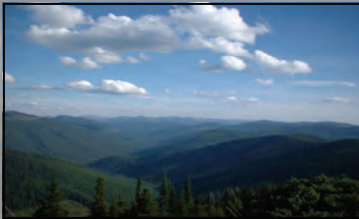
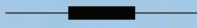

RICH COUNTY

Coordinated Resource Management



SYSTEM MANUAL

**RICH
COUNTY
CRM**



CRM SYSTEM MANUAL



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7.0 Abbreviations and Definitions

A landscape photograph of a rural farm. In the foreground, there is a field of dry, yellowish grass with a few scattered green patches. A wire fence runs across the bottom of the frame. In the middle ground, a herd of black and brown cows is grazing in a field. A dark barn is visible in the background. The background consists of rolling hills under a clear blue sky.

*Economic and Environmental
Performance*

1.0 Forward

Rich county commissioner's letter



November 4, 2005

The Rich County Coordinated Resource Management (CRM) Committee recognizes that effective resource management can only be accomplished through cooperation, education, sound science, and common sense through the parties who have the most to gain or lose from healthy sustainable resources. In accordance with this recognition, the CRM seeks to put the Four Cs of Secretary Gale Norton into practice within Rich County. The Four Cs are “Communication, Consultation, Cooperation, all in the name of Conservation”. Effective resource management cannot be accomplished through restrictive policies, conflict, litigation, or referendum.

As the locally driven CRM process has moved forward, the committee has searched for practical resource management examples and philosophies that will prevent “re-inventing the wheel” while providing proven methods with data to support balanced resource management direction. Successful examples throughout Rich County have helped us take a common sense approach to developing a “Rich County Coordinated Management System”.

The starting premise is that the CRM System will set the stage for an active county role in coordinating, planning, managing, and using the county’s natural resource base. The system must reflect the public land mandate for multiple use, yet focus on a manageable scope of priority issues so that the plan can be implemented. Such efforts are to be **(1) comprehensive** – manage for achievable social, economic, and ecological values and uses within the county that are accomplishable, compatible with the resources, and are sustainable; **(2) at the landscape scale** – while many of the changes would occur at the individual project level, success of this system will be measured by county-wide results; **(3) based on adaptive management** – flexible management in which management actions are modified periodically in response to monitored results to improve progress toward planned goals; and **(4) reflective of stakeholder input** – a broad-based committee involving diverse interests agreeing on the goals and objectives of this system; for the 20-year planning period. The supposition is that the committee must keep the focus narrow enough to accomplish measurable results on the ground. As the management strategy is implemented, other important issues will surface that will merit inclusion in the system.

Sincerely,

Norm Weston
Rich County Commission Chair

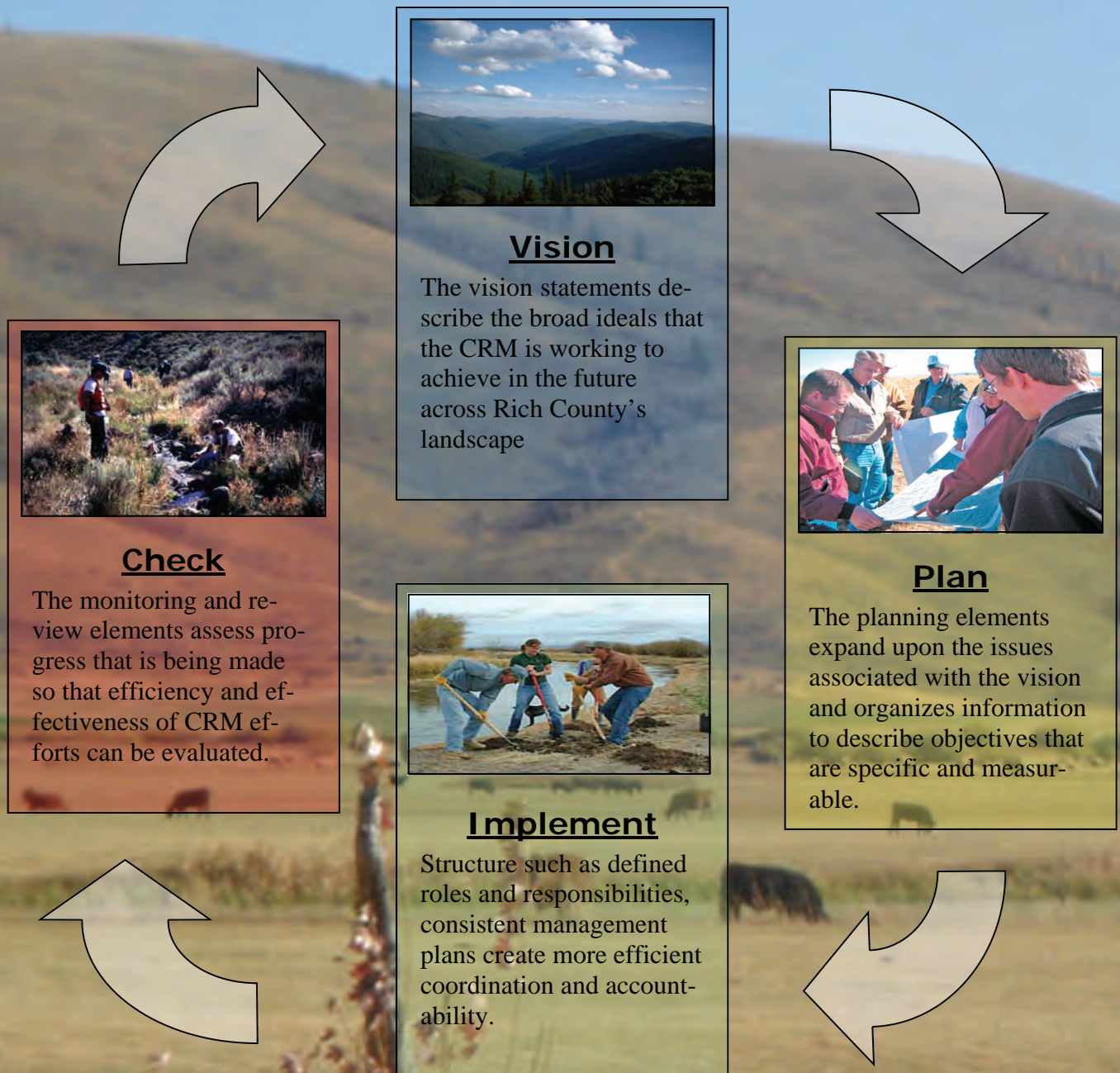
1.5 History of CRM in Rich County, Utah

The health of public lands is an important and often contentious issue throughout the west. The economy, residents, and communities of Rich County Utah are dependent on the use of public lands for grazing. Great concern arose in the spring of 2002 when the Bureau of Land Management's grazing permit renewal process was legally challenged by environmental activist. In June of 2002 the Rich County Commission determined that the county should take a cooperative and proactive role in the future health of the public lands and sustainability of livestock operations within the county. The Rich County Coordinated Resource Management (CRM) Committee was formed under the direction of the commission involving a wide diversity of interest groups and agency representatives from inside and outside the county. By building trust, leadership, and respect, the group provided a vision for the resources in Rich County: **A rich, healthy ecosystem, with sustainable agriculture industry and wildlife populations, containing diverse recreational opportunities and a vibrant rural community.**

Since the development of that vision the CRM committee has worked to implement improvements to management that benefit all stakeholders. These improvements include changes to grazing systems, improvements to wildlife habitat and the collection of data on sensitive species populations. The CRM has also worked to continue to refine their process of coordination through the development of the CRM system. This management system is a description of processes that CRM members use to document the adaptive management model.

CRM committee members have given, and are continuing to give hundreds of hours in their combined effort to increase environmental performance and economic sustainability.

2.0 Executive Summary



The purpose of the Rich County Coordinated Resource Management System (CRMS) is to create a framework that enhances landscape level coordination and document results in Rich County, Utah. It is built upon the “plan-do-check-act” system so that continual learning and improvement is central in demonstrating economic, environmental, and social results. This framework has been patterned after the ISO 14001 standards, which are a set of international standards for systematic environmental improvement. The above figure illustrates between the elements contained in this plan.

3.0 VISION

Early in the adaptive management process a vision ensures cooperation towards demonstrated results on the ground. Later the vision serves as reminder to prioritize and focus. It is also the yardstick towards continual improvement is measured. Thus providing the motivation to “act” on information gathered during the adaptive management process of **plan-do-check-act** . This section describes visioning procedures and outcomes:

| Processes | Outcomes |
|-----------|---------------------|
| Visioning | 5 Vision statements |



3.0 Vision

Purpose

The purpose of the vision is to describe broad, future oriented ideals.

Responsibilities

The Rich County CRM committee is responsible for defining the vision. The vision statements include the following:

- 1) **Rich, Healthy Ecosystems**

- 2) **Sustainable Agricultural Industry**

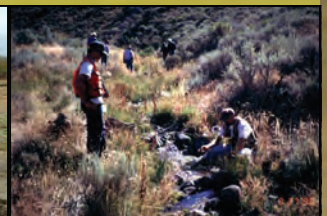
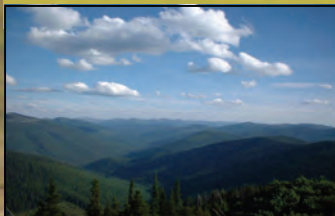
- 3) **Diverse Recreational Opportunities**

- 4) **Vibrant Rural Community**

4.0 PLANNING

Planning is the first step in adaptive management and most importantly, ensuring progress towards the CRM's vision. This section describes planning procedures and outcomes that help to guide on the ground action that is timely and necessary. The elements described are the "plan" elements of the **plan-do-check-act** system. This section organizes these elements as follows:

| Processes | Outcomes |
|---|---|
| <p>4.1 Sub-issues Prioritize issues that whose development are guided be the vision statements.</p> | <p>Issue List</p> |
| <p>4.2 Relevant Requirements Review of legal, regulatory, and other requirements that have an impact on management of the above issues.</p> | <p>Requirement Table</p> |
| <p>4.3 Current/Historic Data Review data that has been organized to describe historic and/or current conditions of the above issues.</p> | <p>Current/Historic Data Descriptions</p> |
| <p>4.4 Goals and Objectives Create specific, measurable, attainable, realistic, and time bound statements of improvement related to the above issues.</p> | <p>Goals and Objectives Table</p> |
| <p>4.5 Actions and Methods Organize strategies to achieve the above goals and objectives.</p> | <p>Action and Method Table</p> |



4.1 Issue Identification

Purpose

The purpose of identifying issues is to refine and maintain consensus on the issues related to the CRM's vision statements. The issues will then be correlated to any regulatory or other requirements to then form the basis for specific objective statements.

Responsibilities

The Rich County CRM is responsible for implementing or providing oversight for the implementation of this section. They may refer to the planning, monitoring, or implementation group on the relevancy of these indicators.

Procedures

The issue list is in table 4.1.1

1. This list will be reviewed on an annual basis and issues related to vision statements may be added or removed when no longer deemed necessary by consensus.
2. Issues may be added, deleted or modified any time the vision statement is changed.

