

SLS ORGANIZATIONAL STRUCTURE AND ROLES

December 10, 2020 FINAL

What is SLS?

SLS is a coalition of the willing – a group of people who share a common commitment to sustainable farming and fisheries and the reduction of flood risk. Each Partner participates based on their personal or organizational interest in this commitment.

The SLS coalition has established a simple structure to advance the mission of SLS. In addition, the structure helps to coordinate and communicate the ideas, needs and actions of the Partners with each other, with the public, and policy makers.

This document outlines a structure to organize the efforts of the Partners to improve efficiency and to clarify the roles and responsibilities of the participants.

Steering Committee (SC) – The SLS Steering Committee is an expansion of the former SLS Executive Committee. The goals of this change are to be more inclusive, to provide opportunities to the Partners and others to provide leadership, to increase the number of members on the Committee, and to improve the balance of interests represented on the Committee. The Steering Committee’s collective voice provides a guiding vision and supports a collaborative structure to advance integrated floodplain management. Their primary responsibility is to coordinate and support the efforts of SLS.

Primary activities:

- Encourage outcomes with multiple-benefits for all SLS interests.
- Highlight and advocate for policy changes that advance integrated floodplain management and address challenges in the County.
- Develop and update a SLS workplan. Set priorities collaboratively.
- Advocate for SLS initiatives that support the goals of the SLS workplan and the work of the Partners.
- Promote transparency.
- Help align workgroup activities, planning, and policy efforts, and approve or deny any final products developed by SLS or any of its standing committees and workgroups.
- Endorse projects and policies that are consistent with SLS mission.
- Convene Partner meetings that advance the priorities of the SLS workplan.

Leadership: Co-Chairs (one fish and one farm)

Membership: New members may volunteer when there are openings or be nominated by Partners. New members are approved by SC. (Refer to the Bi-Laws)

Representation: 5 farm, 5 fish (Due to limited time and interest by local flood control officials, the flood interest is represented by the County member in addition to their role of representing fish.)

Decision process: Consensus

Staffing: SLS Facilitator and additional staff associated with projects, planning or issues.

Meeting frequency: Every other month

Partners - The SLS Partners are the foundation for SLS. They include representatives from a broad array of interests who supply technical support, public engagement, funding, traditional knowledge of science, policy review, and community perspective to the process.

Primary activities:

- Share expertise and skills to leverage resources that support the advancement of integrated floodplain management in Snohomish County.
- Share emerging opportunities that support funding for SLS priorities.
- Provide review and input on products drafted by SLS teams.
- Share and discuss broad SLS initiatives.
- Air grievances and resolve, mitigate and avoid conflicts between Partners.
- Brainstorm approaches to address community wide needs.
- Identify opportunities for coordination and funding.
- Celebrate successes.

Membership: Open to any actively engaged public or contributing entity

Representation: Farm, fish and flood interests

Staffing: SLS Facilitator and additional staff associated with projects, planning or issues.

Meeting frequency: Every other month

Caucuses - Within SLS there are two caucuses - one is for agricultural interests and one is for fish interests. The purpose of these groups is to ensure solidarity within interests regarding the potential impacts and benefits of proposed SLS projects and products. The caucuses should include representatives who can capture the needs and issues facing an interest and provide input to the SC. The caucuses meet as needed to review SLS projects and proposals.

Leadership: Chosen by caucus

Membership: Open to any SLS Partner from that caucus

Representation: Caucus members only

Decision process: Consensus whenever possible, or as determined by the caucus

Staffing: SLS Facilitator and additional staff associated with topics of discussion.

Meeting frequency: As topics arise

Standing Committees - Standing committees in SLS are made up of Partners. They collaborate to support SLS by developing projects, ideas and concepts that benefit the operation and support the implementation of SLS.

Leadership: Volunteer

Membership: Volunteer

Representation: As appropriate for the focus of the group

Decision process: Consensus whenever possible, or as determined by the committee

Staffing: Volunteer lead staff and/or additional staff assigned by their organizations.

Meeting frequency: As needed based on workload

The following are standing committees in SLS:

ITs (Integration or Implementation Teams) - The function of the ITs is to increase the pace, magnitude and effectiveness of on-the-ground actions that collectively produce results aimed at meeting salmon recovery goals, protecting and enhancing agricultural viability, and reducing new and current flood risk. The IT uses innovative problem-solving to produce win-win results through transparency, coordination, and collaboration.

Primary activities:

- Coordinate plans and activities between local interests.
- Develop project packages that meet salmon recovery goals, support agricultural viability, and reduce flood risk.
- Identify communication needs with community.
- Oversee disappearing task group (DTG) activities, if needed.
- Develop funding strategies and plans.
- Monitor progress.

Communications Group - The function of the Communications Group is to engage Snohomish County residents, provide information pertaining to SLS activities, and showcase the successes of SLS.

Primary activities:

- Draft and implement a SLS communications plan.
- Create a newsletter, blog, or other mechanism to keep SLS informed of day to day progress, projects and announcements.
- Support events and promotional materials to inform the public about SLS and build support.
- Develop tools to support the SLS Steering Committee and Partner advocacy.
- Coordinate and assist ITs with community engagement needs and messaging.
- Coordinate announcements and planning for events.
- Develop funding strategies for communications.

Monitoring Committee – The Monitoring Committee is currently under development. It is envisioned to support the mission of SLS by providing a framework to measure success.

Primary activities:

- Draft and implement a SLS monitoring plan.
- Prepare annual reports.
- Develop funding strategies for monitoring.

Funding Committee – A funding committee has been proposed but not formed at this time. The vision is for a team of funding specialists who can keep the SLS Partners and various working groups informed of funding opportunities and to assist with developing successful packages and proposals. (Note: This concept needs additional consideration by the SC and Partners.)

Primary activities:

- Develop an annual funding plan.
- Identify opportunities and provide technical assist.
- Coordinate efforts with SLS Partners to address the needs.

Disappearing Task Groups (DTGs) - Disappearing task groups are generally made up of SLS Partners but may also include parties outside SLS as deemed appropriate. They are designed to be short-term efforts for projects that address a discrete issue or task identified by SLS. Once a DTG has completed its task, it disbands.

Examples of DWGs include:

- Comprehensive Plan Work Group
- Roles and Responsibilities Document Work Group
- Edgcombe Creek Work Group (sites specific issue)

Leadership: Volunteer

Membership: Volunteer

Representation: As appropriate for the focus of the group

Decision process: Consensus whenever possible, or as determined by the committee

Staffing: Volunteer lead staff and/or additional staff assigned by their organizations.

Meeting frequency: As needed based on workload

Special Topic Discussions - Special topic discussions will be held to learn about topics of interest to select Partners. Any Partner is welcome to request or present a special topic session.

Examples include:

- TNC discussion of Port Susan Bay restoration project
- Department of Ecology's Pilchuck River TMDL
- Sea level rise presentations by consultants

Leadership: Volunteer lead

Participation: Voluntary

Representation: As interested

Decision process: None required. Conversation and feedback only.

Staffing: The SLS facilitator will schedule meetings upon request.

Meeting frequency: Generally, one-time events.
