



Board Manual Section 22

Guidelines for Adaptive Management Program

State Auditor Office (SAO) Recommendations

- Recommendation 7 & 8

Board Manual updates

- Part 2.4
- Part 6
- Appendix A



III. Recommendations that are administrative in nature to be evaluated primarily by Board and AMP staff and brought to the Board for decisions and action (SAO Recommendations 3, 4, 7, 8, 9, 10, 11).

Category	Focus Area	Action Item	SAO Rec. #	Status	Timing	Cost to Accelerate
Board staff and AMP staff	Decision making process	Update dispute resolution language in Board Manual	3	Planned	Mid term	Accomplish with existing resources
Board staff and AMP staff	Decision making process	Dispute resolution triggers set by Board	4	Planned	Mid term	Accomplish with existing resources
		Funding for at least one mediation per year is being added to MPS for Board Review	4	Ongoing	Short term	\$44,000 per year in MPS for dispute resolution
Board staff and AMP staff	Transparency/accountability	1) Tracking system for life cycle of project 2) Public facing dashboard	10, 11	Planned	Long term	\$425,000 (one-time to design and build)/ \$178,000/biennium to maintain
		Staff are exploring options to act on the project tracking element as existing resources allow (not dashboard)	10	Ongoing	Mid term	Opportunistically with existing resources
Board staff and AMP staff	Transparency/accountability	Complete biennial fiscal and performance audits of the AMP every two years	9	Planned	Long term	\$156,000 for conducting audits (biennial, on-going cost)
		Update Board Manual to add detail to support getting audits done on-time and regularly, including considering using internal or external resources to conduct.	9	Ongoing	Short term	Accomplish with existing resources
Board staff and AMP staff	Transparency/accountability	Peer review science program every 5 yrs.	7	Planned	Long term	\$281,000 (once every five-years)
Board staff and AMP staff	Decision making process	Onboarding and training for new members	8	Planned	Long term	\$213,000 (one-time to design and implement a comprehensive on-boarding and training program)/ \$51,000/biennium (on-going to deliver)
		Staff will use existing resources to gradually build training materials and to provide on-boarding as resources allow.	8	On-going	Mid term	Opportunistically using existing resources



PART 2. ADAPTIVE MANAGEMENT PROGRAM PARTICIPANTS

2.4 Adaptive Management Program Administrator

Present to the Board, at least every two years, a progress report on the CMER master project schedule, project status, and a summary of the Policy Committee's responses to final CMER reports. **All voting members of the Board, TFW Policy, and CMER are to take part in orientation training before formally participating in the AMP, and supplemental topic-specific training soon thereafter, in order to have the necessary understanding of the history of the program, roles and responsibilities as well as ground rules. AMP participants should be familiar with Washington State laws, rules and guidelines relevant to the AMP.**



PART 6. RELATED PROGRAM ELEMENTS

6.1 Biennial Fiscal and Performance Audits

Biennial fiscal and performance audits of the Adaptive Management Program are required by the forest practices rule, WAC 222-12-045(2)(e). The audits may be performed by DNR or other independent state agencies. However, the Administrator is responsible for ensuring the coordination of the development of these audits and reports. Both fiscal and performance audits will generally follow U.S. General Accounting Office auditing standards (GAO-03-673G), or other superseding standards issued by the Office of Financial Management (OFM), DNR, or other specific audit needs conveyed to the Administrator by the Board. Biennial performance audits will evaluate the goals, objectives, and key questions of the Adaptive Management Program. **All the work of CMER and other available, relevant data, including recommendations from CMER staff will be independently peer reviewed every five years [WAC 222-12-045(2)(f)].**

OR...

Every five years CMER's work to date, including staff recommendations, will be subject to a programmatic peer review process as required by WAC 222-12-045(2)(f). There will be a specified, but limited, period for public review and comment.

Appendix A Adaptive Management Program Ground Rules

- I. TFW Policy Committee (WAC 222-12-045(2)(b)(ii))
- B. Ground rules concerning participating in the Policy Committee and decision making.
 1. The Policy Committee table welcomes representatives from nine caucuses, their designated alternates and those in senior leadership positions with a participating federal, state agency, tribal, county, landowner or environmental organization.
 2. Decisions are made through consensus among the nine caucuses that make up the Policy Committee.
 3. At each decision point for the Policy Committee, each caucus is encouraged to bring a single view to the table from their representative, alternate and senior leaders who are participating within the Policy Committee on that issue.
 4. The Policy Committee will base consensus on one vote from each of the nine caucuses.
 5. It is the responsibility of each caucus to foster consensus among their caucus members.
 6. Staff members, guests and visitors are encouraged to attend meetings as they choose, but defer to those at the Policy Committee table for discussion and decisions.
 7. **Attend on-boarding orientation and topic-specific training in a timely manner in order to have the necessary understanding of the history, roles and responsibilities as well as ground rules.**