Table 4.1.1

| Vision Statement | Issue |
|---------------------------------------|---|
| 1. Rich, Healthy Ecosystems | 1.1 Properly functioning rangelands |
| | 1.2 Wildlife population numbers |
| | 1.3 Forest and aquatic habitats |
| | 1.4 Sage grouse |
| | 1.5 Pygmy rabbits |
| | 1.6 Properly functioning streams |
| | 1.7 Sensitive plants |
| | 1.8 Noxious weeds |
| | 1.9 Watershed function |
| | 1.10 Water pollutants |
| 2. Sustainable Agricultural Industry | 2.1 Flexibility in management |
| | 2.2 Agricultural production |
| | 2.3 Agricultural stability |
| | 2.4 Coordination among producers |
| 3. Diverse Recreational Opportunities | 3.1 Visitors staying in Rich County |
| | 3.2 Access |
| | 3.3 Use of DWR programs |
| | 3.4 Increase in wildlife use activities |
| | 3.5 Education |
| | 3.6 Reduce conflicts |
| 4. Vibrant rural community | 4.1 Diversify economy |
| | 4.2 Increase in agricultural revenue |
| | 4.3 Increase in recreational revenue |
| | 4.4 Diversify natural resource based business |
| | 4.5 Stable population |

4.2 Relevant Requirements

Purpose

The purpose of identifying relevant requirements is to ensure that the plan accurately represents current regulatory and legal requirements that are relevant to Rich County. It also ensures that CRM participants are aware of their compliance and legal obligations as well as other regulatory initiatives and conservation plans. This section describes the process for identifying, obtaining, and assessing current laws, and regulations to determine applicability to the Rich County CRM's activities. This process also establishes a process to keeping this knowledge up-to-date and manages emerging policy.

Responsibilities

The Rich County CRM is responsible for implementing or providing oversight for the implementation of this section.

Procedures

This procedure describes how relevant requirements are identified and determines if they are applicable to the management of natural resources in Rich County.

1. Identify Relevant Requirements.

Each agency, organization, and interested individual will identify laws, regulations, policy initiatives, conservation plans or programs, and any other changes to the political/legal framework that affects their ability to manage natural resources in Rich County. Relevant state, federal, and local requirements are presented in table 4.2.1.

2. Create summary of requirement changes.

The CRM coordinator will work with agencies, organizations, and interested individuals to compile a list of requirement changes that will form the agenda of an annual CRM meeting to discuss the applicability of these changes. The summary should include potential impacts to the way actions/methods are implemented, potential change to objectives, as well as any perceived opportunities.

3. Determine Applicability

Requirement changes discussed during the annual CRM meeting will be evaluated for applicability of revising table 4.2.1

A review of applicable requirements may be completed under the following situations:

- A new requirement is introduced or change that significantly affects the CRM's activities.
- A new action or method is agreed upon by the CRM (NEPA would also be required if planned for implementation on federal land or using federal money).
- Emerging/developing policy/plans present an opportunity for the CRM to shape the outcome.

4.3 Current/Historic Data

Purpose

The purpose of describing current and historic data is to determine characteristics and conditions of issues prioritized by the Rich County CRM. These descriptions will form the foundation of developing specific, achievable, and time-bound objectives. This section describes the elements required for describing the existing environment in Rich County. It also describes partnerships or coordination with organizations to assess and analyze data that has been gathered.

Responsibilities

The Rich County CRM is responsible for implementing or providing oversight for the implementation of this section.

Procedures

1. Data for the issues is described in this section. The issue description is reviewed every five years to determine if the data, analysis and interpretation is accurate and timely.
2. Interpretations of monitoring data as compared to data descriptions are also stored here when such comparisons are completed.

The following pages depict:

Table 4.3.1– data available per issue

Data summaries

4.4 Goals and Objectives

Purpose

The purpose of goals and objectives is to set management direction and describe the level of progress needed towards sustainability. Goals and objectives also set a target for the performance of management plans. This section describes the process for developing goals and objectives that are specific, measurable, achievable, relevant and time-bound.

Responsibilities

The Rich County CRM is responsible for implementing or providing oversight for the implementation of this section.

Procedures

The criteria for creating effective goals and objectives have been determined by the CRM Planning Committee as follows:

Goals identify the broad general direction that should be pursued throughout the life of the plan. Are more specific than the vision and describe the desired outcome. They state general problem to be changed.

Objectives describe measurable targets for demonstrating results. The objectives should be developed using the following guidelines:

Specific – The objective should be specific in describing the geographic area, population, or problem to be impacted.

Measurable - Includes the criteria for determining whether outcomes are achieved

Attainable - They should be attainable and realistic given physical, biological, social, or financial limitations.

Realistic – They should be realistic considering the legal, regulatory, and other requirements.

Time-bound - State the time frame in which to achieve the objective. The timeframe should also be realistic and be mindful of contingencies.

Goals and objectives have the following linear structure:

1.0 Vision Statement

1.1 Issue ——— Goal

1.1.1 Objective ——— Action (multiple if needed)

1.1.2 Objective ——— Action (multiple if needed)

1.2 Issue ——— Goal

1.2.1 Objective ——— Action (multiple if needed)

Other guidelines for writing objectives include: At least one objective per goal; Objectives should not use undefined terms such as maximize, minimize, increase, or decrease; Do not use “to” as the beginning of your goal/objective and avoid technical jargon

1. Goals and objectives are written and revised using the following information:
 - a. Vision
 - b. Issues related to Vision statements
 - c. Relevant requirements
 - d. Existing environment including baseline data or previous monitoring data and summaries.
2. Goals and objectives are reviewed on an annual basis.

A written list is presented on the following pages:

4.5.1 Rich, Healthy Ecosystems

The vision of rich, healthy ecosystems provides the foundation that will inherently improve the other visions the CRM Committee has for Rich County.

4.5.1.1 Goals

- 4.5.1.1.1 Manage county lands for productive, resilient, and properly functioning sagebrush, aspen, coniferous forest, riparian, and aquatic ecosystems.
- 4.5.1.1.2 Achieve flexibility of management consistent with the goals of this plan.
- 4.5.1.1.3 Maintain or improve diversity and abundance of plant and wildlife species congruent with available resources and the goals of this plan.
- 4.5.1.1.4 Prevent, eradicate, or control introduction and spread of noxious weeds and other invasive species.
- 4.5.1.1.5 Manage for watershed health, including increasing water infiltration and water quality.
- 4.5.1.1.6 Improve production and diversity of forage to be fairly allocated to livestock, wildlife, and land health through proper management.

4.5.1.2 Objectives

- 4.5.1.2.1 Manage to improve vegetation composition, age, structure, and form characteristics reflective of properly functioning rangelands while increasing forage production and nutritional value. (Goals 4.5.1.1.1, 4.5.1.1.2, and 4.5.1.1.6) Evaluation Criteria: Properly functioning rangeland status and trend.
- 4.5.1.2.2 Manage to improve forest and aquatic habitats for the benefit of wildlife and livestock. (Goals 4.5.1.1.1, 4.5.1.1.2 and 4.5.1.1.6) Evaluation Criteria: number of acres meeting standards.
- 4.5.1.2.3 Meet or move toward DWR targets for big game populations consistent with the herd unit management plans and the goals identified above. (Goals 4.5.1.1.1, 4.5.1.1.3, and 4.5.1.1.6) Evaluation Criteria: wintering population estimates.
- 4.5.1.2.4 Increase sage-grouse population numbers consistent with Rich County sage-grouse management plan. (Goal 4.5.1.1.3) Evaluation Criteria: sage-grouse counts on leks by UDWR.
- 4.5.1.2.5 Maintain or increase pygmy rabbit populations through life of plan based on forthcoming objectives in the UDWR conservation agreement. In the interim, manage to maintain or improve pygmy rabbit habitat. (Goal 4.5.1.1.3) Evaluation Criteria: UDWR to determine baseline.
- 4.5.1.2.6 Meet or move toward “Properly Functioning Conditions” of streams that have fisheries potential and expect to meet the goals and objectives of the Conservation

4.5 Goals and Objectives Table

Agreement and Strategy for Bonneville Cutthroat Trout as applicable to Rich County. (Goal 4.5.1.1.3) Evaluation Criteria: assess Proper Functioning Conditions on Rich County streams having fishery potential.

- 4.5.1.2.7 No net loss of identified population areas of other special status plant and animal species (i.e., Federally listed threatened, endangered, and candidate species; Forest Service and BLM sensitive and management indicator species; and state listed sensitive species) through life of plan. (Goal 4.5.1.1.3) Evaluation Criteria: species surveys in identified population areas.
- 4.5.1.2.8 Prevent, eradicate, or control number and area of infestations of noxious weed and other invasive species through life of plan. (Goal 4.5.1.1.4) Evaluation Criteria: Surveys completed by BLM, Forest Service, and County Weed Control.
- 4.5.1.2.9 Improve the watershed infiltration, recharge, and slow release into Rich County streams. (Goal 4.5.1.1.5) Evaluation Criteria: monitor rainfall events, stream flow volumes, sediment, soil compaction, litter, and reduction of woody vegetation to work towards an appropriate hydrograph.
- 4.5.1.2.10 Decrease the net pollutant loads contributed to streams by Rich County rangelands through life of plan to meet beneficial uses as defined by DEQ standards. (Goal 4.5.1.1.5) Evaluation Criteria: DEQ to monitor rangeland streams above the canal for water quality and monitor BLM water quality data.

4.5.2 Sustainable Agricultural Industry

This plan recognizes that agriculturists are typically closest to the resources, have a dependence on the long-term health of the land, and interact with the land on a day-to-day basis have the greatest incentive and opportunity to accomplish the goals and objectives of this plan.

4.5.2.1 Goals

- 4.5.2.1.1 Improve agricultural production and practices in Rich County consistent with the ecosystem goals and objectives set forth in this plan.
- 4.5.2.1.2 Maintain range-based livestock production as a mainstay of Rich County agriculture; increase the diversity of the rangeland sector.
- 4.5.2.1.3 Create flexibility and management alternatives to address climatic variability.
- 4.5.2.1.4 Establish Rich County as an example for quality resource management and stewardship.

4.5.2.2 Objectives

- 4.5.2.2.1 Increased management options/management flexibility for range-based livestock producers over life of plan. (Goals 4.5.2.1.3 and 4.5.2.1.4) Evaluation Criteria: number of pastures, options per allotment, seasons of use and establishment of grazing systems.

- 4.5.2.2.2 Increased production of forage, pasture, feed crops, and food crops, as well as livestock products, including red meat, over life of plan. (Goals 4.5.2.1.1, 4.5.2.1.2, and 4.5.2.1.3) Evaluation Criteria: number of total head months on grazing allotments, and review production as related to gross receipts as reported by the Department of Agriculture.
- 4.5.2.2.3 Improve agricultural stability over life of plan. (Goal 4.5.2.1.3) Evaluation Criteria: acres in agriculture, variance in production, and season of use.
- 4.5.2.2.4 Increase coordination among and between ranchers/farmers to take advantage of technological advances and service programs. (Goal 4.5.2.1.4) Evaluation Criteria: attendance at CRM meetings; number of CRM promoted workshops; and number of programs by extension, NRCS, USU, and Rich County.

4.5.3 Diverse Recreational Opportunities

This plan recognizes that Rich County provides abundant, diverse recreational opportunities that should be protected and preserved for visiting guests and future generations.

4.5.3.1 Goals

- 4.5.3.1.1 Provide diverse recreational opportunities in Rich County to local and regional residents, visitors traveling through the county, and destination visitors from more distant locales.
- 4.5.3.1.2 Insure that recreation in Rich County is consistent with the ecosystem and agricultural goals and objectives outlined above.
- 4.5.3.1.3 Promote recreational opportunities that help the users understand the ecosystem goals and the management used to achieve them.
- 4.5.3.1.4 Support the establishment of appropriate recreational user fees and methods to generate cost of production revenue from healthy wildlife populations. Care should be taken to assure that dollars are spent wisely to improve the resources of Rich County for future generations.

