

**SECTION 7 WORK GROUP  
NORTHERN SPOTTED OWL RECOVERY PLAN**

**ROLES AND RESPONSIBILITIES**

**May 14, 2009**

**Role of the Work Group**

The role of the Northern Spotted Owl Recovery Plan (Plan) Section 7 Work Group (S7WG) is to identify and analyze Plan issues requiring clarification in order for interagency consultations to proceed. Our goal is to resolve issues such that there is a shared and common understanding between the Federal agencies. This group is a vital part of the interagency implementation of the Plan; we will be responsible for analyzing and resolving consultation bottlenecks and recommending solutions so the cooperative level one team consultation process can proceed. The S7WG will provide recommendations to the Plan's Implementation Team, or an appropriate subset of that team, for their consideration.

The S7WG will serve the needs of the Spotted Owl Recovery Implementation Team and the Executive Group/Team, as requested. The Spotted Owl Recovery Plan Implementation Team serves as a managerial level group directing Recovery Plan implementation. It is anticipated that the IT will meet quarterly and will be overseen by the NSO Recovery Plan Executive Group. Currently, the Service's Oregon Fish and Wildlife Office (OFWO), with Paul Henson as State Director, is the lead office for NSO recovery efforts.

Work group tasks may originate from numerous sources, including level one teams, level two teams through the streamlining elevation process, agency staff, other work groups and our own discussions. All formal discussion topics will be approved through the IT/Executive Team/Recovery Plan Coordinator. We anticipate the group's workload is likely to lessen as time goes on and as all the agencies become more familiar with implementing the Plan.

**Team Leadership**

The Team Lead for the S7WG will be appointed by the State Director of the USFWS Oregon State Office. The current Team Lead for the BOWG is Brendan White of the OFWO ([Brendan.White@fws.gov](mailto:Brendan.White@fws.gov), 503-231-6179). The Team Lead will report S7WG activities to the NSO Recovery Plan Coordinator and to the USFWS OFWO State Director as appropriate. The direct supervisor of the Team Lead will be the OFWO Forest Resources Division head, who will also receive reporting. The current Northern Spotted Owl Recovery Coordinator is Paul Phifer and the current Supervising OFWO Division head is Bob Progulske.

The Team Lead is responsible for all aspects relating to the successful operation of the S7WG including meeting management. The Team Lead is responsible for overseeing preparation of all documents from the S7WG, and for ensuring the internal decision-making process is followed effectively. Paul Phifer is available to assist as needed, including with meeting planning and facilitation.

**Role of Team Members**

The S7WG is comprised entirely of staff of Federal agencies involved in Recovery Plan implementation, including the BLM, Forest Service and FWS. Invitations have been extended to staff from all agencies from California and Oregon/Washington, representing two different regions for FWS and the Forest Service, and two different state offices of the BLM. S7WG members, including the team lead, agree to constructively contribute to the implementation process. S7WG members are chosen for their familiarity with the issues surrounding the NSO and the consultation process. We will attempt to schedule S7WG meetings at time when most members are available, with a minimum of each agency being represented. Meeting notes will be taken and distributed among team members for their review and editing.

The team will strive for consensus in all decisions and recommendations. If consensus cannot be reached on a particular issue after reasonable discussion, the S7WG will document different opinions by fully explaining the different conclusions and assumptions pertaining to the issue, providing a clear rationale for each conclusion and assumption, and providing an honest assessment of the pros and cons of each conclusion. If any S7WG members are absent from a meeting, conference call, etc., a follow-up by the Team Lead will occur to those individuals seeking comment on any decisions. Recommendations will be forwarded to the IT when a minimum of 2/3 of the work group and all three agencies have provided input. When we comment on a state or regional issue, a work group member from that area will be included in the initial discussion.

Drafts of documents generated by the S7WG, in whole or part, are considered internal working documents to be kept confidential until the forwarded to the IT, at which point the IT will distribute the document as it sees fit. It is expected that team members will provide their supervisors progress reports and updates, but that team documents will not be provided for distribution. Document review to the Recovery Plan IT will be coordinated through the Recovery Plan Coordinator.

**Reporting Progress**

The S7WG will provide updates on progress at each formal meeting of the Implementation Team meeting. Such updates may be provided verbally by the Team Lead or in writing. It is anticipated that coordination of this information will occur from the NSO Recovery Plan Coordinator. Other updates as determined necessary by the S7WG and/or the Team Lead will be provided to the Recovery Plan Coordinator and/or the USFWS OFWO State Director.