

# Washington Department of Fish and Wildlife

## Budget and Policy Advisory Group

### Charter

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**DRAFT** November 2021

#### I. Purpose

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The Budget and Policy Advisory Group (BPAG) was established in fall 2017 to advise the Director of the Washington Department of Fish and Wildlife on broad budget and policy questions and agency direction such as future budget requests, development of agency-request legislation, improving public engagement, and strategic planning. The BPAG's recommendations will help shape Department proposals and policy positions that are ultimately presented by the Director to the Fish and Wildlife Commission or used by the Director to inform new initiatives and projects.

#### II. Membership

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BPAG members are selected by the Director as representative of stakeholder groups. Members are asked to serve a two-year term. Sequential terms can be served. If a member leaves prior to the term ending, the Director will assess the composition of the advisory group and may appoint another member, possibly from the same stakeholder group or similar sector.

#### III. Expectations of Advisory Group Members

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BPAG members are asked to reach out to their broader community of interest and strive to represent their community's perspective. Direct, constructive, and respectful participation of all BPAG members is essential to success. For that reason, BPAG members are asked to make every effort to attend in-person meetings and participate in conference calls. In-person meetings are expected to be full day meetings and generally will be located in the Olympia area. Virtual meetings and conference calls will generally be two to three hours.

WDFW staff assisting the Advisory Group are present as resources to BPAG to offer perspectives and answer questions. WDFW facilitators aim to create a welcoming, inclusive environment that respects and considers the view of BPAG members.

More information can be found at the WDFW Advisory Group Handbook located [here](#).

## IV. Open Meetings

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Meetings will be open to the public and time will be set aside at each meeting for public comment. Observers will otherwise not participate in the deliberation of the group. Meetings will be announced on the WDFW website. Unless an invited guest is presenting to BPAG, members of the public will be allotted three minutes to address BPAG.

## V. Advisory Group Recommendations and Consensus

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On occasion, the BPAG may be called upon, or may decide on its own initiative, to provide the Department with formal advice and recommendations. When this occurs, the goal is to provide the Department with consensus recommendations. For purposes of the BPAG's deliberations "consensus" means that all members of the group can at least "live with" a recommendation, even if it is not their first (or even their preferred) choice.

In the event the BPAG does not reach consensus on an issue, the full range of member perspectives and opinions on that issue will be described in a brief report and shared with the BPAG.

## VI. Department Role

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Department staff will ensure agendas and materials are circulated in advance of the meeting, take meeting notes, and maintain the website for BPAG.

The Department may contract an outside firm to facilitate or assign a staff person to facilitate the meeting.

## VII. Media Relations

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In general, BPAG members should clarify that they represent themselves or their organization when interacting with the media about WDFW-managed issues, and are not representing WDFW or BPAG, but their own (or their organization's) perspective.

## VIII. Logistics

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BPAG members eligible to participate as formal agency volunteers may be reimbursed for their travel to participate in the Advisory Group.