

ROLES & RESPONSIBILITIES NORTH CENTRAL IDAHO RESOURCE ADVISORY COMMITTEE (RAC)

North Central Idaho RAC:

- Authorized by and responsible to the Secretary of Agriculture (through the Forest Supervisor) to provide recommendations for expenditure of Title II dollars and project implementation and monitoring within the scope of Secure Rural Schools and Community Self Determination Act, Public Law 110-343 (the Act);
- Adopts operating guidelines within the scope of their charter, including the election of a chairperson;
- Provide frequent opportunities for citizens, organizations, tribes, land management agencies, and other interested parties to participate openly and meaningfully, beginning at the early stages of developing Title II projects;
- Review and comment to counties on Title III projects;
- Provide for public participation in the above process.

RAC Members:

- Appointed by and responsible to the Secretary of Agriculture (through the Forest Supervisor) to represent their category of interest;
- Review projects proposed under Title II by participating counties and other persons;
- Propose projects and funding to the Secretary through the Designated Federal Official (DFO);
- Provide early and continuous coordination with the DFO in recommending Title II projects;
- Monitor implementation of approved Title II and advise the DFO on the progress of the monitoring;
- Make recommendations to the DFO for any appropriate changes or adjustments to the project being monitored by the RAC.

RAC Replacements:

- Appointed by the Secretary of Agriculture to fill a RAC member position within the category of appointment **if** a vacancy occurs (**does not** have a vote on the RAC until he/she fills a vacancy);
- Needs to stay informed on the work of the RAC;
- May serve on task force or subcommittee of the RAC.

RAC Chairperson:

- Speaks for the RAC;
- Can sign for the RAC;
- Coordinates with DFO on RAC meetings including agendas;
- Runs RAC meetings.

Designated Federal Official (DFO):

- Responsible for overall RAC management:
 - Insures compliance with agency regulations and Federal Advisory Committee Act (FACA);
 - Prepares and schedules RAC meetings. Approves agenda;
 - Responsible for record keeping; posts agendas and meeting minutes to the website;
 - Must be present at all RAC meetings;
 - Has authority to adjourn meeting, when it is deemed in the public interest;
 - Manages RAC finances and approves expenditures for RAC business.

Secretary of Agriculture:

- Establishes RACs/approves RAC charter;
- Appoints and/or removes RAC members and Replacements;
- Appoints DFOs;
- Terminates RAC after it is no longer needed;
- Approves expenditure of Title II dollars and projects (**This is delegated to Forest Supervisor**).

General Public:

- May attend all meetings;
- Provide discussion, comment or questions on RAC topics during public forum section of the RAC meetings. Provide written comments to RAC members and/or DFO anytime;
- May be invited by DFO or Committee Chairperson to present a topic to the RAC;
- May be invited by the DFO or Committee chair to participate in a task force or subcommittee related to the work of the RAC;
- Prepare and submit project proposals within the scope of the Act.