4.5.3.2 Objectives

- 4.5.3.2.1 Maintain/improve recreational visitor days and length of visitor stays, across the spectrum of recreational opportunities through life of plan. (Goal 4.5.3.1.1) Evaluation Criteria: visitor days and length of stay determined by Rich County Tourism and the Bear Lake Visitors Bureau.
- 4.5.3.2.2 Provide appropriate public land access over life of plan. (Goal 4.5.3.1.2) Evaluation Criteria: number of motorized access points by type.
- 4.5.3.2.3 Improve coordination with, and utilization of, DWR game management and harvest regulations and programs (e.g., limited-entry hunting units and CWMU program).

4.5 Goals and Objectives Table

(Goals 4.5.3.1.2 and 4.5.3.1.4) Evaluation Criteria: number of RAC meetings attended by designated CRM member, and number of CWMUs and associated private acres.

- 4.5.3.2.4 Increase commercially outfitted and guided opportunities for hunting, fishing, birding, and other ecotourism forms of outdoor recreation. (Goal 4.5.3.1.3) Evaluation Criteria: number of permits issued, number of guide days, and number of outdoor recreation shops.
- 4.5.3.2.5 Provide educational information to the public to promote environmentally sound recreation and ecosystem goals and the management used to achieve them. (Goal 4.5.3.1.3) Evaluation Criteria: number of public educational events, number attending public educational events, number of contacts to Forest Service and BLM personnel while on patrols, number of newspaper articles, number of educational outlets, and number of website hits.
- 4.5.3.2.6 Plan and manage activities that minimize conflicts among recreation users, land owners and managers (private and public lands), and wildlife. (Goal 4.5.3.1.2) Evaluation Criteria: number of trespass complaints, number of citations issued.

4.5.4 Vibrant Rural Community

This plan recognizes that Rich County needs to have a vibrant rural community in order to provide for its residents and future generations.

4.5.4.1 Goals

- 4.5.4.1.1 Increase the diversity of industries within Rich County consistent with plan goals.
- 4.5.4.1.2 Insure that economic activity on Rich County rangelands is consistent with goals and objectives set forth in this plan.
- 4.5.4.1.3 Increase the contribution of agriculture to Rich County's economy.
- 4.5.4.1.4 Increase the contribution of recreation to Rich County's economy.
- 4.5.4.1.5 Address opportunities to diversify Rich County's natural resource-based economy.

4.5.4.2 Objectives

- 4.5.4.2.1 Identify means to diversify the economic activities within the county. (Goals 4.5.4.1.1 and 4.5.4.1.5) Evaluation Criteria: number of new business categories.
- 4.5.4.2.2 Increase revenues from livestock sales and other agricultural products through life of plan. (Base on current and target figures, from county tax records and other sources.) (Goals 4.5.4.1.2 and 4.5.4.1.3) Evaluation Criteria: numbers of livestock sold, gross receipts for livestock sales, and gross receipts for crop sales.
- 4.5.4.2.3 Increase revenues from recreational spending through life of plan. (Base on current

4.5 Goals and Objectives Table

and target figures, from county tax records and other sources.) (Goal 4.5.4.1.2)
Evaluation Criteria: amount spent on recreational activities and county tax revenues.

4.5.4.2.4 Identify alternative natural resource-based commercial activities such as hydro-power, wind energy, and/or oil & gas development and establish criteria where and if such activities would be permitted. (Goals 4.5.4.1.1 and 4.5.4.1.5) Evaluation Criteria: number of proposals to the BLM, magnitude of proposals, and measures of economic activity.

4.5.4.2.5 Work toward a stable or increasing county population and per capita income. (Base on current and target figures, from county tax records and other sources.) (Goals 4.5.4.1.1 through 4.5.4.1.5) Evaluation Criteria: population figures and census records.

**4.5 Goals and Objectives
Table**

4.5 Actions and Methods

Purpose

The purpose of identifying potential actions and methods is to create a toolbox from which situation or issue specific implementation plans may extract guidance from. This section describes potential actions or methods, lists the impacts (both positive and negative) in environmental, social, and economic terms where possible. It also lists criteria for determining where potential actions/methods are feasible and associated best management practices. A process for updating this information is also established.

Responsibilities

The Rich County CRM is responsible for implementing or providing oversight for the implementation of this section.

Procedures

Actions/methods have been developed by the CRM Committee to be used as tools to achieve the above objectives. The specific action/method to be used depends on the desired outcome of the objective. Actions/methods are identified below for each of the vision statements described above.

1. Methods are updated as new information, or ideas are presented to the CRM group.

The actions and methods are described in following pages:

4.6.1 Rich, Healthy Ecosystems

- 4.6.1.1 Incorporate the adaptive management process. (Flexible management in which management actions are modified periodically in response to monitored results to improve progress toward planned goals.)
- 4.6.1.2 Implement grazing management practices that improve rangelands and forests (e.g., grazing period, season of use, proper rest, kind of livestock, numbers of livestock, grass banks, riparian protection, etc.) and adopt a monitoring strategy that ensures progress towards specified goals and objectives. Establish an appropriate schedule to review monitoring data and prepare a report for the Rich County CRM. This report would present the achievements and challenges gained during implementation of this plan.
- 4.6.1.3 Work with the monitoring group to assemble, at the allotment level, the desired conditions needed to meet the plan goals. (Suggestion: this may be in both table and map form using the NRCS potential site descriptions, BLM standards, or FS desired plant community.) Identify those lands now meeting the desired condition and those lands that do not yet meet them. Using the adaptive management model, match the need to maintain or restore habitat using the methods listed below.
- 4.6.1.4 Fire, grazing, mechanical, and chemical treatments and site rehabilitation efforts focused on multiple values for multiple uses and ability to make the highest return on investment. Possible treatment options include but are not limited to:
- Brush crunch
 - Disk
 - Dixie harrow
 - Prescribed burns
 - Wildfire management and rehabilitation protocol for the entire county (i.e., agreements among all agencies involved in fire control and land management)
 - Spike application
 - Lawson pasture aeration
 - Chaining of woody species to meet habitat objectives
 - Seeding using appropriate seed mixes
 - Biological, chemical, and prescribed grazing control of undesirable plant species
 - Intensely managed grazing protocols (smaller focused areas) to accomplish specific objectives
 - Thinning of forested areas
 - Other management methods and tools that will accomplish management goals and objectives

The above treatment options could be implemented individually or in any combination to achieve the objectives of this plan.

Assurance of adequate rest following treatments will be applied based on NRCS recommendations. Before untested vegetation treatments are applied on a wide scale, test them in a similar habitat. These tests should include adequate pretreatment baseline data collection, after treatment monitoring and analysis. Relevant planning team members should be involved in these tests and information about the tests available to the public.

- 4.6.1.5 Voluntary or agency mandated changes in management of authorized/permitted uses (e.g., grazing/wildlife forage allocation, logging, ORV use, and travel plans). Consensus developed management strategy for all compatible/authorized/permitted multiple uses and a means to measure progress and assure compliance.
- 4.6.1.6 Establish “species of concern” sub-committee of the CRM.
- 4.6.1.7 Support UDWR wildlife management projects consistent with this plan. Cooperate with DWR to adjust herd unit goals, based on appropriate data, to meet the goals of this plan. Work as a group through the wildlife RAC process to support wildlife management strategies.
- 4.6.1.8 Landowner participation in conservation arrangements and partnerships (e.g., conservation and agricultural easements, Farm Bill conservation programs, and partnership programs administered by the NRCS).
- 4.6.1.9 Support and participate in practical, systems-based research such as that being conducted by Utah State University through the Utah Sustainable Ecological Resources Partnership.
- 4.6.1.10 Encourage stream restoration projects, where justified, to meet natural management thresholds. Stream restoration projects could include: biological methods, gabions, planting of vegetation, fencing, actions to improve pool/riffle ratio, and other acceptable practices.
- 4.6.1.11 Foster productive relationships with groups and organizations that have a sincere interest and proactive track record for accomplishment. Through the implementation of this plan and the 4C’s, help Rich County become a resource management example that will have a positive impact on administration, legislation, and organization of public land agencies.
- 4.6.1.12 Participate in TMDL efforts in Rich County.

4.6.2 Agricultural Industry

- 4.6.2.1 Voluntary or agency mandated changes in management of authorized/permitted agricultural uses.
- 4.6.2.2 Establish time control grazing practices to improve production, resource health, and wildlife opportunity. This could include combining or blending allotments to enhance flexibility, improve economics, and improve resource health at the landscape scale.
- 4.6.2.3 Promote the identification and use of reserve common allotments (grass banks) and voluntary allotment restructuring.
- 4.6.2.4 Improved organization at the allotment level (e.g., formal organization, leadership, bylaws, accountability, etc.).
- 4.6.2.5 Formulate a fair and balanced way for livestock, wildlife, recreation, timber, mining, oil

4.5 Actions and Methods Table

& gas, and other commercial uses to finance improvements and maintenance of the long-range plan.

4.6.3 Diverse Recreational Opportunities

- 4.6.3.1 Initiate actions at the federal, state, county, municipal, and private level to promote Rich County outdoor recreational opportunities. Examples include newspapers, websites, promotional/educational CD's, public interest announcements, etc.
- 4.6.3.2 Establish an access committee to work with interested motorized and non-motorized users to promote road/trail use consistent with the plan.
- 4.6.3.3 Develop recreational infrastructure (e.g., trails, campgrounds, boat-launches). Provide overnight campgrounds, picnic areas, fisherman access points, etc.
- 4.6.3.4 Evaluate impacts and develop a strategy to provide optimal public land access congruent with the goals of this plan.
- 4.6.3.5 Increased local participation in RAC activities and DWR extension efforts by CRM Committee to promote such activities and DWR programs.
- 4.6.3.6 Establish CRM Committee member on the Northern Region RAC Committee.
- 4.6.3.7 Develop partnerships with the Outdoor Retailers' Association, reputable sportsmen's groups, and other organizations who recognize the value of cooperation and systems management.
- 4.6.3.8 Improve quality of fisheries through enhancement of streams, use of foot bridges, fencing, improving pool/riffle ratio, etc.
- 4.6.3.9 Improve quality of hunting through habitat enhancement, access, guided hunting, education, etc.

4.6.4 Vibrant Rural Community

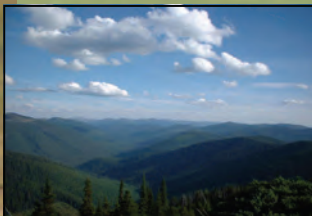
- 4.6.4.1 Promote natural resource education within Rich County.
- 4.6.4.2 Work with experienced, knowledgeable professionals to help educate the public on wise management.
- 4.6.4.3 Establish an economic development outreach committee in Rich County.
- 4.6.4.4 Create an economic development plan.
- 4.6.4.5 Work with the agencies and private organizations to develop criteria for use in making determinations about where, when, and under what conditions resource-based commercial activities such as wind energy would be considered.

