

Lewis County Outdoor Recreation and Tourism Advisory Commission (LCORT) Charter:

The purpose of this group is to identify current challenges and future opportunities associated with recreation and tourism in Lewis County and to position communities to minimize impacts and maximize benefits.

The Lewis County Outdoor Recreation and Tourism group brings representatives from local government, public entities and private industry together to address growing concerns with the impact of outdoor recreation and tourism. Many Lewis County communities are not taking full advantage of the existing opportunities and lack the infrastructure to support both current and future activity. By consulting the appropriate stakeholders and similar organizations already in existence, this group aims to understand both the potential strain and benefits that outdoor recreation and tourism pose and generate recommendations via a Strategic Plan to the Board of County Commissioners (BOCC). The plan will consist of short-and long-term planning recommendations that focus on improving outdoor recreation and tourist experiences as well as those of the communities they affect. LCORT will guide Lewis County in creating a responsible, sustainable and profitable outdoor recreation and tourism industry that local communities will embrace.

LCORT will meet 11 times per calendar year (excludes December).

- LCORT may require subgroups to meet more frequently, by special assignment, to discuss topics and generate recommendations.
- Twice annually, LCORT will present to the BOCC members a progress report (see reporting section).
- There is no termination date defined for the LCORT as it is meant to serve the BOCC and Lewis County indefinitely.

Scope:

The following statements define the scope of the LCORT:

In Scope:

- Recommendations or work conducted is for the benefit of Lewis County communities.
- Recommendations will represent a wide array of stakeholders in Lewis County. Recommendations will be limited to the following topics:
 - Improving physical access for outdoor recreation or tourism
 - Improving information access for outdoor recreation or tourism

- Reducing negative impacts from outdoor recreation or tourism on communities
- Identifying opportunities for communities to maximize benefits from outdoor recreation and tourism
- Supporting and encouraging recreation and tourism in such a manner to help ensure the long-term sustainability of recreation resources
- Identifying stakeholders for community outreach efforts regarding outdoor recreation or tourism
- Serve as a resource (advisory committee) for governmental entities and non-profits.
- Upon request of BOCC and others, the group will provide insight on potential impacts or community concerns regarding proposed plans or projects that may affect outdoor recreation or tourism.
- Identify funding sources to maintain LCORT'S function defined herein.

Out of Scope:

- Does not direct, fund, authorize, or otherwise facilitate actions. The purpose is to provide recommendations and insight only.
- Does not market or advertise tourism in Lewis County. The LCORT Committee can work with and advise Lewis County tourism promotion groups.

Members:

This group will be led by: (BOCC will assign a county department head to lead and facilitate the group.)

Decisions on recommendations and plan content made within this group will be solidified via seven voting members.

Voting members may authorize other individuals as their proxy. Voting members will staggered two year terms.

Voting member requirements/eligibility

- 1/3 voting members representing government interest
- 1/3 voting members representing non-profit interest
- 1/3 voting members representing private interest

The LCORT monthly meetings are open public meetings.

The LCORT will manage itself through written by-laws that describe member and non-member conduct, voting and attendance requirements.

Desired End Result:

The desired end result is an organized, informed and BOCC-supported group that is guided by an equally organized, informed and supported Strategic Plan. The plan will be a holistic approach to improving outdoor recreation and tourism throughout Lewis County. The plan and group will focus on current and future challenges and opportunities and provide the BOCC with adequate information to make sound planning and funding decisions as they relate to outdoor recreation and tourism. In summary, the desired result is the formation and maintenance of a plan and group that retain utility for the BOCC and Lewis County into the future.

Supporting Resources:

The supporting resources almost always include other people that were not assigned as team members but still add value toward the overall purpose. Other resources are dependent on the team activities (blue prints, meeting rooms, travel budgets, corporate authority, software, etc.)

Supporting resources required to maintain the group's functions include:

- Facilitation
- Meeting requirements:
 - Office supplies / stationary / pens / flip charts / notes
 - Venue
 - Coffee or snacks (could be by volunteer)
 - All other requirements are expected to be funded by individual attendees, such as travel, lunch, etc.
- Meeting minutes recording and dissemination
- Plan development: draft generation, editing, finalizing and distribution

Supporting resources that enable the group to make inclusive and educated recommendations:

- The appointment of a county staff member to coordinate and facilitate for LCORT

Reporting Plan:

Reporting out:

The LCORT will report to the BOCC at least twice per calendar year.

Reporting will include:

- Progress report on the Strategic Plan
- Summary of the group's activities since the last progress report or major milestones achieved
- Current membership
- Future objectives (next steps)
- Upcoming requests for support or current challenges

Reporting Internally:

Meetings will be led by the facilitator. The facilitator will review the previous meeting, attendees and action items, past-due supporting documents, availability of supporting resources, progress of primary tasks and will document any past due tasks.

Deliverables:

The ultimate key deliverable is the Lewis County Outdoor Recreation and Tourism Strategic Plan.

It is recognized that there are a host of efforts involved to develop this plan. The following key milestones were identified by the group to maintain momentum in developing the plan.

1. Create a group charter
2. Identify Lewis County staff support for LCORT
3. Obtain support to meet as a commission and give authority to make recommendations to the BOCC
4. Identify opportunities to fund the creation of an Outdoor Recreation and Tourism Strategic Plan
5. Develop Strategic Plan outline
6. Review existing plans and documents to build from
7. Identify information gaps and the resources and schedules required to address them
8. Develop a schedule for completing the plan
9. Identify stakeholders that need to review the plan
10. Identify communication plan – How will we communicate the plan and at what development stages?
11. Identify and categorize challenges and opportunities

12. Identify and prioritize short-, medium- and long-term actions with anticipated benefits
13. Generate draft of Strategic Plan

Key Resources include:

Current Participating Stakeholders:

Non-Profit

- Back Country Horsemen of Washington
- Big Tent Outdoor Recreation Coalition
- Centralia College
- Chehalis Renaissance Team
- Cispus Learning Center
- Cowlitz Basin ORV Club
- Evergreen Mountain Bike Alliance
- Lewis County Community Trails
- Washington Off Highway Vehicle Alliance
- Washington Tourism Alliance
- White Pass Scenic Byway

Private Industry

- Clove Tree Farm
- DeVaul Publishing
- Lake Mayfield Resort & Marina
- Mountain Valley Real Estate
- Pandion Consulting & Facilitation, Travel Industry Consulting & Training
- Raintree Nursery
- White Pass Ski Resort

Government

- City of Morton
- Department of Natural Resources
- Discover Lewis County
- Gifford Pinchot National Forest
- Mount Rainier National Park
- Office of the Governor, Outdoor Recreation and Economic Development
- Tacoma Power
- Washington State Department of Fish and Wildlife
- Washington State Parks