

State of Oregon  
Department of Environmental Quality

Memorandum

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**Date:** Feb. 26, 2013

**To:** Environmental Quality Commission

**From:** Dick Pedersen, Director

**Subject:** Agenda item L, Action item: EQC and Board of Forestry coordination and creation of official liaison position  
March 20-21, 2013, EQC meeting

**Why this is important** Board, commission and agency leadership has expressed a desire to strengthen communication and coordination activities among the Department of Environmental Quality and the Department of Forestry and the departments' policy-making commission and board. A unique statutory relationship links the agencies and boards, and they share multiple high-profile responsibilities related to water quality and air quality. This formal recognition and position is similar to the official functions of the commission member serving on the Oregon Watershed Enhancement Board.

**DEQ recommendation and commission motion** DEQ recommends that the Oregon Environmental Quality Commission approve the creation of a liaison position for the commission and Oregon Board of Forestry, as seen in attachment A.

**Background** The intent of this item is to discuss and establish a recognized liaison role that places a Board of Forestry member at EQC meetings when forestry-related topics are on the agenda, and vice-versa. Included in this liaison function would be a periodic update function at established meetings, and the person serving as the liaison would be expected to provide other regular communication to both boards and agencies via email or other methods.

In addition to meeting attendance and communications, the liaison would be expected to work with Directors Pedersen and Decker for legislative coordination between the two bodies. As the 2013 session develops, the directors will identify opportunities for possible joint appearances by commission and board members either in committee testimony or in visits with specific legislators.

The liaison would also work with the agencies to identify and create common tools that make visible to both external and internal audiences how coordination among the parties works, and how it delivers value for Oregon. Specifically, these tools will tie to the vision for Healthy Environments in the state's 10-year plan, and a sense of the roles each agency or board has relative to particular

topics. A first action in the first quarter of 2013 will be to prepare a one- or two-page memo that focuses on protecting water quality on forest land, and that identifies roles and actions underway by DEQ, ODF, EQC and BOF.

**Other activities**

The agencies and boards are also interested in exploring interagency communication and coordination for:

1. Overlapping authorities with regards to water and air quality issues on forestlands.
2. Similar goals, but varying standards, protocols and measurements within Forest Practices Act and Clean Water Act
3. Research and monitoring projects done to assess standards and effectiveness at meeting them.
4. Promoting opportunities for joint meetings and tours.
5. Encourage the Department and Board of Agriculture to join with the Board of Forestry and EQC in these efforts.

**Attachments**

A. EQC-BOF board liaison duties and draft position description

Report prepared by: Stephanie Caldera  
*From materials provided by the commission and Director Pedersen*

## Draft job description for EQC/Board of Forestry Liaison positions

### **Background**

Board, commission and agency leadership has expressed a desire to strengthen communication and coordination activities between the Department of Environmental Quality and the Department of Forestry and the departments' policy-making commission and board. A unique statutory relationship links the agencies and boards, and they share multiple high-profile responsibilities related to water quality and air quality.

### Establish liaison function

Establish a recognized liaison role that places designated BOF/EQC members at each other's meetings when potential topics of overlapping interests and authorities are on meeting agendas. Included in this liaison function would be periodic updates to both EQC commissioners and Board of Forestry board members. A primary goal of this liaison relationship is to develop a better understanding among the two agencies and boards and to develop potential areas of collaboration and cooperation.

### Liaison responsibilities

1. Attend BOF/EQC meetings on a regular basis. This attendance may be determined by agenda items and need for updates from the EQC/BOF members.
2. Liaisons will meet on a periodic basis with the DEQ Director and the State Forester to review potential areas of collaboration and cooperation.
3. Provide written or oral updates to EQC commissioners and Board of Forestry members on topics that have potential impact on agencies and commission or board.
4. Liaisons must be able to commit to at least one year of service.
5. Liaisons will be selected by processes defined by EQC commissioners and Board of Forestry members and liaison members will meet with both DEQ Director and the State Forester prior to starting their term of service.
6. Liaisons will provide materials or oral communication to the DEQ Director and State Forester prior to their commission or board meetings for review.
7. Liaisons will, to the best of their knowledge, provide accurate information on topics discussed, using materials such as meeting minutes, director reports and staff information.
8. Liaisons will report back to their respective board and commission members on any topics that are of potential interest or impact at their commission or board meetings.
9. Liaisons should look for opportunities for EQC and Board of Forestry to develop compatible goals or policies.

### Length of service

1. Determined by EQC or Board of Forestry members
2. Service should be of sufficient length to allow liaisons to gain a significant understanding of both the issues and policies that EQC and Board of Forestry are implementing in their respective agencies and across the state of Oregon.