

North Fork Smith Project Level Agreement – Final

The OCCFC will be engaging on the North Fork Smith Project with the Central Coast Ranger District. This document outlines the expectations and commitments of the OCCFC and Central Coast Ranger District during this engagement process. This agreement is meant to provide further clarification to the OCCFC's existing Operating Protocol, and the Letter of Agreement between the OCCFC and the Siuslaw National Forest.

Engagement Expectations:

- OCCFC members and Forest Service staff will have open minds and work to understand other perspectives
- OCCFC members and Forest Service staff will respect everyone's time in the collaborative process by following the engagement timeline and being considerate of information requests and capacity
- OCCFC members and Forest Service staff will engage in a transparent process that honors agreements and commitments
- OCCFC members and Forest Service staff will work to address each other's requests and questions. The OCCFC coordinator will be responsible for facilitation and managing the engagement process which includes note taking, meeting facilitation, and follow-up on action items
- OCCFC members and Forest Service staff will rely on and abide by the OCCFC Ground Rules listed in their Operating Protocols which describe rules of engagement during OCCFC meetings:
 - **Treat everyone with respect:**
 - Have an open mind and work to understand other perspectives
 - Be courteous and allow others to speak before responding
 - Respect and support the role of the facilitator
 - **Respect everyone's time:**
 - Stay on topic, follow the agenda, begin and end meetings on time
 - Take phone and side conversations outside and leave camera on during virtual meetings
 - Come to meetings prepared
 - **Work to find common ground:**
 - Address ideas, not individuals
 - Accept areas of disagreement
 - Lead with interests rather than positions
 - Honor agreements and commitments, bring all cards to the tables
 - **Encourage participation:**
 - Indicate when you want to speak
 - Monitor your participation to allow everyone the chance to speak
 - **Prioritize transparency and honesty:**
 - Air disagreements and critical information during meetings
 - Avoid backroom deals
 - Keep colleagues/constituents informed about the work of the Collaborative

Potential Outcomes

- A transparent and clear engagement process where everyone is heard.
- A shared understanding of alternatives developed through the NEPA process, the impacts that are analyzed, and the process by which the final NEPA decision is made.
- Strong engagement between the OCCFC and Forest Service on defining the purpose and need of the project, while incorporating input generated from public engagement efforts throughout the duration of the project.
- A comment provided by OCCFC on the draft EA.
- OCCFC develops or suggests an alternative to be considered for analysis in the Environmental Assessment.
- Shared understanding of the science, policy, law, and forest plan direction utilized in developing the project, and a better appreciation of the expertise within the IDT and OCCFC membership.

Engagement Timeline

The OCCFC and Forest Service agree to engage early and throughout the North Fork Smith project planning and EA analysis.

Generally, the OCCFC will work with the Forest Service to help frame the purpose and need statements based on a shared understanding of issues, with consideration for the regulatory and fiscal constraints that exist, and input provided by other stakeholders during public engagement throughout the project.

The OCCFC and Forest Service will engage during the pre-scoping phase to identify possible effects of various actions and carry-out joint fact-finding and shared dialogue through a series of meetings and field trips which may be open to the general public. The OCCFC will work with the Forest Service to discuss draft alternatives through subcommittee work and generate a shared understanding of the impacts of these alternatives. Finally, the OCCFC will provide feedback on drafts and collaboratively comment on draft decisions and final decisions when appropriate.

To accomplish this level of engagement the OCCFC will dedicate a portion of its monthly meeting time as well as additional subcommittee time to engaging on the North Fork Smith project. Similarly, the Forest Service will attend monthly OCCFC meetings and subcommittee meetings when appropriate. Both the OCCFC and Forest Service will attend field trips to important sites throughout the process. The Collaborative Coordinator will attend Interdisciplinary Team (IDT) meetings on a regular basis and keep both the OCCFC and Forest Service up to date on the other party's work. Below is a detailed engagement timeline for North Fork Smith.

North Fork Smith Forest Service and OCCFC Engagement Timeline

Date	Forest Service Objective	Collaborative Engagement
October 2022	Engage OCCFC to map collaboration throughout the project.	Begin development of project level agreement
November 2022	<p>Initiate collaborative conversations to kick-off development of the purpose and need and proposed action.</p> <p>Begin meeting weekly as an IDT</p>	<p>Forest Service hosts kick-off meeting</p> <p>Wildlife and roads subcommittees will engage on proposed action, and/or purpose and need</p> <p>Coordinator begin attending IDT meetings. Members attend specific IDT meetings.</p>
December 2022	<p>NEPA Process conveyed to OCCFC.</p> <p>Begin identifying purpose and need, proposed actions, and potential issues and alternatives.</p>	<p>Discuss topics of interest and work on finding mutual understanding. OCCFC provides input into P&N.</p> <p>OCCFC engages on wildlife and roads topics collaboratively.</p>
January 2023	Touchpoint: Engage OCCFC in a discussion about the collaborative process that has occurred to make course corrections as we move forward.	OCCFC and Forest Service identify successes and challenges that have occurred in the collaboration process to this point. Identify any changes to move forward.
January 2023	<p>Plan field trip to North Fork Smith project area in January or February.</p> <p>Continue identification of Proposed actions, potential issues and alternatives.</p> <p>Continue weekly IDT meetings</p>	<p>OCCFC continues engaging with Forest Service on development of proposed actions, potential issues and alternatives.</p> <p>Coordinator attends weekly IDT meetings. Members attend specific IDT meetings.</p>