4.5 Actions and Methods Table

5.0 Implementation

The implementation section describes elements that assist in the completion of on-the-ground strategies, and those used to implement the county-wide CRMS. Both are intertwined and necessary to have a long-term, landscape level impact. They comprise the “do” elements in the “plan-do-check-act” system. The section is organized as follows:

| Processes | Outcomes |
|---|--|
| 5.1 Management Plans Are related to a specific geographic location such as an allotment management plan or targeted to a specific issue such as a sensitive species plan. | Management Plan Guidelines |
| | Management Plan Cover Sheet/ Checklist |
| 5.2 Structure and Responsibilities Describes the overall CRM structure and outline the roles of work groups and technical teams. | Roles and Responsibility Charts |
| | Scopes of Work, Position Descriptions |
| 5.3 Communication and Information Systems Describe strategies used by the CRM to distribute information. | Contact Information |
| | Meeting Management Guidelines |
| | Website Governance |
| | Public Notice Flyer |
| 5.4 Training Describe strategies for raising awareness and or competency in selected areas | Training/Education Table |
| 5.5 Documentation | Program tracking Sheet |
| | File Structure Sheet |



5.1 Management Plans

Purpose

The CRM will facilitate the development of situation/issue management plans that contribute to achievement of the landscape level goals and objectives. It is intended that these plans involve the individuals and organizations closely affiliated with a particular area or issue. The template for these plans have been developed using the lessons learned from planning and implementing the Duck Creek project. This section describes the process for planning, developing CRM approval, implementing, monitoring, and reviewing situation/issue implementation plans. Guidelines for developing such a plan are found on the following pages.

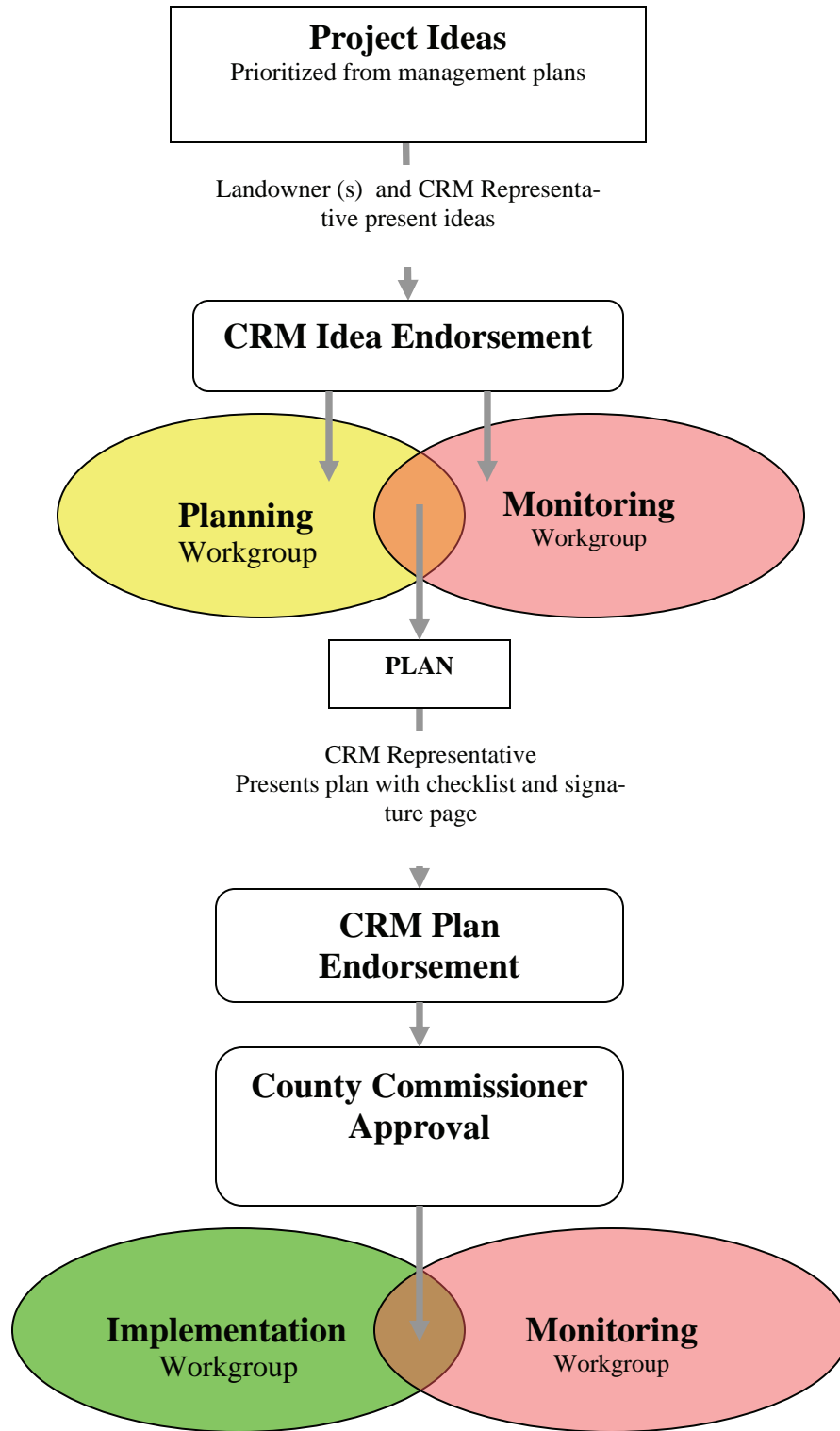
Responsibilities

The Rich County CRM is responsible for providing oversight for the activities in this section. The CRM's Project Planning Workgroup is responsible for implementing this section in cooperation with individuals and organizations that are closely affiliated with a particular area or issue.

Procedures

1. Plans are written and approved per flow chart 5.1.1 in that the CRM will facilitate coordination and tracking of projects in the county-wide landscape.
2. The management plan guidelines and checklist are to facilitate the development of plans that are easily coordinated through planning, implementation, and monitoring.
3. The coversheet is to document the consensus-based endorsement of plans in development.
4. Progress on plans being written, or implemented will be presented to the CRM monthly unless other arrangements are stipulated in the plan. These updates will be recorded on the plan tracking sheet.

Flowchart 5.1.1: Plan Development



Management Plan Guidelines

Groups representing all kinds of interests in Rich County are striving to work together to achieve better natural resource conditions. They are doing this through better cooperation, planning, implementation, and accountability. This guideline is intended to complement the efforts of many diverse organizations in project planning. It helps to ensure that future plans contain the elements important to coordinate efforts and leverage resources. It also serves to ensure that plans endorsed by the Rich County Coordinated Resource Management Committee (CRM) can be integrated into the County's Coordinated Resource Management System (CRMS). The following illustrates the procedure for submitting plans to the CRM for approval:

- Interested individuals, agency, organization generates ideas on how to achieve values that are reflected in the CRM's Vision, Goal, and Objectives.
- Interested stakeholder/s work with CRM member to present preliminary ideas at a CRM meeting for approval to receive support in further planning.
- Upon preliminary approval, the CRM coordinates the resources to assist the interested stakeholder/s in preparing a plan that describes this guideline's elements.
- When the plan is complete it is distributed to the CRM members for review. A presentation about the plan is made at a CRM meeting and questions from CRM members are answered. The plan is formally endorsed or returned to the planning workgroup for addition development.
- Upon formal endorsement the CRM assists the interested stakeholder/s in fundraising and implementation.

The guideline has been written to encompass a wide range of plans and planning processes used by various agencies. The success of plans being endorsed by the CRM depends upon the commitment of those who propose the plan and are responsible for its management into the future. That commitment is best demonstrated to the CRM by adequately describing elements in the proposed plan.

1.0 Values

The plan shall and describe the following:

- A description of plan's action area.
- The natural resource, economic and societal values the plan will achieve and how they are consistent with the CRM's vision and goals.
- A list of objectives for this plan that are consistent with the CRM's but appropriate to the scale and scope of the action area. These objectives should be specific, measurable, relevant, and time-bound.
- The commitment by **all** stakeholders to implement and continual improvement to obtain the values encompassed by the plan.

2.0 Condition/Impact Assessment

The plan shall describe the location and conditions of natural resources that are not consistent with the objectives of this plan and the legal or other requirements of the

landowner. Previously collected monitoring data shall be considered, including agency assessments, photos, and interviews from permittees or landowners. Pre-monitoring should address any gaps in data if appropriate. These identified issues shall be addressed by the strategies of this plan.

3.0 Strategies

The plan shall describe strategies for addressing the issues identified in the condition/impact assessment. It shall include:

- Description of the management actions used to achieve the plan's objectives.
- Authorizations, environmental analysis, surveys or other permits needed to accomplish the management actions and how these will be obtained.
- A time-line or schedule to illustrate the order in which actions need to be coordinated.

4.0 Implementation Structure and Responsibility

The plan shall describe the role, responsibilities and authorities by which the management actions outlined in this plan will be accomplished. At a minimum the plan shall identify the persons responsible for the following:

- Overall project implementation.
- Monitoring activities (according to longevity if tied to funding).
- Management of nonconformances, and corrective actions.
- Plan review
- Reporting to the CRM.

The type and level of participation by all stakeholders will also be described.

5.0 Monitoring

The plan shall describe the process for evaluating the progress of natural resource, economic, or social conditions towards the objectives of this plan. The following elements of monitoring shall be described:

- Measurable parameters that are relevant to the issues identified in the condition/impact assessment.
- Methods for evaluating the parameters.
- Frequency of evaluation.
- Documentation of the evaluation results.
- Where and how the documentation is managed/stored.

The above descriptions apply to all monitoring. Monitoring that is short-term, action-specific, research-oriented, or limited by funding shall be noted.

6.0 Nonconformance

The plan shall describe a process for stakeholders to identify, investigate, and manage nonconformance so that they do not cause impacts that slow or prevent the achievement of this plan's objectives. Preventative and/or corrective actions shall adequately address the nonconformance and its associated impacts. The plan shall also describe how nonconformances are tracked, and documented.

7.0 Records

The plan shall describe how management decisions and actions will be documented. The plan will also identify where this information will be stored. Records should be managed in such a way that documentation is complete to demonstrate that the plan is being followed and the results are valid. Records shall be accessible to the CRM for audits. The CRM may conduct audits to ensure that the implementation of this plan conforms to the arrangements described.

8.0 Review/Evaluation and Audits

The plan shall describe the process by which interested stakeholders review the necessary information to determine progress towards this plan's objectives. This review shall occur at least annually and will be documented for review by the CRM.

Rich County CRMS Management Plan Checklist

- 1. Introduction and Values**
 - Description of action area (map if necessary).
 - List of measurable objectives consistent with CRM's.
 - Landowner and all stakeholders have committed to implement and continually improve to accomplish objectives. (Signature page if necessary).

- 2.0 Condition/Impact Assessment**
 - Current natural resource conditions are described (pre-monitoring has been conducted if necessary).

- 3.0 Strategies**
 - Descriptions of management actions.
 - List of authorizations, analysis, clearances, and any other permits necessary.
 - A schedule or timeline coordinating implementation actions.

- 4.0 Implementation Structure and Responsibility**
 - Roles and responsibilities are listed that adequately describe implementation actions.

- 5.0 Monitoring**
 - Measurable parameters related to the objectives are listed.
 - Methods for monitoring are described.
 - Frequency and length of monitoring methods are described.
 - A description of where the data collected will be managed/stored.

- 6.0 Nonconformance**
 - A process for nonconformance is described.

- 7.0 Records**
 - A description for how management decisions and actions are documented.

- 8.0 Review**
 - A schedule for CRM review and/or audits.

