



## **Continental Divide National Scenic Trail Federal Interagency Leadership Council Charter**

### **Statement of Purpose**

The purpose of the Leadership Council is to provide consistent leadership and coordinated management of Continental Divide National Scenic Trail (CDT) program activities in accordance with the 2005 National Trails System Memorandum of Understanding. By working cooperatively across agency boundaries, the Leadership Council will facilitate seamless management of the CDT and protection of the natural, cultural, scenic, historic and recreational values of the Trail. Roles and responsibilities are further described in the National Trails System Memorandum of Understanding

### **Guiding Principles for Management of the Continental Divide Trail**

#### **Trail and Recreation Experience:**

- Trail routing provides for nationally renowned high-quality hiking and/or horseback riding experiences that strive to highlight the CDT's significant features and provide connectors to communities along the CDT.
- The CDT provides primarily a non-motorized experience consistent with the Act.
- Land and resource management plans provide direction for the CDT that is consistent with the Act.
- The natural, historic, cultural, and scenic features of the CDT are sustained over time.

#### **Interpretation:**

- CDT interpretive and educational materials include accurate information on significant features, trail location, trail conditions, and access. This information is readily available.

#### **Partnerships:**

- Trail partnerships with Continental Divide Trail Coalition and others are developed, nurtured, and promoted. Youth, volunteers, and private nonprofit trail groups are engaged and involved in the planning, management, construction, and maintenance of the trail.

### **Leadership Council Goals**

- To provide coordinated and consistent direction that provides for seamless management across Federal, State, and other administrative boundaries.
- To institute and maintain effective and efficient integrated planning processes for the trail across jurisdictional boundaries.

- To promote, develop and support volunteerism and partnerships with private, non-profit trail organizations.
- To support program activities that promote public enjoyment and appreciation of our scenic outdoor areas and connect diverse people and communities to the Continental Divide.

### **Leadership Council Structure**

The Leadership Council will function with three distinct membership categories, including an “Executive Team”, “Senior Staff” and “Core Team” as described below. Leadership Council membership may be delegated to another official within each organization. Representatives from field offices and partner organizations will be invited to participate in meetings and conference calls on an as needed basis.

1. **Executive Team:** Comprised of Regional Foresters for Forest Service Regions 1, 2, 3 and 4; Bureau of Land Management State Directors for Montana, Idaho, Wyoming, Colorado and New Mexico; National Park Service Intermountain Region Director. State level leadership will be added subject to approval of cooperative agreements that address the CDT. Washington Office National Trail Program Directors for the Forest Service, Bureau of Land Management and National Park Service are invited to participate in an advisory role.

The Executive Team Chair will be the Regional Forester for the Forest Service Rocky Mountain Region. Primary duties include conducting meetings and ensuring the Senior Staff and Core Teams are proceeding as directed.

2. **Senior Staff:** Comprised of Forest Service Regional Recreation Directors, Bureau of Land Management Deputy State Directors for Resources, and National Park Service Intermountain Regional Deputy Regional Director for Park Operations.

The Rocky Mountain Region Recreation Director will serve as Chair. The Chair will work closely with the CDT Program Manager to prepare meeting agendas for the Senior Staff and Executive Team meetings and ensure the Core Team is proceeding as directed.

3. **Core Team:** Comprised of the CDT Program Manager, Regional Trail Program Leads for Forest Service Regions 1, 3 and 4, one NPS field manager, presently the El Malpais National Monument Superintendent, and Bureau of Land Management National Landscape Conservation System Program Managers for Wyoming and New Mexico.

The CDT Program Manager will serve as Core Team Chair. Primary duties include scheduling and conducting meetings and developing annual draft program of work to be approved by Senior Staff Team.

## **Leadership Council Roles and Responsibilities**

**Executive Team:** Serves as the primary governing body.

- Provides overall strategic guidance, vision and guiding principles for the CDT.
- Prescribes regulations, policies, and guidelines for locating and managing the CDT consistent with the enabling legislation and the 2009 CDT Comprehensive Management Plan.
- Recommends to the Chief of the Forest Service amendments to the 2009 CDT Comprehensive Plan.
- Develops and approves strategies for addressing high-profile or precedent-setting issues and undertaking large-scale efforts.

