

Lessard-Sams Outdoor Heritage Council

MEMO: Agenda Item #6

DATE: October 6, 2015

SUBJECT: Council Conservation Partners Legacy Grant Liaison Position

PRESENTER: LSOHC Staff

Suggested Motion:

Motion by Councilmember X to amend council operating procedures as presented in option #__ and require that the CPL program submit funded project summary reports after each CPL request for proposals.

Background:

Over the past year there has been much discussion by LSOHC members and staff on the future of the Conservation Partners Legacy Grant Liaison position. During the formative years of the Council, it was clear that the liaison position provided much benefit to the CPL program and was instrumental in helping to create the successful program it is today. As the CPL program has evolved and matured, the role of the Council liaison position has increasingly become less obvious. It is evident that council interest in the CPL program may have shifted more from the “how” and “what” (how the CPL program operates and what it funds) to more focus on the “what” (what projects are being funded).

Reviewing and reassessing the role of the CPL liaison position is an important and healthy discussion for the council to have. Questions council members may want to consider:

1. Is the CPL program fully established and successful enough to no longer warrant a Council liaison position?
2. Does the council believe there is value in maintaining a formal relationship between a Council liaison and the CPL program?
3. Should the duties and role of the liaison position be updated to reflect the current needs and wishes of the council?
4. Has communication between the CPL program and the Council been adequate? Can it be improved?

To improve communication between the CPL program and Council, the CPL program has agreed to submit funded project summary reports after every RFP and present updates as requested as previously done at council meetings. The reports will include the name of the project, total cost, and a brief description of the project. These reports will be sent to all council members.

Below are three options Council can consider in moving forward:

Option #1 – Keep Current Language (Section II, A (4))

June 23, 2015 Adopted Operating Procedures

The Chair:

1. Appoints a council member to serve as liaison to the administrator of the Conservation Partners Legacy Grant Program (CPL).
 - a. The liaison meets on a regular basis with CPL staff and provides the council’s perspective on the program.
 - b. The liaison provides council with periodic updates on substantive issues regarding CPL program.
 - c. The liaison arranges CPL testimony before the council, as appropriate.

- d. The liaison invites other council members to evaluate CPL program, as needed.
- e. The liaison position is concurrent with the Chair's term of office.

Option #2 – Amend Council Operating Procedures

The Chair:

1. ~~May appoints a up to two~~ council members to serve as liaison to the administrator of the Conservation Partners Legacy Grant Program (CPL).
 - a. The liaison(s) meets on a regular basis with CPL staff and provides the council's perspective on the program.
 - b. The liaison(s) reviews funded CPL projects to ensure consistency with the Council's priorities and vision.
 - c. The liaison(s) provides council with periodic updates on substantive issues regarding the CPL program.
 - d. In coordination with LSOHC staff, the liaison(s) arranges requests CPL testimony before the council, as appropriate.
 - e. ~~The liaison invites other council members to evaluate CPL program, as needed.~~ The liaison position(s) is concurrent with the Chair's term of office.

*The appointment of 2 council members would result in an official committee and thus must follow open meeting law requirements.

Option #3 – Remove CPL Liaison language from the Council's operating procedures.

Additional Information:

Current Council Operating Procedures:

http://www.lsohc.leg.mn/materials/resource_doc_plan/OpProc_asAPPROVEDbyCOUNCIL6.23.pdf