RICH COUNTY CRM

Project Signature Page

Accompanies plans that are endorsed by Rich CRM Committee and
County Commission

CRM Idea Endorsement:

Date: _____ CRM Chair: _____

Plan Completion:

This plan has met the suggestions of the planning checklist.

Date: _____ CRM Representative: _____

Plan Participants:

| | |
|-------|-------|
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |

CRM Plan Endorsement:

Date: _____ CRM Chair: _____

Rich County Commission Approval:

Date: _____ Commission Chair: _____

5.2 Structure and Responsibility

Purpose

The purpose of defining the structure and responsibilities of the CRM is to clarify expectations and create efficient relationships for the implementation of this CRMS. This section describes the roles, responsibilities, and authorities of organizations and individuals involved. A flow chart describes the relationships between established positions of responsibility.

Responsibilities

The Rich County CRM is responsible for implementing or providing oversight for the implementation of this section.

Procedures

1. The CRM will annually review its structure to determine if it is suited to the needs of committee participants. This includes determining the need to invite additional stakeholders. If necessary, the Rich County Commission will create changes to the structure of the CRM or invite participate of additional stakeholders.
2. At least annually the CRM committee with review the roles and responsibilities of all workgroups and technical teams to evaluate their performance. If necessary, the roles and responsibilities may be changed.
3. At least annually the CRM committee will evaluate the performance of contractors, consultants, or employees that are responsible to CRM due to financial compensation.

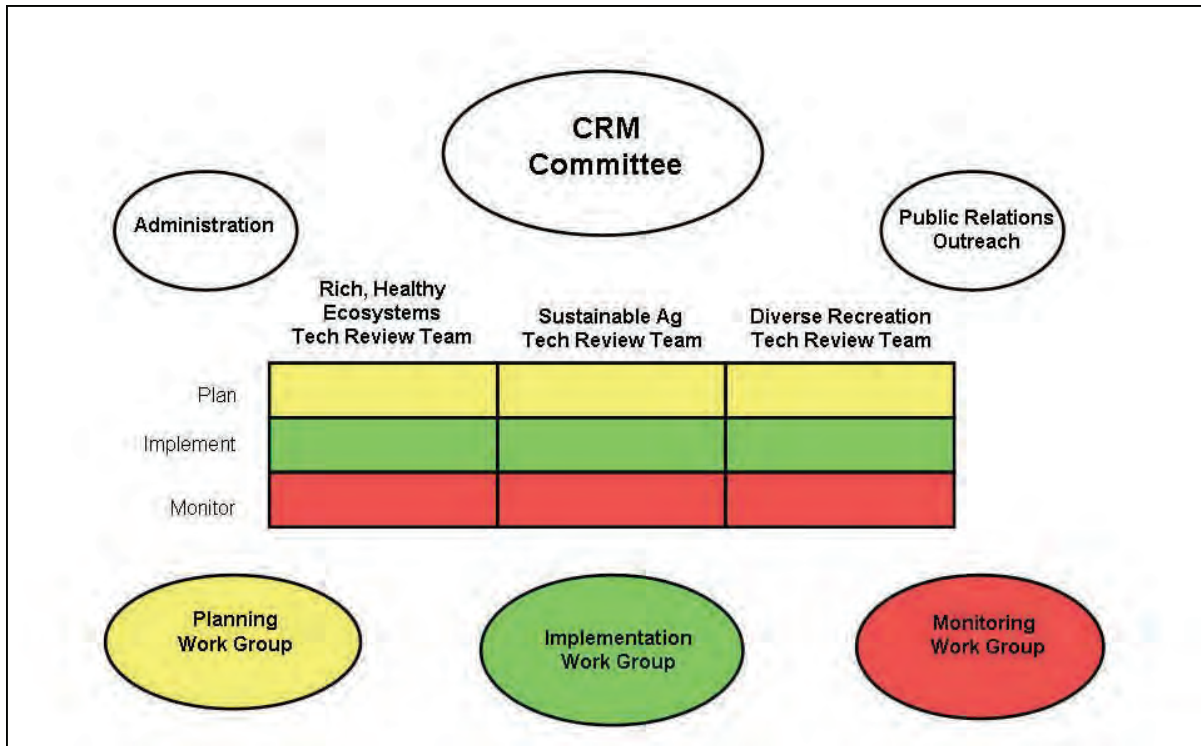
CRM Organization

Chart 5.2.1

Chart 5.2.1 illustrates the overall structure of the CRM. The roles and responsibilities of workgroups, and technical teams are illustrated in the following order:

CRM Committee and member responsibilities
Issue Specific Teams
Administration
Public Outreach
Planning Workgroup
Implementation Workgroup
Monitoring Workgroup

Rich County CRM Committee



5.2 Structure and Responsibility

CRM Committee Member Roles and Responsibilities:

Rich County CRM Issue Teams

The teams are to provide leadership in managing issues by working to achieve objectives outlined by the CRM. The following roles are consistent among the three teams.

- Review trends in data
- “Ground truth” goals and objectives assigned to workgroups
- Select management actions
- Involvement in revising/writing management plans and submit to CRM
- Oversee implementation of management plans
- Organize training
- Evaluate progress towards objectives
- Provide reports/recommendations to CRM

| Rich, Healthy Ecosystems Group | |
|---------------------------------------|--|
| Responsibilities: | <ul style="list-style-type: none"> Sensitive Species Management Plan (including sage grouse) TMDL process Monitor and coordinate weed management Revision of deer herd unit management plans Allotment management plans Vegetation management involvement Participate in UPCD and RAC’s |

| Sustainable Agricultural Industry | |
|--|--|
| Responsibilities: | <ul style="list-style-type: none"> Economics Increased productivity / efficiency opportunities Grass banks on federal and private ground Drought management Participate in TMDL process |

| Diverse Recreational Opportunity | |
|---|---|
| Responsibilities: | <ul style="list-style-type: none"> Revision of herd management plans RAC participation Travel Plan Studies in access management Special events Atv’s and hunting Economics |

Rich County CRM Administration

Document and Organize everything!

The overall CRMS is designed so that an external party can review decisions and progress made by the CRM at any time and come to an independent decision that continual improvement is being made to on the ground resources

Overall

- Ensures that the CRM manual is updated and reflects the reality of CRM effort
- Develop and maintain a central filing system (as reflected in 5.5 Documentation)

Planning

- Organize and document the data used in the CRM planning process
- Organize and ensure that each plan being developed is following the management plan guidelines, and has a signed cover sheet.

Implementation

- Document monthly CRM meetings through notes
- Document monthly progress of planning, implementation, and monitoring efforts through the Rich Co CRM Program tracking sheet
- Organize documentation that supports progress being reported on.

Checking

- Document nonconformances and the data the supports them
- Document data that gives direction towards achievement of CRM objectives

Rich County CRM Public Outreach

Overall

- Inform the public of:
 - Meeting dates, times, and locations
 - Open participation to all who are interested

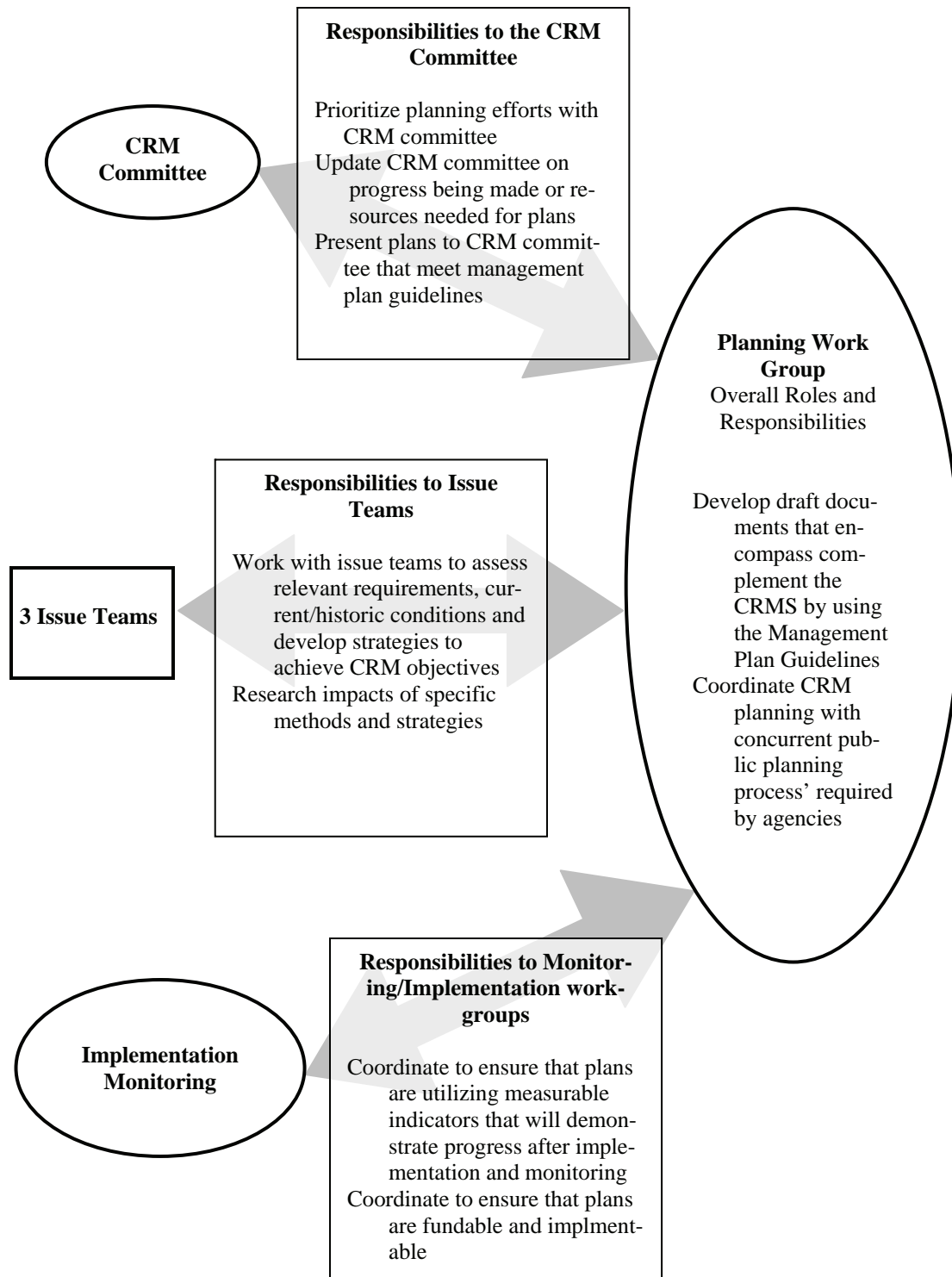
Public Relations

- Research strategies to tailor messages assist in the promotion of CRM ideals
- Develop press releases or other media to showcase success of CRM committee, teams, and workgroups

