

## ***Teanaway Community Forest Advisory Committee Communication and Participation Agreement***

The following rules of engagement are a condition for participating on the Teanaway Community Forest Advisory Committee and comprise the communication and participation agreement by each Advisory Committee member.

1. Attendance Agreement: Members are expected to attend all meetings (barring unusual circumstances). If a member cannot attend, they will notify the Facilitator prior to the meeting.
2. Opt-Out Agreement: If, after two months, a participant finds they cannot make the commitment or do not want to participate any longer, they have the opportunity to respectfully opt out of the Advisory Committee.
3. No alternates or substitutes will be accepted on behalf of any Committee member besides the representatives of the Yakama Nation, Department of Ecology, and Kittitas County Board of Commissioners. If a member cannot attend a meeting and would like to send a representative, the representative can attend as a member of the public and take notes for briefing purposes.
4. Members of the Advisory Committee agree to communicate with their constituent groups and general public on a regular basis so that they may provide views and insights to inform the rest of the committee.
5. Members agree to read material in advance and come to meetings prepared.
6. Members are committed to “being at the table” (e.g., working as a member of a team) and working toward mutually agreeable solutions in a positive manner.
7. Agreement to speak and act in a respectful manner. Focus on the issue, not the person.
8. Agreement to listen to others.
9. Agreement to be open to other points of view.
10. If a Committee member voices disagreement, he/she will present an alternative option or solution.
11. Agreement to provide confidentiality upon request.
12. Each committee member has an equitable amount of “air time” to voice their ideas and points of view and to share opportunities to speak.
13. The Advisory Committee meetings are working sessions, members of the public who attend will be provided a public comment period at the end of the meeting to speak.

Signed \_\_\_\_\_ date \_\_\_\_\_

Name \_\_\_\_\_

The intent in establishing these rules is to encourage a positive and productive working environment. The project will invest a great deal of time and resources in the committee to ensure the highest likelihood of a successful process. Summary notes will be taken at all meetings and meetings will be open to the public.