

YAKIMA VSP WORKGROUP  
ROLES AND OPERATIONS  
Draft 5/23/19

*Note: This is intended to provide guidance on how the VSP workgroup will operate. The goal is to set expectations and assign responsibilities as appropriate. These rules are intended to be implemented as soon as possible, but no later than July 1, 2019.*

1. The Yakima Voluntary Stewardship Program (VSP) Workgroup was authorized by the Yakima County Board of County Commissioners in 2014. It operates under the statutory framework created in RCW 36.70A.705 through 36.70A.760.
2. As determined by the Washington State Conservation Commission, the VSP workgroup also operates under the Open Public Meetings Act (RCW 42.30).
3. The Yakima VSP Work Plan was approved by the Washington State Conservation Commission on October 27, 2017. The VSP Workgroup is now implementing the Work Plan.
4. The VSP Workgroup will appoint a Chair and a Co-Chair. The Workgroup intends that the terms of each be staggered by one year.
  - a. The Chair will serve a two-year term starting July 1, 2019.
  - b. The Co-Chair will initially serve a one-year term starting July 1, 2019. Following terms will be for two years.
5. The Chair is responsible for convening and managing Workgroup meetings. The Co-Chair will serve as Chair if the Chair cannot attend a meeting.
6. Starting on July 1, 2019 the Workgroup will meet on a quarterly basis. Meetings will be on the fourth Tuesday of the month. This schedule will begin with the **August** 2019 meeting.
  - a. Members are encouraged to bring another member of their organization as a way of increasing knowledge of the VSP workgroup in the community.
7. Additional meetings may be called by the Chair or co-chair as necessary. A majority of workgroup members may also call a meeting in the absence of action by the chair or co-chair to do so. This will be accomplished by notifying the **North Yakima Conservation District (NYCD) or South Yakima Conservation District (SYCD)** that a majority of members has determined the need for a meeting in the absence of the chair or co-chair making such a determination.
8. The NYCD and SYCD will provide staff support to the VSP Workgroup.
9. The workgroup will review its membership at least annually and seek new members as needed to meet its statutory obligations. According to RCW 36.70A.715: "The watershed group must include broad representation of key watershed stakeholders and, at a minimum, representatives of agricultural and environmental groups and tribes that agree to participate."
  - a. Current members will be asked to re-commit as members.
  - b. The workgroup believes it is important to strive for a balance of positions.
  - c. It is important to continue seeking out new members of the workgroup representing agricultural producers. Other agricultural producers are welcome and encouraged to attend.
10. The workgroup will seek, on an annual basis, to meet with the Board of Yakima County Commissioners and discuss progress in workplan implementation. VSP workgroup attendees would include, at a minimum, Technical Service Providers and the Chair and co-Chair. Any other member of the workgroup is welcome to participate.