Training

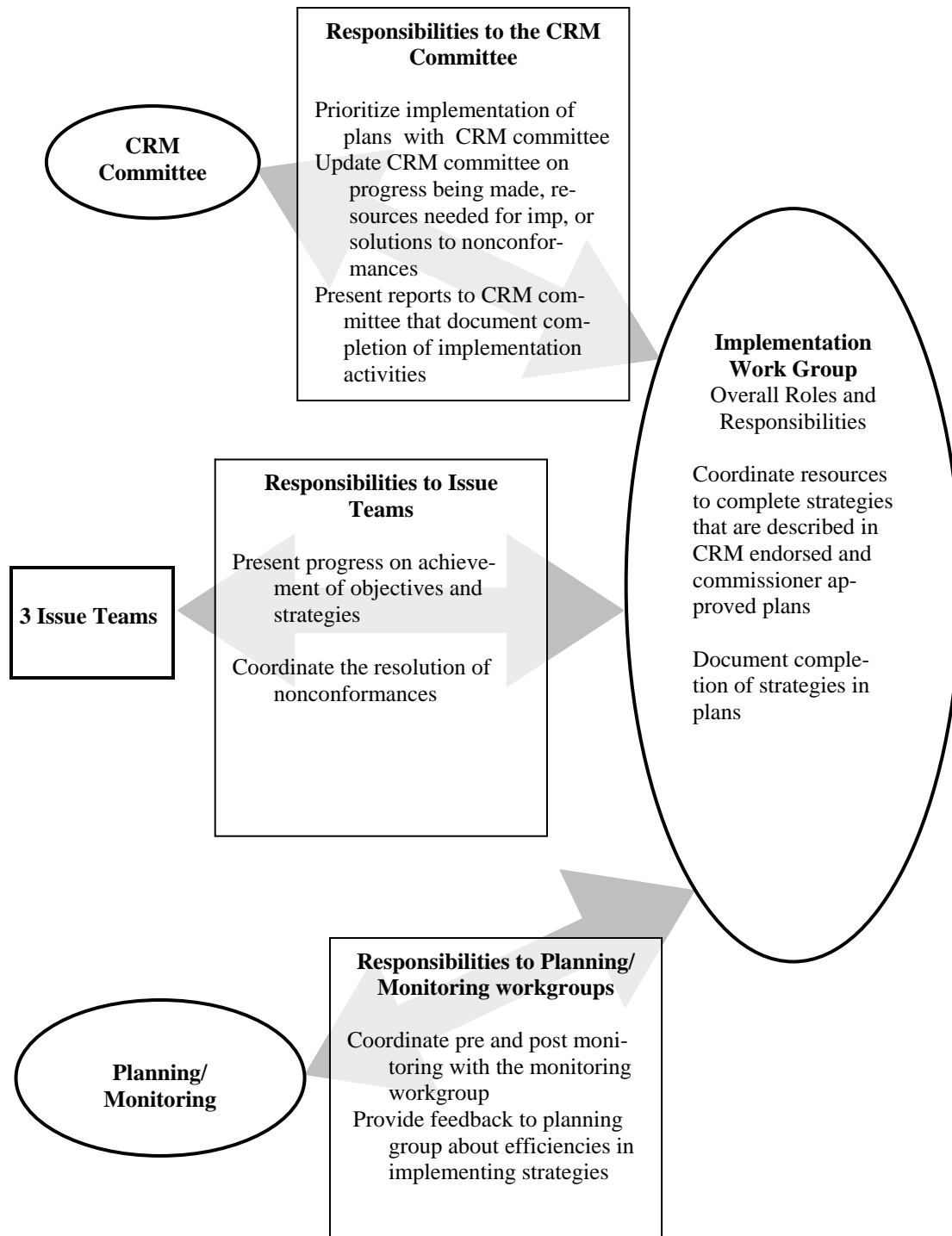
- Develop trainings to assist in the orientation of new members of the CRM committee, teams, or workgroups

Rich County CRM Planning Workgroup

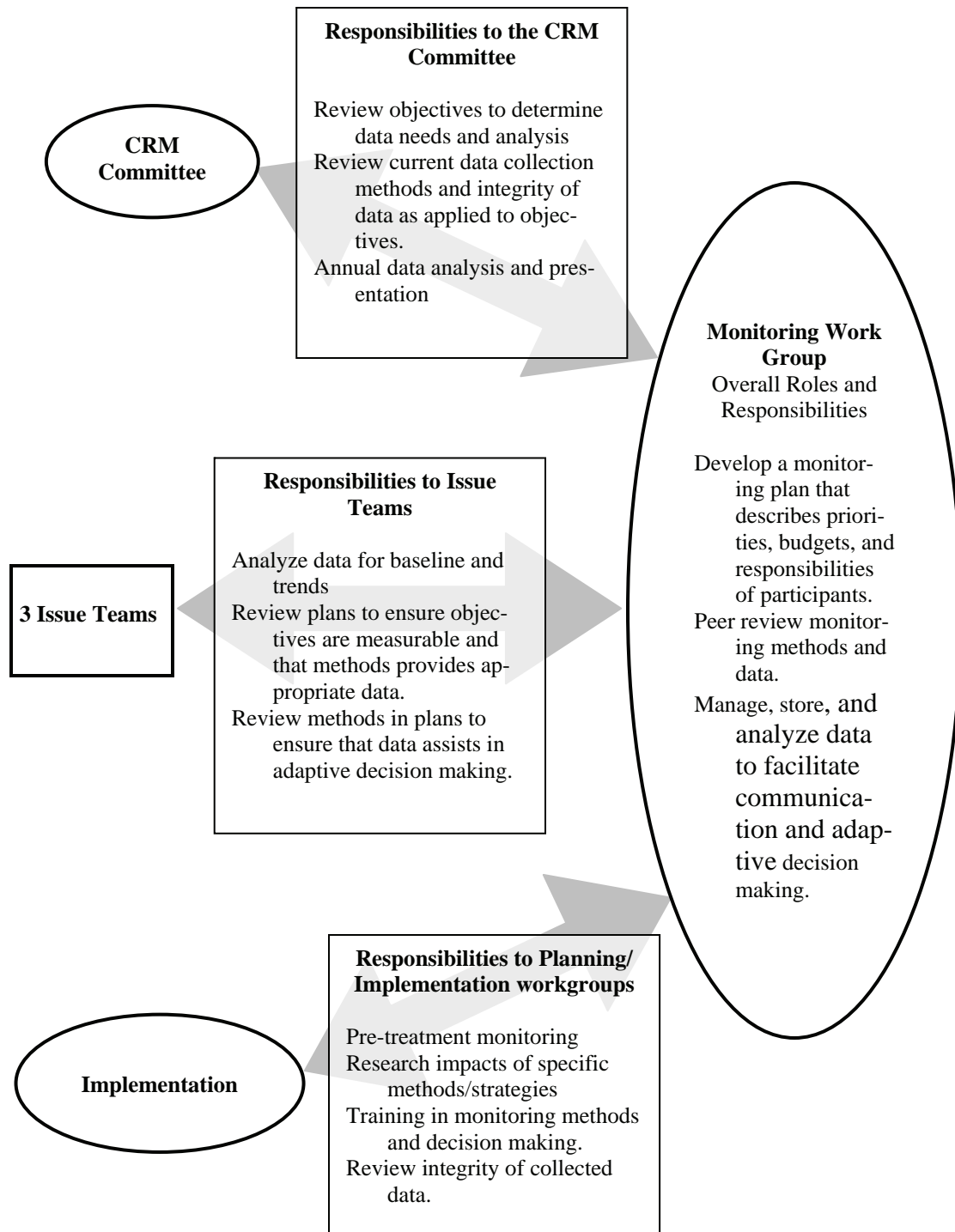


5.2 Structure and Responsibility

Rich County CRM Implementation Workgroup



Rich County CRM Monitoring Workgroup



5.2 Structure and Responsibility

5.3 COMMUNICATION AND INFORMATION SYSTEMS

Purpose

The purpose of established communication and information systems are to keep interested organizations and individuals aware of changes to information and activities. It also accomplishes the following:

- Inform public and make participants aware of the overall CRM progress
- Provide the basis for interested individuals to voice concern about natural resource issues in Rich County.
- Report to participants the results of monitoring, audits, and review.

As a result participation is more efficient and effective. This section describes the process for CRM communication so that it is coordinated, documented, and handled accordingly. This section also describes guidelines for the development of an information system that manages data in a timely and useful manner.

Responsibilities

The Rich County CRM is responsible for implementing or providing oversight for the implementation of this section. The CRM committee is supported in all aspects of external communication by the Public Relations and Outreach Workgroup.

Procedures

Table 5.3.1 describes the various activities that share information internally and externally.

1. Establish and annually review internal and external communication processes. A summary of these process is found in table 5.3.1
2. Additional information regarding communications is found in appendix xx.

| Activity | Internal/External | Other information |
|---|--------------------------|-------------------------------|
| CRM Committee Contact s | Internal | Table |
| Workgroup/ Team Contact List | Internal and External | Table |
| CRM General Email Distribu- tion List | Internal | List |
| Monthly CRM Committee Meeting Guidelines | Internal | Ground rules |
| Rich Co CRM Website | Internal and External | Website Management Governanee |
| Public Meeting Notices | External | Flyer |
| CRM Committee Meeting Notes | Internal and External | |

| Name | Association(s) | Address | City | St. | Zip | Telephone | email |
|--------------------------|------------------------------|---------------|------------|-----|------------|----------------|--|
| Committee Members | | | | | | | |
| Norm Weston | Rich County Commission | PO Box 383 | Randolph | UT | 84064 | (435) 881-2710 | normweston@yahoo.com |
| Ben Agryle | Local Govt Ag Offices | PO Box 67 | Randolph | UT | 84064 | (435) 793-2345 | |
| Jim Karpowitz | Utah Division of Wildlife Re | PO Box 146301 | SLC | UT | 84114-6301 | (801) 538-4700 | jimkarpowitz@utah.gov |
| Mike Welch | QRM | 5147 S 5100 W | Hooper | UT | 84315 | (801) 725-9524 | MWELCH5147@msn.com |
| Lee Jones | Sportsmen | PO Box 302 | Randolph | UT | 84064 | (435) 793-3191 | |
| John Kimball | Outside County At Large | PO Box 60 | Huntsville | UT | 84317 | (801) 745-0506 | jkimball@damfastnet.com |
| Wes Tingey | County Region 1 | PO Box 520 | Woodruff | UT | 84086 | (435) 793-4229 | wtingey@allwest.net |
| Alvin Shaul | County Region 2 | PO Box 72 | Randolph | UT | 84064 | (435) 793-5095 | pshaul@allwest.net |
| Reed Groll | County Region 3 | PO Box 14 | Randolph | UT | 84064 | (435) 793-5655 | |
| Stuart Wamsely | County Region 4 | PO Box 67 | Lake Town | UT | 84038 | (435) 946-3221 | |
| Mike Gates | Salt Lake BLM | 2370 S 2300 W | SLC | UT | 84119 | (801) 977-4300 | mgates@ut.blm.gov |
| Curtis Warrick | State Office BLM (UPCD) | 2370 S 2300 W | SLC | UT | 84119 | (801) 977-4332 | cwarrick@ut.blm.gov |
| Craig Hoffman | Business | PO Box 308 | Randolph | UT | 84064 | (435) 793-5325 | |
| Bill Fenimore | Wild Bird Center | 1860N 1000W | Layton | UT | 84041 | (801) 699-9330 | birderb@aol.com |
| Rob Cruz | Forest Service | 1500E Hwy89 | Logan | UT | 84321 | (435) 755-3620 | rcruz@fs.fed.us |
| Tim Hawkes | Trout Unlimited - Utah | PO Box 900054 | Sandy | UT | 84090-0054 | (801) 747-0747 | thawkes@tu.org |
| Claudia Cottle | Bear Lake Watch | | | | | | Bearlakewatch@aol.com |
| Scott Pratt | USU Extension | PO Box 408 | Richmond | UT | 84333 | (435) 258-3723 | optionmgt@msn.com |
| Alternates | | | | | | | |
| Chip Sibbermson | Forest Service | 527 25th St | Ogden | UT | 84401 | (801) 625-5112 | csibbermson@fs.fed.us |
| Robert Hasenyager | Utah Division of Wildlife Re | 515E 500S | Ogden | UT | 84405 | (801) 476-2745 | roberthasenyager@utah.gov |

