



**Preliminary Agenda: Business Meeting
Roadless Areas Review Task Force
November 2, 2005, 4:00 p.m. - 5:30 p.m.**

- :15 Revised Questionnaire Discussion**
 - ◆ Whether to use a questionnaire versus a more generic comment form at public meetings
 - i. If yes to questionnaire, then what changes/directions to implement
 - ii. If no, utilize submitted comment form

- :10 Decision Criteria Matrix**
 - ◆ Decision on submitted matrix

- :10 Protocols**
 - ◆ Changes
 - ◆ Issues to discuss/finalize

- :10 Presentations to Task Force**
 - i. Issue: Conversation has been whether to do or not; rationale would be to provide best information possible for TF
 - ii. Proposal: 3-5 minutes from government agencies/entities at public meetings AND detailed written submissions from gov't agencies/entities, hard copies of detailed submissions disseminated to the TF
 - iii. USFS will be mandatory; all other divisions within DNR and government entities will be treated equally
 - 1. Rationale: this is a way to organize input clearly in the face of a multitude of entities with a multitude of issues to be addressed

- :20 Starting point for deliberations:**
 - ◆ US Forest Service: 4.4 v. 4.1 million acreage issue (USFS presentation)
 - ◆ Task Force Authority: Whether it is within the scope of TF to *expand* roadless areas

- :15 Interim Directive Extended (USFS)**
 - ◆ Issue to be addressed: whether and under what circumstances TF weigh in on issues of relevance outside of petition process

- :10 Public Comment Analysis**
 - ◆ What is necessary?
 - ◆ What is possible currently?

- :10 Public Meeting Protocols**
 - i. Sign up form-decision
 - ii. Time allocation and process
 - iii. Proposal: Divide time by number of requests to speak. Allow speakers to yield time to others, within limits (e.g. 5 minutes). Request no repeat points- if your concern has been addressed, yield your time and submit a comment form to reiterate agreement.
 - iv. Other options:
 - 1. organize presentations by interest areas
 - 2. Chair's discretion as to how to organize comment flow

Other Items (time permitting)



**Roadless Areas Review Task Force
Task Force Business Meeting
November 2, 2005
Delta, Colorado
Meeting Summary**

All TF Members in Attendance:

Russell George	David Petersen	Tom Compton	Joe Duda	Diane Hoppe
Eddie Kochman	Jim Lochhead	Melanie Mills	Josh Penry	David Petersen
Steve Smith	John Swartout	David Ubell	Doug Young	

TASK FORCE AGREEMENTS

PUBLIC MEETING – PROTOCOLS	
	<i>Speaker Form</i> – public wishing to speak will fill out a form that includes name, organization, city/state, issues to be addressed
	<p><i>Process and Time limits</i> –</p> <ul style="list-style-type: none"> • there will be a hard end point for the public comment period/public meeting (e.g., 8:30pm); • no greater value will be placed on verbal comments, all comments will be weighed the same; • speaker time limits will be determined by the number of people who sign-up • speakers may yield their time to a single spokes person, for a maximum of 5 minutes • at the end, the chair will ask if there are any unique perspectives that have not yet been communicated • Keystone will alert speakers to time remaining (unobtrusively) • process must be communicated to the public early, and at the beginning of the meeting
	<i>TF Clarifying Questions</i> – TF may ask clarifying questions of speakers, utilizing Chair as gatekeeper
	<i>Public Speaker Guidelines</i> – speaker must state their name and organization (if any), not repeat previous point, stick to time limit
	<i>Opening of the Meeting</i> – clarify public comment process, TF purpose, and definitions (e.g., roadless)
QUESTIONNAIRE	
	Use a hard copy of the public comment form from the web at all public meetings
DECISION CRITERIA MATRIX	
	The matrix is a useful, voluntary, tool to organize information, but the TF will not make formulaic decisions
TASK FORCE PROTOCOLS	
	<i>Purpose</i> – remove “inventoried Roadless areas” add “applicable forest areas” as agreed to in TF Meeting #1
	<i>Footer</i> – add a footer with the date the protocols were modified

