



# Montana Invasive Species Council (MISC) Charter

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## **MISC VISION**

Our vision is for the Montana Invasive Species Council (MISC) to foster coordinated efforts in Montana that lead to positive changes in the state coordination, prevention, detection, rapid response, and management of invasive species.

## **MISC MISSION**

Our mission is to protect Montana's economy, ecological resources and public health and safety by assessing and bolstering Montana's invasive species efforts through a coordinated approach to keep invasive species out of Montana and to eliminate, reduce, or mitigate the impacts of invasive species already established in the state.

## **MISC Bylaws**

Adopted: July 22, 2015

Revised: September 22, 2017

## **ARTICLE I: Name and Purpose**

Section 1: Name. The name of this organization shall be the Montana Invasive Species Council.

Section 2: Purpose. The purpose of the Montana Invasive Species Council is to advise the Governor on a science-based, comprehensive program to identify, prevent, eliminate, reduce, and mitigate invasive species in Montana and to coordinate with public and private partners to develop and implement statewide invasive species strategic plans.

Section 3: Definition. "Invasive species means nonnative plant, animal, and pathogen species that cause, or are causing, harm to natural or cultural resources, recreational opportunities, the economy, or human health."

Section 4: Objectives. The objectives of this Council shall be to:

- a. provide policy level recommendations, direction, and planning for combatting infestations of invasive species throughout the state and preventing the introduction of other invasive species;



- b. foster cooperation, communication, and coordinated approaches that support international, federal, state, provincial, regional, tribal and local initiatives for the prevention, early detection, and control of invasive species;
- c. identify, coordinate, and maintain an independent science advisory panel that informs Montana's efforts based on the current status, trends, and emerging technology as they relate to invasive species management in Montana;
- d. in coordination with stakeholders, identify and implement priorities for coordination, prevention, early detection, rapid response, and control of invasive species in Montana;
- e. champion priority invasive species issues identified by stakeholders to best protect the state;
- f. advise and coordinate with agency personnel, local efforts, and the scientific community to implement program priorities;
- g. implement an invasive species education and outreach strategy;
- h. work with regional groups to coordinate regional defense and response strategies; and
- i. work towards establishing and maintaining permanent funding for invasive species priorities.

## **ARTICLE II: Membership**

Section 1: Member appointments. MISC shall include 22 members. The directors of the following departments or designees: Fish, Wildlife & Parks, Natural Resources and Conservation, Department of Transportation, Department of Agriculture, and Department of Commerce. A representative of each of the following appointed by the Governor: county weed districts, conservation districts, Montana State University Extension service, agriculture, conservation organizations, wildlife organizations, fishing organizations, hydropower utility industry, private landowners, and each of the tribal governments in Montana.

Section 2: Federal agency representatives. The council shall seek active input and participation in its deliberations from the U.S. Army Corps of Engineers, the U.S. Bureau of Reclamation, the U.S. Bureau of Land Management, the U.S. Department of Agriculture Animal and Plant Health Inspection Service, the U.S. Fish and Wildlife Service, the U.S. Forest Service, the National Park Service, the U.S. Department of Agriculture Natural Resource Conservation Service, the U.S. Customs and Border Protection, and other federal land management agencies as deemed necessary. Agency representatives will actively participate in MISC meetings and projects and facilitate coordination and communication between the Council and the representative's organization.



Section 3: Ex-officio members may be recommended by consensus of the Montana Invasive Species Council. The appointment will be made by the Governor. Ex-officio members could include additional representatives of federal entities, local government organizations, tribal governments, Montana universities and private and for-profit organizations with an interest in the wellbeing of Montana pertaining to invasive species.

Section 4: Terms. Council members shall serve staggered 4-year terms.

Section 5: New appointments. At least two months prior to the expiration of appointed member terms, the presiding officer and Office of the Governor shall invite nominations from the Montana Invasive Species Council and other parties for new members or renewal of appointees.

Section 6: Resignation and removal. Resignation from the Council must be in writing and received by the presiding officer. An appointed member may be removed for excess absences or other reasons by a majority of the voting members.

Section 7: Incomplete terms. When an appointed member vacancy occurs through resignation or removal before the term expires, the members shall by majority vote recommend a new member representing a similar interest or agency. The recommendation will be forwarded to the Governor for consideration.

Section 8: Proxy. The appointed member is allowed to assign a proxy to attend a Council meeting with prior approval of the presiding officer.

### **ARTICLE III: Administration**

Section 1: Administration. The council is attached to the Department of Natural Resources and Conservation for administrative purposes as prescribed in 2-15-121.