**5.3 Communication and Information
CRM Contact List**

| Name | Association(s) | Address | City | St. | Zip | Telephone | email |
|---|-------------------------------------|--------------------|------------|-----|-------|----------------|--|
| Project Planning Work Group | | | | | | | |
| John Haskell | Consultant | PO Box 250 | Woodruff | UT | 84086 | (435) 881-2871 | jhaskell@cc.usu.edu |
| Steve Kearn | QRM | 70 Camp Stewart Rd | Montpelier | ID | 83254 | (435) 793-4552 | skearl@cs.com |
| Tim Julander | USDA-NRCS | PO Box 97 | Randolph | UT | 84064 | (435) 793-3905 | tim.julander@ut.usda.gov |
| Pam Schuller | Salt Lake BLM | 2370S 2300W | SLC | UT | 84119 | (801) 977-4356 | pschuller@ut.blm.gov |
| Pam Kramer | Utah Division of Wildlife Resources | 515E 500S | Ogden | UT | 84405 | (801) 476-2775 | pamkramer@utah.gov |
| Permittee/landowner as determined by area | | | | | | | |
| Ron Greer | Utah Division of Wildlife Resources | 515 E 5300 S | Ogden | UT | 84405 | | rongreer@utah.gov |
| Project Planning Work Group | | | | | | | |
| John Haskell | Consultant | PO Box 250 | Woodruff | UT | 84086 | (435) 881-2871 | jhaskell@cc.usu.edu |

**5.3 Communication and Information
CRM Workgroup Contact List**

| Name | Association(s) | Address | City | St. | Zip | Telephone | email |
|------------------------------|----------------------------|--------------------|--------|-----|-------|----------------|--|
| Monitoring Work Group | | | | | | | |
| Bill Fenimore | Wild Bird Center | 1860N 1000W | Layton | UT | 84041 | (801) 699-9330 | birderb@aol.com |
| Tom Edwards | USU | 5230 Old Main Hill | Logan | UT | 84322 | 435-797-2529 | tce@nr.usu.edu |
| Ron Ryel | USU | | | | | 435-797-8119 | Ron.ryel@usu.edu |
| Curtis Warrick | State BLM | 2370 S 2300 W | SLC | UT | 84119 | (801) 977-4332 | cwarrick@ut.blm.gov |
| Jim Catlin | Wild Utah Project | | | | | 801-328-3550 | wup@xmission.com |
| Randy Swilling | Salt Lake BLM | | | | | 801-977-4373 | randy_swilling@blm.gov |
| Mike Gates | Salt Lake BLM | | | | | 801-977-4342 | michael_gates@blm.ut.gov |
| Bryce Nielson | DWR | | | | | 435-946-8501 | brycenielson@utah.gov |
| Joan Degiorgio | Nature Conservancy | | | | | 801-238-2327 | jdegiorgio@tnc.org |
| James N. Davis | DWR | | | | | 801-356-5122 | jimdavis@utah.gov |
| Scott Walker | DWR | | | | | 801-476-2776 | scottwalker@utah.gov |
| Russ Lawrence | DWR | | | | | 801-510-7062 | russlawrence@utah.gov |
| Adam Kozlowski | DWR | | | | | 801-510-2034 | adamkozlowski@utah.gov |
| Russ Norvell | DWR | | | | | 801-537-3436 | russellnorvell@utah.gov |
| Warren Coyler | Trout Unlimited | | | | | 435-753-3132 | wcoyler@tu.org |
| Frank Howe | DWR | | | | | 801-538-4764 | frankhowe@utah.gov |
| Alvin Shaul | Permittee | | | | | 435-793-5095 | pshaul@allwest.com |
| Pamela Larson | DWR | | | | | 435-590-2047 | fern_ut@yahoo.com |
| Steve Kearl | QRM | | | | | 208-847-0276 | sikearl@cs.com |
| Tyler Staggs | Salt Lake BLM | | | | | 801-977-4352 | tyler_staggs@blm.gov |
| John Kimball | Public at Large | | | | | 801-745-0506 | jkimball@damfastnet.com |
| Mike Welch | QRM | 5147 S 5100 W | Hooper | UT | 84315 | (801) 725-9524 | MWELCH5147@msn.com |
| John Haskell | Consultant | | | | | 435-793-4288 | jhaskell@cc.usu.edu |
| Rick Danvir | Deseret Land and Livestock | | | | | 435-793-4288 | rdanvir@fmc-slc.com |
| Candace Hutchison | UACD | | | | | 435-753-6029 | candace.hutchison@ut.naccd |

**5.3 Communication and Information
CRM Workgroup Contact List**

| Name | Association(s) | Address | City | St. | Zip Telephone | email |
|--|-------------------|-----------------------|-----------|-----|----------------------|--|
| Rich Healthy Ecosystems Technical Review Team | | | | | | |
| Jim Catlin | Wild Utah Project | | | | 801-328-3550 | wup@xmission.com |
| Randy Swilling | Salt Lake BLM | Wildlife Biologist | | | 801-977-4373 | randy_swilling@blm.gov |
| Mike Gates | Salt Lake BLM | Range Conservationist | | | 801-977-4342 | michael_gates@blm.ut.gov |
| Rodd Hardy | Salt Lake BLM | Botanist | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| Sustainable Ag Industry Team | | | | | | |
| Tyler Staggs | Salt Lake BLM | Range Conservationist | | | 801-977-4352 | tyler_staggs@blm.gov |
| Wes Tingey | County Region 1 | Permittee | Woodruff | UT | 84086 (435) 793-4229 | wtingey@allwest.net |
| Alvin Shaul | County Region 2 | Permittee | Randolph | UT | 84064 (435) 793-5095 | pshaul@allwest.net |
| Reed Groll | County Region 3 | Permittee | Randolph | UT | 84064 (435) 793-5655 | |
| Stuart Wamsely | County Region 4 | Permittee | Lake Town | UT | 84038 (435) 946-3221 | |
| Burdette Weston | | Permittee | | | | |
| Burke Tiechert | | Permittee | | | | |
| Bill Kennedy | | Permittee | | | | |
| | | | | | | |
| | | | | | | |
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| | | | | | | |
| Diverse Recreational Opportunity Team | | | | | | |
| Randy Swilling | Salt Lake BLM | Wildlife Biologist | | | 801-977-4373 | randy_swilling@blm.gov |
| Mike Gates | Salt Lake BLM | Range Conservationist | | | 801-977-4342 | michael_gates@blm.ut.gov |
| Julee Pallette | Salt Lake BLM | Recreation Manager | | | | |
| | | | | | | |

**5.3 Communication and Information
CRM Team Contact List**

General Email List

To be developed

**5.3 Communication and Information
General Distribution Email List**

Meeting Guidelines

Ground Rules

Ground rules are created to help meetings be a safe and fair experience for everyone participating. The following were listed at the beginning of the CRM process and can be amended, removed or added to at anytime:

- Start and end on time
- Respect all views
- Agree to disagree
- One person at a time speaks
- One person angry at a time

Sign-In Sheet

Each CRM meeting will have a sign in sheet that allows the CRM to keep track of in-kind contributions of everyone's collective time invested in the CRM.

Name Tags

Each member of the Rich County CRM committee will have a name tag provided for them at them meetings to assist in respectful communication.

Meeting Agenda

Each CRM meeting will have an agenda that identifies a timeline and decisions needed for the following items:

- Introductions
- Review of Notes from Previous Meeting
- Review, Endorsement of Ideas or Plans
- Review of CRMS item
- Other
- Next Meeting Date and Agenda

Notes from Previous Meeting

The notes from the previous meeting will be reviewed and modified if necessary for accuracy.

Program Tracking Sheet

The program tracking sheet record progress being made by various ideas or plans. It should be updated every meeting to ensure continual progress.

Draft Agenda for Next Meeting

The draft agenda will be filled out at the meeting to identify assignments that may include the following:

- Information that needs to be sent out prior to the next meeting
- Ideas, plans to be considered for review, or endorsement
- Other items

Website Management Governance

To be developed

**5.3 Communication and Information
CRM Website Governance**

Meeting Flyer

**5.3 Communication and Information
CRM Meeting Notice**

5.4 TRAINING

Purpose

The purpose of this section is to ensure that participants gain understanding in three areas. First, participants understand their personal and group roles and responsibilities in the Rich County Coordinated Management System. Second, participants understand opportunities to improve their activities, and the environment. Finally, gain understanding that builds future leaders.

Responsibilities

The Rich County CRM is responsible for implementing or providing oversight for the implementation of this section. The CRM committee is supported in all aspects of external communication by the Public Relations and Outreach Workgroup by various

Procedures

Table 5.4.1 describes the various training programs that share bring awareness, and competency to participants of the CRM.

1. Establish and annually review training programs. A summary of these process is found in table 5.4

Table 5.4.1

| Activity | Knowledge | Frequency | Other information |
|------------------------------|---|----------------------------------|--------------------------|
| CRMS Participant Orientation | Basic structure of CRM and processes | As needed on an individual basis | |
| Team Training | Awareness of various technical data, or management activities | | |
| | | | |
| | | | |
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| | | | |

5.5 DOCUMENTATION

Purpose

The purpose of this procedure is to ensure that all documents necessary to accomplish required tasks are suitable, available, current, listed, and controlled. This procedure outlines the control and handling of documents. It also outlines the document development, review, change, and approval process.

Responsibilities

The Rich County CRM is responsible for implementing or providing oversight for the implementation of this section.

Definitions

Approve: An action taken by the CRM to approve the use of collective resources by agreeing that the item has been coordinated among participants and is consistent with the ideals and priorities of the CRM.

Endorsement: An action to publicly support an item that requires little or no collective resources from the Rich Co CRM.

Procedures

1. All documents that are submitted for Rich Co CRM approval will contain the following information in a visible manner on the front:
 - a. Title
 - b. Label indicated DRAFT or APPROVED, ENDORSED
 - c. Date of approval or endorsement if applicable
 - d. Documents requiring approval or endorsement will be tracked using the Rich County Program tracking Sheet (following page)
 - e. Documents that are approved by the Rich County CRM committee will be signed by the County Commissioner and placed in a file system at the Rich County courthouse. A file structure outline (following pages) will be placed at the beginning of this system. Approved documents will also be placed on the website in a read-only format.

RICH CO CRM PROGRAM TRACKING SHEET

| Program | Status (Endorsement / Approval) | Previous Update (Date) | Current Update (Date) | Who |
|-------------|---------------------------------------|---------------------------|--------------------------|-----|
| Plan | | | | |
| | | | | |
| | | | | |
| Implement | | | | |
| | | | | |
| | | | | |
| Monitoring | | | | |
| | | | | |
| | | | | |
| Ecosystems | | | | |
| | | | | |
| | | | | |
| Agriculture | | | | |
| | | | | |
| | | | | |
| Recreation | | | | |
| | | | | |
| | | | | |

5.5 Documentation Program Tracking Sheet

Rich County CRM File Structure Sheet

1.0 Forward

- A. Letters of endorsement
- B. Awards, etc.

