

# **SOUTHEASTERN ASSOCIATION OF FISH AND WILDLIFE AGENCIES JOINT WETLANDS WILDLIFE COMMITTEE OPERATIONAL GUIDELINES**

Date Modified: August 2011

## **BACKGROUND**

The Directors of the Southeastern Association of Fish and Wildlife Agencies took action on May 4, 2008 during their spring meeting in Ridgedale, Missouri to modify the structure and guidelines associated with their various committees. The joint Wetlands Wildlife Committee is comprised of members from the SEAFWA organization and the Southeastern Section of The Wildlife Society (SE-TWS). This committee is responsible for advising the SEAFWA Directors and the SE-TWS Executive Board on matters affecting wetlands wildlife. In an effort to effectively implement charge and joint committee structure, the following Operational Guidelines have been established.

## **MISSION**

The Joint Wetlands Wildlife Committee was established to further the purpose of SEAFWA and SE-TWS by providing a forum for members to collaborate and exchange information on matters relating to wetlands and associated wildlife species and to promote the conservation and management of wetland wildlife resources. This will be accomplished by: 1) conducting annual meetings and preparing an annual report; 2) maintaining correspondence with committee members via email and teleconferencing throughout the year as necessary; 3) advising SEAFWA Directors and SE-TWS Executive Board on technical issues relating to wetlands policy and administration, funding opportunities, and research and management priorities, and 4) developing science-based recommendations, management actions, technical guidance, etc on wetland related issues.

## **CHARGES**

- 1.** Investigate and consider matters and issues which impact, or may impact, the wetland wildlife responsibilities of SEAFWA and SE-TWS members and make recommendations to the SEAFWA Directors and SE-TWS Executive Board regarding such matters or issues.
- 2.** Address and respond to specific requests made by the SEAFWA Directors and SE-TEWS Executive Board.
- 3.** Conduct an annual committee meeting in conjunction with the annual SEAFWA conference to address committee charges, discuss topics initiated by committee members, and provide annual updates on wetland related issues such as:

- Federal and State Regulatory Issues
- Wetland Status and Trends
- State Reports
- North American Bird Conservation Initiatives

Federal Farm Bill Programs, and  
Other relative, pertinent items

4. Prepare a written committee report for submission in conjunction with the annual SEAFWA Conference to address committee charges, summarize topics of discussion, and identify specific action items requested by the SEAFWA Directors and SE-TWS Executive Board.
5. Present an oral report, as needed, to the SEAFWA Directors and SE-TWS Executive Board at their business meetings to respond to committee charges or when committee action items require approval from SEAFWA or SE-TWS.
6. As necessary, provide updates on committee activities, including the annual committee meeting date and location, topics of discussion, and items requiring SEAFWA Directors and SE-TWS Executive Board attention at least 30 days prior to the committee meeting.
7. Interact with other SEAFWA and SE-TWS committees on wetlands issues and other matters of mutual concern and interest.

## **MEMBERSHIP**

1. The Wetlands Wildlife Committee shall consist of co-chairs, one each representing SEAFWA and SETWS. Each chair shall be appointed by the President SEAFWA and SE-TWS. In lieu of establishing co-chairs, the SEAFWA and SE-TWS Presidents may choose to appoint a single chair who is a member of the SEAFWA organization and an active dues paying member of SE-TWS.
2. Committee members with voting privileges are comprised of appointed individuals from the SEAFWA organization and current members of SE-TWS. SEAFWA committee members are recommended by each state's respective fish and wildlife agency director and appointed by the President of SEAFWA. Representation from SE-TWS is extended to all currently active due paying member of SE-TWS.
3. Committee members may designate one person to serve as an alternate on their behalf at any committee meeting they are unable to attend. Authorized designees shall be fully entitled to represent an absent member in all matters.
4. Non-voting members (students, guest speakers, etc) and members of affiliate organizations (i.e., US Fish and Wildlife Service, Ducks Unlimited, National Wildlife Federation, etc, are encouraged to attend annual meetings and participate in meeting discussions. By a formal vote of the committee, non-committee members may be recommended to either SEAFWA or SE-TWS President for appointment.

## **MEETINGS**

The annual fall meeting of the Wetland Wildlife Committee will be held in conjunction with the

Annual Conference of the Southeastern Association of Fish and Wildlife Agencies, or in the event that the Conference is not held, at a time and place determined by the Committee Chairs.

Special meetings of the members may be held at any time with ten (10) days advance notice, upon call of the committee Chairs.

Committee members may participate in a meeting by means of conference telephone or other electronic communications equipment. Such participation shall constitute presence at the meeting.