Section 2: Officers. The officers of the Montana Invasive Species Advisory Council shall be a presiding officer (chair) and two vice chairs. Other officers may be nominated and elected by a majority vote as deemed necessary.

Section 3: Presiding officer. The governor shall appoint the presiding officer (chair), who shall serve in that capacity for a 2-year term.

Section 4: Vice chairs. Two voting members will serve as vice-chairs elected by a majority vote of the Council, who shall serve in that capacity for a 2-year term.



Section 5: Elections. If an appointed member chooses to resign prior to the expiration of his/her term, the members shall recommend a new member representing a similar interest by a majority vote. The recommendation will be forwarded to the Governor for appointment.

Section 6: Quorum. A majority of the membership of the council constitutes a quorum to do business. A favorable vote of at least a majority of all of the members is required to adopt any resolution or approve a motion, or to make any other decision. Dissenting votes will be recorded.

Section 7: Duties of the presiding officer. The presiding officer shall plan and preside over regularly scheduled meetings. Meeting agendas will be provided in a timely manner prior to meetings. The presiding officer may appoint a facilitator as necessary to guide council decision-making.

Section 8: Duties of the vice chairs. The vice chairs will assist the presiding officer's completion of duties, and will preside over meetings in the presiding officer's absence.

Section 9: Council coordinator. A Council Coordinator, provided by the Department of Natural Resources and Conservation, will administer the operation and functions of the Council. Specific duties of the Coordinator will be determined based on activities pursued by the Council.

Section 10: Reporting. The Council shall report on its activities to the Governor, the Director of the Department of Natural Resources and Conservation, and the Environmental Quality Council annually. The presiding officer and the director of the Department of Natural Resources and Conservation shall serve as the council's liaisons to the Governor's Office.

Section 11: Payment. The council members shall serve without pay from MISC. Unless otherwise provided by law, each council member is entitled to be reimbursed for travel expenses pursuant to 2-18-501 through 2-18-503.

#### **ARTICLE IV: Meetings**

Section 1: Regular Meetings. Regular meetings shall be held at least two times each year. The schedule of regular meetings shall be set by the Council.

Section 2: Notice. Notice of each regular meeting shall be given to each voting member at least ten days before the meeting. Notices of regular meetings shall also be published on the MISC website at <http://dnrc.mt.gov/divisions/cardd/montana-invasive-species-program/misc>.

Section 3: Special Meetings. Special meetings may be called by the presiding officer or a majority of voting members. Two days prior notice shall be required before all special meetings or conferences.



Section 4: Minutes. Minutes from each Council meeting shall be provided to voting members at least ten days before the next meeting. Minutes must be approved, with any necessary changes, by the quorum at the next regular meeting.

## **ARTICLE V: Decision Making**

Section 1: Consensus. See Article III, Section 6.

Section 2: Proxy Voting. An appointed member is allowed to assign a proxy with voting privileges to attend a Council meeting with prior approval of the presiding officer.

Section 3: Executive Committee Decision Making. See Article VI, Section 4.

## **ARTICLE VI: Committees**

Section 1: Establishment. A majority of the quorum may establish workgroups or committees to aid and advise the Council in performance of its functions.

Section 2: Membership. Committees/workgroups may consist of Council members, federal agency representatives, and/or other individuals, as designated by the presiding officer or a majority of the quorum. Committee chairs will be elected by a majority vote. The expectation of Council members is to serve on committees. Each newly formed committee shall have Council representation.

Section 3: Reporting. Committees/workgroups shall report to the presiding officer and vice chairs.

Section 4: Executive Committee. The presiding officer and two vice chairs of the Council shall constitute the Executive Committee. The Executive Committee shall have, and may exercise, when the Council is not in session, and cannot be assembled in a timely fashion, all of the powers of the Council in the management and affairs of the Council. Decisions made by the Executive Committee shall be reported to the Council and shall be subject to review and subsequent ratification if requested by a Council member.

## **ARTICLE VII: Amendments to the Bylaws**

Section 1: Amendments. These Bylaws may be amended when necessary by a favorable majority of the quorum. Proposed amendments must be submitted to the presiding officer.



**ARTICLE VIII. Parliamentary Authority**

The rules contained in Robert's Rules of Order Newly Revised shall govern the organization in all cases to which they are applicable and in which they are not inconsistent with these Bylaws and any special rules of order the organization may adopt.

**CERTIFICATION**

The undersigned hereby certifies that the foregoing is in accordance with the Governor's Montana Appointee Handbook and is a true and correct copy of the Bylaws adopted by the Montana Invasive Species Council on the 27 day of September, 2017.

By: [Signature] \_\_\_\_\_ Date 9/27/17

Presiding Officer