	<p>Meeting Summaries – brief, capture the decision, actions and brief discussion</p> <ul style="list-style-type: none"> • <i>Attribution of Presentations:</i> Comments made by agencies or public entities during presentations in the Task Force meetings may be attributed to the speaker and a copy of the presentation will be attached and/or posted on the web site.
	<p>Special Presentations –</p> <ul style="list-style-type: none"> • TF will pro-actively decide expert groups to invite to submit detailed written presentations • TF members will fill out a request for special presentation form (not applicable to FS), Keystone will compile the list, • TF will invite potential presenters to submit detailed presentations to the TF • TF members will then decide the next step- whether a live presentation adds value to their deliberative processes
PUBLIC COMMENT SUMMARY/ANALYSIS	
	<p>The summary will include comments made prior to, during and after the public meeting (written and verbal) Keystone will compile comments:</p> <ul style="list-style-type: none"> • one week ahead of the public meeting and provide the summary to the TF via email (Tom Compton and Eddie Kochman will receive a hard copy) • add to the summary the written and verbal comments provided at the public meeting • provide TF members with an electronic version (CD or email)
INTERIM DIRECTIVE	
	<p>TF will ask each forest for information that would impact the IRA footprint (as established with the 2001 Clinton Rule), including past/future projects.</p>
STARTING POINT	
	<p>Forest Service will provide information on acreage changes to inventoried Roadless areas on a forest by forest basis (changes from the 2001 Clinton rule)</p>

ACTIONS

Task Force Protocol

- *Keystone* – revise the protocols

Special Presentation

- *Task Force Member* - submit a special presentation form (expert group would provide written presentation)
- *Keystone* – compile the forms and provide a single list for TF review at the next TF meeting

Public Comment Summary/Analysis

- *Keystone* – contact Forest Service to provide a summary of comments from Colorado residents (not forest by forest, not comments on a state)
- *Keystone* – compile comments and send the summary to TF members one week prior to the public meeting
- *Keystone* – will add any comments (written or verbal) to the summary following the public meeting
- *Keystone* – will provide copies of comments to the TF via email or CD

Starting Point for Deliberations

- *Forest Service* – provide TF with changes on each forest; summary of public comments pertaining to CO forests from 2001 Clinton rule

DISCUSSION ON SELECT TOPICS

QUESTIONNAIRE

The concern was that the questionnaire may limit public comment to the questions asked and be more difficult to aggregate with the data from the comment form from the web site. The comment form needs to be open ended; lacking a direct question the form may allow the public to respond to the concept of roadless areas as well as provide detail on specific areas.

Agreement: use a hard copy version of the public comment form from the web site.

DECISION CRITERIA MATRIX

The Task Force agreed the matrix is a useful voluntary tool to organize information to make decisions. The matrix may help TF members understand what the key issues are and how the public has commented, and ensure that issues are not missed during deliberations. The concern was that by weighing the information decisions would be formulaic and that issues may be too complex.

Agreement: the matrix is a useful voluntary tool to organize information.

TASK FORCE PROTOCOLS – SPECIAL PRESENTATIONS

The purpose of special presentations is to gather the best information possible for the TF to make informed decisions. The concern is too much time given over to presentations and how will the group decide who will present. It was mentioned that all the divisions in DNR need to be treated equally (e.g., not give more importance to DOW). A few suggestions were made:

- Proactively invite government agencies and entities to comment (3-5 minutes) at public meetings and/or submit more detailed comments to the TF in writing...Concern – substantive presentations take longer than 3-5 minutes
- Provide a separate working session, open to the public, for special presentations. Concern – TF members are busy and it would be difficult to schedule more meetings
- Ask groups with expertise to provide written presentations and the TF can request them to present if there are further questions

Agreement: TF members will fill out special presentation forms, review the compiled list, and decide the next step.

INTERIM DIRECTIVE

The TF has a lot of work to do to fulfill their purpose and need to be disciplined to complete the tasks. The concern is if the TF wants to weigh in on decisions about the footprint of roadless areas in the interim directive, the deadline is January. Forest Service presented a handout that describes the directive and what is covered. The interim directive only applies to a few forests (those without forest plan revisions).

Agreement: the Forest Service will articulate projects in roadless areas by forest

NEXT MEETINGS

December 9th – Public meeting in Durango

January 6th – Public meeting in Pueblo

February 10th – Task Force meeting in Denver