

**Columbia River Gorge Commission
Committees and Duties
Revised December 2008**

Executive: Provides advice to Executive Director as requested, meeting on a regular basis if desired by Executive Director. In this mode acts as a sounding board for Executive Director regarding work program, budget development, and fiscal oversight matters.

Advises Commission in development of strategic plan, personnel, and fiscal policies; organizes Commission efforts in these areas, including annual work planning sessions. Responsible for assisting the Commission Chair in regular performance reviews of Executive Director, and for search process and recommendation(s) to the Commission should the Executive Director position become open.

Tracks and makes recommendations on overall Commission function; responsible for Commissioner orientation and ongoing education toward enhanced Commission performance. Responsible for identifying the specific criteria needed to build the diverse skills of the commission and communicating those to the people responsible for appointing commissioners.

Assessment: Advises Commission on progress toward meeting the goals of the Scenic Act.

Develops and recommends Vital Signs Indicators Project and revisions to Commission. Recommends strategies for funding needed for monitoring and as directed by the Commission, implements those strategies. Provides initial review of indicators and evaluation. Assists in securing appropriate commissioner involvement in key meetings or work sessions with Scenic Area partners.

Works with other parties to facilitate and improve implementation of the Scenic Area Economic Development Program. Participates in the states' processes for updating scenic area economic development plans. Develops recommendations on any other steps the Commission might take to more fully implement the second purpose of the Act.

External Affairs: Works with the Executive Director to implement an active outreach strategy focused on Tribal entities; federal, state and county elected officials and their staffs; state, tribal, federal, county, and city agencies and organizations; citizens' groups, media, and residents/property owners in the Gorge. Develops strategies for showcasing the national importance of the NSA. Serves as a contact point with elected officials. Develops a "quick response" network for disseminating information from the Commission. Committee will establish ongoing relationships with legislators in both states; encourage/arrange visits to the NSA; and provide feedback to legislators as requested.

Rules: Recommends rule changes to the Commission after reviewing current rules, staff input, and public comments. Keeps Commission bylaws and procedural matters up-to-date. Develops recommendations for Commission regarding Bylaws, enforcement program and enforcement rules; revision of Urban Area boundary rules; and any other rule adjustments needed because of legislative action or other issues.

Tribal Affairs: Establishes and strengthens ongoing Commission contacts with the four treaty tribes recognized in the Scenic Act. Advises Commission on issues of importance to the tribes and any recommended processes or actions for better addressing tribal concerns. Identifies opportunities for enhancing cultural or natural resources of the Gorge, and acts as a sounding board on cultural and natural resource issues as requested by the Executive Director.

Columbia Gorge Discovery Center: Represents the Gorge Commission as a member of the Discovery Center Board of Directors. The Discovery Center is the official interpretive center for the Columbia Gorge National Scenic Area.