- Engage the services of contractors/consultants to develop a SAP
- Work with the key partners and contractors/consultants to develop and implement stakeholder outreach and communication strategies related to the SAP
- Assist the contractors as needed in defining and accomplishing the tasks outlined in their Scope of Work
- Ensure that the process for developing the SAP is on track, on time and provides the proposed deliverables and required reports
- Facilitate the development of a membership, governance and operational structure for the Willamette Valley Oak-Prairie Cooperative.
- Help seek funding to implement the SAP

III. Member Commitments
- Attend meetings and follow through on commitments
- Respond to requests in a timely and thoughtful manner
- Bring ideas and concerns from their entity up for discussion
- Share all relevant information that may assist the group in achieving its goals
- Participate in an open and mutually respectful exchange of ideas, views and information
- Articulate interests that underlie issues and concerns in an effort to find common ground
- Test assumptions by asking questions
- Act in good faith which requires that individuals express consistent views and opinions in the Committee and in other forums
- Seek to learn and understand each other’s perspective
- Encourage respectful, candid and constructive conversation
- Provide balance of speaking time and encourage input from all Committee members
- Seek to resolve differences and reach consensus on major decisions
- Discuss topics together rather than in isolation

III. Decision-Making
All Committee members agree to:
- Operate by consensus which means that everyone can live with the decision
- Keep its entity’s decision-makers informed of potential decisions in order to expedite approval for the final product
- Support implementation of the eventual product if they have concurred in it

Membership and Meetings
The Committee shall consist of members who support the goals and objectives of the Willamette Valley Oak and Prairie Cooperative. All members agree to the roles and responsibilities outlined in the Committee’s Operating Principles. Meetings will be held as needed but no fewer than 4 times a year and may be in-person or through conference calls. Membership may include up to 10 but no fewer than 6 members.