

CALIFORNIA DESERT RENEWABLE ENERGY CONSERVATION PLAN

STAKEHOLDER COMMITTEE

The California Desert Renewable Energy Conservation Plan (DRECP) Stakeholder Committee is created for the purpose of bring all stakeholder interests together in a group. It is an advisory group that advises staff and the Renewable Energy Action Team (REAT) as the plan progresses. The California Natural Resources Agency, US Fish and Wildlife Service and California Department of Fish and Game shall be included as participating, ex-officio members of the Stakeholder Committee.

Stakeholder Definition

A stakeholder has a share in an enterprise or business. A stakeholder is a person, group or organization that has a direct or indirect stake in a project or activity because it can affect or be affected by the project's or activity's action, objectives and policies.

Commitment

Stakeholders must be committed to the success of the California Desert Renewable Energy Conservation Plan. Stakeholders are expected to attend all meetings and to be willing to serve on ad hoc subcommittees that may be created.

Appointment

The Committee members are appointed by the DRECP Director and the REAT. The Stakeholder Committee advises the REAT through the director. The Committee will be chaired by the DRECP Director and business will be conducted by consensus rather than voting, since the committee is advisory and not decision-making.

Anyone may ask to be appointed a stakeholder by submitting a request to the director by email or in writing stating the reason for the request. Requests will be reviewed by the director and discussed with the Renewable Energy Action Team. Stakeholders must meet the criteria established and an important factor in the consideration of adding additional stakeholders will keeping the size of the committee limited to a number that aids the conduct of business.

Alternates

While it is expected that each stakeholder will make every effort to attend every meeting, this may not always be possible. Each stakeholder may request by email or in writing a single named alternate. Alternate requests will be reviewed by the director for consistency with the guidelines for stakeholders. Alternates are expected to remain current on all DRECP Stakeholder Committee activities and are encouraged to attend as many meetings as possible. Requests to change alternates need to be made in the same manner as the initial request.

Consensus Decision Making

Consensus is defined as general agreement to move forward on the basis of discussions that have occurred. It does not represent perfect agreement unless the Committee agrees it does.

Purpose

The purpose of the Stakeholder Committee is to receive, identify and discuss broad issues relating to the development of the plan. It is important the Stakeholder Committee concern itself with the broader issues. Detailed discussions of individual project or parcels are not appropriate and would impart a specific air of advocacy that will detract from the development of the guidelines, rules and policies needed to develop the program.

It is the broad issues of third-party benefits, assurances, process simplification, management and other issues that need stakeholder input. The approach to these broad issues will shape the development of the plan and the rules and principles of the plan will guide the specific development and conservation activities that will occur.

It is anticipated the Stakeholder Committee will meet monthly. The director is a member of the REAT, and will communicate stakeholder recommendations and concerns to the REAT directly.

Public Access

All Stakeholder Committee meetings are open to the members of the public. All Stakeholder Committee agendas, documents, calendars and other information will be available at the DRECP web site. The Stakeholder Committee is subject to the Bagley-Keene Open Meeting Act (CAL. GOV. CODE § 11120).

The public is encouraged to attend Stakeholder Committee meetings, and to submit comments in writing which will be posted on the DRECP web site for public review. There will be a public comment period at the end of each stakeholder committee meeting, and comments will be limited in time to accommodate those who wish to speak.

As the plan progresses and drafts are released, there will be opportunities for public input, public meetings and there will be public review periods, as established by state and federal law, typically lasting 90 days.

California Desert Renewable Energy Conservation Plan Stakeholder Committee Ground Rules

These ground rules are intended to serve as guidelines for the members of the DRECP Stakeholder Committee, and provide the basis for collaborative communication among stakeholders charged with making recommendations. They are also intended to serve as boundaries for fair and civil behavior and group decision making.

Basic Conduct and Decision Making:

1. **Problem Solving Approach:** Disagreements between participants will be regarded as problems to be solved rather than battles to be won.
2. **Decision-Making:** The DRECP Stakeholder Committee will achieve its decisions on recommendations by consensus with meeting minutes reflecting any dissent. No business can be conducted if less than a quorum is present. A quorum is 50% of the members. For the purpose of determining a quorum, the following entities are each counted as a single stakeholder regardless of how many representatives are present:
 - U.S. Bureau of Land Management
 - California Energy Commission
 - US Fish and Wildlife Service
 - California Department of Fish & Game
 - California Natural Resources Agency
 - Governor's Office
3. **Clear and Timely Communication:** Every participant is responsible for communicating his or her position on issues under consideration. Each participant is also encouraged to clearly state their intentions and concerns at the earliest possible time in the course of the discussions.
4. **Information Sharing:** Relevant information can play an important role in the development of informed consent. At the same time, too much information or information of limited relevance can cause confusion and slow down the process. When individual members wish to share written or printed information with the group as a whole, such information should be provided to the DRECP Director at least 72 hours prior to any scheduled meeting to allow for duplication and/or distribution prior to the meeting.
5. **E-mail Communication:** Electronic communication shall be guided by the same general protocols for communication, problem solving and negotiation that are followed when the group is in general face-to-face sessions. All email correspondence shall be directed through the DRECP Director at least 24 hours in advance of meetings if possible.

6. **Participation and Observation by Members of the Public:** All DRECP Stakeholder Committee meetings are open to the public and observers are welcome. Agendas, minutes and all materials will be published on the DRECP web site.
7. **Absence when Decisions are Made:** When members cannot attend a meeting of the DRECP Stakeholder Committee, they should communicate their views to the director prior to that meeting; however members must be present to participate in consensus decision making.
8. **Group Roles & Responsibilities:** The following points are offered as examples of behavior consistent with constructive dialogue, mutual respect and a commitment to collaboration:
 - Offer respect of different viewpoints and attention when others speak.
 - Share the responsibility of ensuring the success of the process and the quality of recommendations.
 - Make our best good faith effort to work towards reaching an agreement.
 - Represent the perspectives, concerns, and interests of agencies or constituencies whenever possible to ensure that agreements and recommendations developed by the group are acceptable to the organizations, agencies, or constituents being represented.
 - Ask questions of each other for clarification and mutual understanding.
 - Verify assumptions when necessary and avoid characterizing the motives of others.
 - Acknowledge and try to understand others' perspectives.
 - Stay focused on the task at hand and share time with others.

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March 23, 2010