

Bylaws of the Oregon Invasive Species Council

Adopted , 2002

ARTICLE I: Name/Purpose

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

Section 2: Purpose. The purpose of the Oregon Invasive Species Council shall be to conduct a coordinated and comprehensive effort to keep invasive species out of Oregon and to eliminate, reduce, or mitigate the impacts of invasive species all ready established in Oregon.

Section 3: Scope. The Oregon Invasive Species Council will address non-native organisms^{*}[, ***not including introduced beneficial species,***] that cause economic or environmental harm and are capable of spreading to new areas of the state. Invasive species within the scope of the Council do not include humans, domestic livestock, or nonharmful exotic organisms.

** Note: this phrase does not appear in the statute. Risa reported that the seed industry had requested this language be added, and had anticipated such a change when the final bill was passed. The OISC will need to consider whether to use the statutory definition in the bylaws or an amended version.*

ARTICLE II: Membership

Section 1: Ex-officio members. The following persons shall have ex officio membership on the Council: Director of the Oregon Department of Agriculture or a designated representative; Director of the Oregon Department of Fish and Wildlife or a designated representative; the President of Portland State University or a designated representative; and the administrative head of the Sea Grant Program at Oregon Portland State University, or a designated representative.

Section 2: Appointed members. Additionally, the ex-officio members shall appoint a total of eight additional voting members. Appointments will represent a cross-section of Oregon agricultural, governmental and business interests, such as tribes, local government, ports, aquaculture, and the pet, seed, nursery, and shipping industries.

Section 3: Terms. During the first year, four of the appointed members shall serve a one-year term. Otherwise, public-at-large members shall each serve two-year terms, and individuals may not serve more than two consecutive terms.

Section 4: New appointments. At least two months prior to the expiration of appointed member terms, the Chair shall invite nominations from the Oregon Invasive Species Council and other parties for new members.

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Section 5: Resignation and Removal. Resignation from the Oregon Invasive Species Council must be in writing and received by the Chair. An appointed member may be removed for excess absences or other reasons by a majority of the voting members.

Section 6: Incomplete terms. When an appointed member vacancy occurs through resignation or termination before the term expires, the ex-officio members appoint a new member with representing a similar interest.

ARTICLE III: Administration

Section 1: Officers. The officers of the Oregon Invasive Species Council shall be Chair and Vice-Chair. Other officers may be named as deemed necessary.

Section 2: Chair and Vice-Chair. The Chair and Vice-Chair shall be ex-officio members selected by a majority of the voting members. Each ex-officio member shall serve one year as Chair and one year as Vice-Chair during a four-year period.

Section 3: Elections. Officers shall be elected at the first regular meeting each calendar year by a majority of the quorum.

Section 4: Quorum. A majority of the total number of voting ex-officio and appointed members constitutes a quorum for the transaction of business.

Section 5: Duties of the Chair. The Chair shall arrange and preside over regularly scheduled meetings. The Chair shall also develop meeting agendas with input from members, and will be responsible for distribution of meeting notices and minutes. The Chair may appoint a facilitator as necessary to guide council decision-making.

Section 6: Duties of the Vice-Chair. The Vice-Chair will assist the Chair's completion of duties, and will preside at meetings in the Chair's absence.

Section 7: Officer terms. Officers shall serve a term of one year or until a successor is elected.

ARTICLE IV: Meetings

Section 1: Regular Meetings. Regular meetings shall be held three times each year. The schedule of regular meetings for a given year shall be set by the Invasive Species Council during the last regular meeting of the prior calendar year.

Section 2: Special Meetings. Special meetings may be called by the Chair or a majority of voting members.

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Section 3: Notice. Notice of each meeting shall be given to each voting member at least ten days before the meeting. Notices of regular meetings shall also be published in the State Register.

Section 4: Minutes. Minutes from each Invasive Species 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. The Invasive Species Council shall endeavor to make consensus decisions representing agreement of all members present at a meeting.

Section 2: Voting. When the Chair deems that a consensus decision is not possible, decisions shall be based on a majority vote by the quorum. The Chair shall make the deciding vote in the event of a tie. Dissenting notes will be noted for the record.

ARTICLE VI: Committees

Section 1: Establishment. A majority of the quorum may establish advisory, technical, or other committees to aid and advise the Invasive Species Council in performance of its functions.

Section 2: Membership. Committees may consist of Invasive Species Council member and/or other individuals, as designated by the Chair or a majority of the quorum. The Chair shall appoint all committee chairs.

Section 3: Reporting. Committees shall report to the Chair.

Section 4: Bylaws Committee. The Chair shall designate a Bylaws Committee each year, consisting of at least three voting members. This committee shall be responsible for reviewing and proposing changes to these bylaws.

ARTICLE VII: Amendments to the Bylaws

Section 1: Amendments. These Bylaws may be amended when necessary by a two-thirds majority of the quorum. Proposed amendments must be submitted to the Chair by the Bylaws Committee.