**Senior Staff:** Serves as the primary advisory body to the Executive Team; Directs Core Team priorities and activities.

- Provides advice, guidance and direction to CDT Program Manager on program issues and needs.
- Approves CDT Program Manager's annual program of work, including partnership funding.
- Approves strategies to address management issues.
- Advocates for the CDT in planning and budget discussions.
- Identifies issues and policy needs to be brought to the Executive Team; advises the Executive Team on these issues and recommends policy to be adopted.

**Core Team:** Serves as the primary implementing body.

- Develops CDT Program Manager annual program of work for review and approval by Senior Staff.
- Develops recommendations to Senior Staff on strategies, guidance, program direction and Comprehensive Plan amendments needed to efficiently and seamlessly manage the CDT program.
- Implements the decisions of the Executive Team and Senior Staff.
- Coordinates implementation of on-the-ground activities with local line officers and staff.
- Develops and implements external communications and outreach to increase awareness, visibility, and partnerships for the CDT.
- Elevates issues to the Senior Staff as appropriate.
- Annually evaluates and selects priority projects for CDT funding through the competitive call for projects process.

## **Meeting Process and Procedures**

- Frequency:
  - **Executive Team:** Meets annually to receive program updates and address policy or management issues as necessary. These meetings will generally be 1-2 hours in length and take place via conference call or video-teleconference, with periodic field-based meetings to occur on the trail as opportunities arise.
  - **Senior Staff:** Meets annually to discuss and approve annual program of work and strategies for addressing non-controversial management issues. Meetings may take place in person or remotely as deemed necessary.
  - **Core Team:** Meets 3-4 times a year in person or remotely as deemed necessary.

- Agendas: Draft meeting agendas will be prepared and distributed from one to two weeks prior to conference calls and team meetings, when possible.
- Quorum and Decision Making: The Team Chair plus 50 percent of the voting membership will constitute a quorum and allow the Team to validly proceed to transact the official business of any scheduled meeting. Decisions will be made by a consensus where possible, or majority of Team members will prevail.

### **Charter Amendment Process**

Opportunities to review and amend the Council Charter will occur at the first regular annual meeting following the beginning of each fiscal year. This Charter should be reevaluated annually by the full Council and amended as necessary. The CDT Program Manager will coordinate this annual evaluation and be responsible for bringing recommended amendments to the attention of the Executive Team. Whenever Charter amendments are officially approved by the Executive Team Chair, the CDT Program Manager will amend language into the Charter's narrative and provide updated Charter copies to all Team members.

### **Leadership Council Tenure**

The Council's operating timeframe/duration will not have a term length. This Charter will remain in effect until its members rescind it. Any member may terminate involvement by notifying the other members of his/her intent to leave the Council.

## Charter Signatures

### USDA Forest Service

/s/ Leanne M. Martin 09/08/2015

#### Northern Region

**Leanne Marten**  
Regional Forester

Date

/s/ Maribeth Gustafson (for) 10/18/2015

#### Rocky Mountain Region

**Daniel Jirón**  
Regional Forester

Date

/s/ Nan Christianson (for) 10/16/2015

#### Intermountain Region

**Nora B. Rasure**  
Regional Forester

Date

/s/ Calvin N. Joyner 09/15/2015

#### Southwest Region

**Calvin N. Joyner**  
Regional Forester

Date

### USDI National Park Service

/s/ Sue E. Masica 08/24/2015

#### Intermountain Region

**Sue E. Masica**  
Regional Director

Date

USDI Bureau of Land Management

<b>Montana</b>	<u>/s/ Jamie Connell</u> <u>09/02/2015</u> <b>Jamie Connell</b> State Director Date
<b>Idaho</b>	<u>/s/ Timothy M. Murphy</u> <u>10/29/2015</u> <b>Timothy M. Murphy</b> State Director Date
<b>Wyoming</b>	<u>/s/ Larry Claypool (for)</u> <u>10/15/2015</u> <b>Mary Jo Rugwell</b> State Director Date
<b>Colorado</b>	<u>/s/ Ruth Welch</u> <u>10/16/2015</u> <b>Ruth Welch</b> State Director Date
<b>New Mexico</b>	<u>/s/ Cory Grant (for)</u> <u>10/19/2015</u> <b>Aiden Seidlitz</b> Acting State Director Date