Date	Forest Service Objective	Collaborative Engagement
February 2023 through end of May 2023	Finalize Purpose and Need. Continue identification of Proposed actions, potential issues and alternatives. Present EADM principles/templates	Participates in field trip to North Fork Smith project area. Coordinator attends weekly IDT meetings. Members attend specific IDT meetings. OCCFC outlines the pieces of the proposed action that they are concerned about, which will feed into potential issues and alternative development. OCCFC participates with the development of issues and alternatives based on feedback received during the pre-scoping period. Review potential issues and alternatives identified during the proposed action development.
June through September 2023	Effects Analysis and Draft EA	
October 2023	Release draft NEPA document, Conduct combined 30-day Scoping and Comment Period	OCCFC provides comment

Engagement Topics

The OCCFC will begin to engage with the Central Coast Ranger District on North Fork Smith by identifying the topics they wish to collaborate on with the Forest Service and those that they do not. As the OCCFC makes their internal decisions on which topics they would like to address collaboratively for the North Fork Smith project, they will indicate it by recording the decision in this section of the project-level agreement document. In most cases the OCCFC will form a subcommittee for each topic they decide to engage on collaboratively.

Members of the OCCFC have agreed to abide by the OCCFC Operating Protocols on topics which the OCCFC has agreed to work collaboratively on. This means that they will communicate with the Forest Service through the OCCFC Coordinator and be transparent about their individual and organization’s interests and positions on a collaborative topic. Topics which the OCCFC has agreed not to engage on collaboratively will not be addressed in this same

manner. This means that members of the Collaborative may reach out to Forest Service project leads individually on topics that are not being addressed by the OCCFC. The OCCFC will likely generate collaborative suggestions and comments on topics they have agreed to work on together related to North Fork Smith.

Topics

The OCCFC will focus on **wildlife habitat** and **road related topics** in their engagement with the Forest Service on North Fork Smith. Accordingly, they have established a Wildlife Habitat ZOA Subcommittee and a Roads ZOA subcommittee that meet regularly.

Communication

Transparency and open communication are key to the success of collaborative engagement on North Fork Smith. In order to ensure clear communication processes and expectations, the OCCFC and Forest Service staff will provide up to date contact information for all relevant positions. Similarly, each OCCFC subcommittee that forms will share contact information.

The OCCFC and Forest Service will share files in a Forest Service Box folder. Both OCCFC members and Forest Service staff are committed to providing responses to questions in a responsible amount of time. OCCFC requests for information from the Forest Service will go through the OCCFC Coordinator. It is the OCCFC coordinator's role to follow-up on information requests from the OCCFC and Forest Service.

The OCCFC point of contact is the Collaborative Coordinator:

Jane Barth, jbarth@comcast.net, 541-760-4693 through March 2023. Anticipate new permanent Coordinator to be on board by April 2023.

The Forest Service updated contact information is in Table 1 below.

Table 1. NF Smith Project Interdisciplinary Team Members (Alphabetical)

Team Member	Roles	Phone	Email
Hall, Ed	DRM GIS Analyst	541-496-0181	edmund.hall@usda.gov
Aujero, Jeremy*	Deputy District Ranger	441-271-6001	jeremy.ujero@usda.gov
Emmons, Iain	Wildlife Biologist	541-563-8452	iain.emmons@usda.gov
Fisher, Chuck	Project Lead	541-563-8406	lawrence.fisher@usda.gov
Gatens, Mike	Fire and Fuels	541-563-8426	michael.gatens@usda.gov
Guerrant, Kailey	Acting District Ranger (through March 13 2023)	541-563-8445	kailey.guerrant@usda.gov
Holman, Michele	District Ranger	541-563-8445	michele.holman@usda.gov
Hoyt, Howard	District Silviculturist	541-563-8453	howard.hoyt@usda.gov
Kirkpatrick, Molly	Archaeology	541-563-8410	molly.kirkpatrick@usda.gov
Pettett, James	Hydrologist	541-563-8423	james.pettett@usda.gov
Ramich, Matt	Recreation	541-563-8446	matt.ramich@usda.gov
Rebischke, Armand	Botanist	541-563-8419	armand.rebischke@usda.gov
Sanders, Rob	Forest Transportation Planner	541-750-7080	robert.sanders@usda.gov
Vogel, Donni *	District Planner	541-563-8416	donni.vogel@usda.gov
Wangerin, Karl	Forester Logging Systems Specialist	541-563-8459	karl.wangerin@usda.gov

*Support role

Kailey Guerrant, Acting District Ranger, Central Coast Ranger District, Siuslaw National Forest

Jane Barth, Oregon Central Coast Forest Collaborative Coordinator