2.0 Executive Summary

Summaries, Brochures about the Rich Co CRM

3.0 Vision

4.0 Planning

- 4.1 Issue Planning List
- 4.2 Relevant Requirements
 - Copies/weblinks to plans or policy that affects issues
- 4.3 Current/Historic Data
 - A. Summaries of current conditions of issues
 - B. Copies/weblinks to data used in summaries
- 4.4 Goal and Objective List
- 4.5 Action and Methods List

5.0 Implementation

5.1 Management Plans

- A. Original copies of plans and coversheets approved by commission
- B. Updated Rich Co CRM Program Tracking Sheets

5.2 Structure and Responsibilities

- A. Contracts, MOU's or other financial agreements that impact the delegation of CRM responsibilities and funds.
- B. Copies of work plans and other agreed upon deliverable products designed to track the performance of individuals/organizations obligated to the CRM.
- C. Copies of position contracts of individuals hired directly by the county or CRM.

5.3 Communication and Information Systems

- A. Contact and Email Lists
- B. Current copies of webpages and weblinks
- C. Monthly CRM meeting notes
- D. Press releases
- E. Grants

5.4 Training

Copies of training curriculum and handouts

6.0 Checking

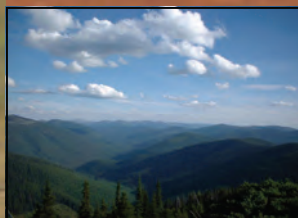
- 6.1 Monitoring Schedules
- 6.2 Nonconformance/Corrective Actions
 - Nonconformance/Corrective Action Tracking Sheet
- 6.3 Internal Review
 - A. Audit Reports
 - B. Annual Internal Review Reports
- 6.4 Annual Management Review
 - A. Agendas
 - B. Notes

**5.5 Documentation
File Structure Sheet**

6.0 Checking

The checking section describes elements that are related to checking progress towards objectives. This is an important section related to adaptive management and comprises the “**check**” elements in the “**plan-do-check-act**” system. The section is organized as follows:

| Processes | Outcomes |
|---|---|
| <p>6.1 Monitoring Describes process and tools for ensuring that monitoring accurately measures goals and objectives at various scales.</p> | <p>Monitoring Guidelines, Monitoring Schedules,</p> |
| <p>6.2 Nonconformance/Corrective Action Describes process and tools for tracking and managing problems that arise during implementation of the CRMS and various plans.</p> | <p>Nonconformance Tracking Sheet,</p> |
| <p>6.3 Internal Reviews Outlines the process for periodic reviews of the CRMS and various plans being implemented.</p> | <p>Review guidelines</p> |
| <p>6.4 External Review Guidelines for holding an annual review meeting for stakeholders that contribute resources to the CRM effort or have an external interest in the process.</p> | <p>Review guidelines</p> |



6.1 MONITORING

Purpose

The purpose of this section is to describe the process for coordinating current monitoring efforts and identifying future resource needs.

Responsibilities

The Rich County CRM is responsible for implementing or providing oversight for the implementation of this section. The monitoring workgroup has significant role in monitoring activities.

Procedures

In progress – by monitoring workgroup

6.2 NONCONFORMANCE/CORRECTIVE ACTIONS

Purpose

The purpose of this section is to describe the process for identifying and documenting nonconformance issues and implementing preventative and/or corrective action.

Responsibilities

The Rich County CRM is responsible for implementing or providing oversight for the implementation of this section. Each person directly and indirectly associated with the CRM have the responsibility to identify nonconformances and suggest corrective actions if possible.

Definitions

Nonconformance: Failure to implement, or an unanticipated event that prevents the fulfillment of a specified element/process in the CRMS or associated plans.

Corrective Action: A corrective and/or preventative strategy action to correct a nonconformance.

Procedures

1. Identify and summarize nonconformances

Nonconformance items will be identified through the following CRM elements identified in table 6.2.1:

6.2.1 CRM Elements used to identify nonconformances

| | |
|--|-------------------------------|
| Coordinated Resource Management System Elements | |
| 1 | Goal and Objective Review |
| 2 | Audits |
| 3 | Management Review |
| Situation/Issue Specific Management Plan Elements | |
| 4 | Management Plan Review |
| 5 | Routine Management Activities |
| 6 | Audits |
| 7 | Monitoring |

2. Any person who observes a nonconformance at the CRMS level should ensure that it is placed on the nonconformance tracking sheet. This sheet will be used to collect and track reports of CRMS nonconformance, summarize the details of the nonconformance, and serve as the basis for nonconformance agenda at monthly CRM meetings.

- Nonconformances that are observed at the management plan level should be taken to the appropriate technical team and/or CRM representative. They should be summarized and presented during the periodic reporting that is associated with management plans. If a corrective action requires broad coordination then the nonconformance may be presented to the CRM through the monthly nonconformance agenda.

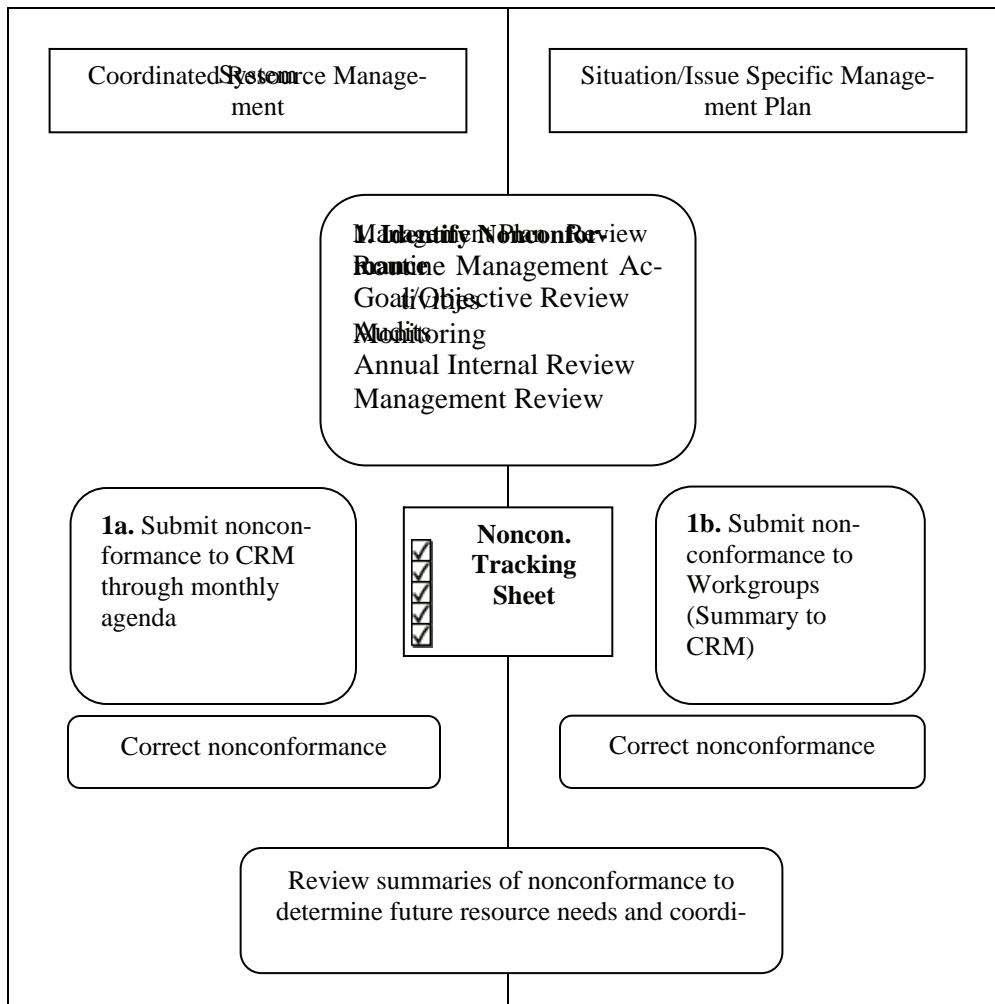
A Nonconformance/Corrective Action Tracking sheet will be maintained to track the date, subject and status of all Nonconformance/Corrective Action Forms.

- Correct Nonconformances

The Observer, CRM Committee, workgroup, and/or team traces the symptoms of a problem to its root cause and produces solutions for preventing the recurrence of the problem. The chosen corrective action is selected and is recorded on the nonconformance tracking sheet.

Chart 6.2.1 illustrates the process for identifying, correcting, and tracking nonconformances.

Chart 6.2.1



RICH CO CRM NC/CA TRACKING SHEET

| Identification Name | Description | Corrective Action | Current Update (Date) | Who |
|---------------------|-------------|-------------------|-----------------------|-----|
| CRMS | | | | |
| | | | | |
| | | | | |
| Plans | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |

6.2 Nonconformance/Corrective Actions Tracking Sheet

6.3 INTERNAL REVIEWS

Purpose

The purpose of this section is to describe the process for auditing the Coordinated Resource Management System (CRMS) and implementation of associated plans. This process gives a measure of the extent to which programs are being implemented. It is important element to enhance accountability while providing documentation of improvement.

Responsibilities

The Rich County CRM is responsible for implementing or providing oversight for the implementation of this section.

Definitions

Audit: A systematic and documented verification process of objectively obtaining and evaluating evidence to determine to what extent the implemented program is reflective of the CRMS.

Procedures

The CRMS audit program in this section describes two types of internal audits: 1 - monthly review of specific CRMS elements; 2 - an annual CRMS review that conducts an assessment of all elements and selected management plans.

1. Monthly Review

The CRM committee will ensure that monthly review of elements is conducted by incorporating the review into the CRM monthly agenda. Table 6.3.1 outlines which elements of process are to be reviewed for which months. The reviews are conducted to verify that the system is working as planned and is facilitating achievement of the established goals. Any changes that are needed are recorded on the nonconformance form so that corrective actions and assignments can be made.

Table 6.3.1 Schedule for CRMS monthly

| Month | CRMS Element |
|-----------|---|
| January | Communication and Information Systems <i>Review website and other communication tools</i> |
| February | Monitoring <i>Review of last seasons data</i> |
| March | Nonconformances <i>Review nonconformances</i> |
| April | Annual Review <i>Review findings</i> |
| May | Management Review <i>Overall review by outside stakeholders</i> |
| June | Relevant Requirements <i>Update, review, plan for changes</i> |
| July | Situation/Issue Specific Management Plans <i>Review status, field tour</i> |
| August | Goals and Objectives <i>Review status, revise, and plan</i> |
| September | Actions and Methods <i>Update, review innovation, research</i> |
| October | Structure and Responsibilities <i>Review and revise roles and structure</i> |
| November | Situation/Issue Specific Management Plans <i>Review status, field tour</i> |
| December | No Meeting! |

2. Annual Review

An annual CRM review is conducted to measure the successfulness of the CRM implementing an integrated plan across the landscape. The following elements will be considered in an annual review:

- Review Scope and Methodologies: A Review Team will be formed by the CRM committee to review and inspect the implementation of selected management plans.
- Opening and Closing Meetings: Include the Review Team, permittee, and other individuals who may be escorting the team.
- Annual Review Report: Complete a draft report within 2 weeks and send to the CRM committee for checking. A final shall be presented to the CRM in December where the findings will be an agenda item.

3. Corrective Action

The Review Team will incorporate all review findings into the Corrective Action Tracking sheet.

6.4 External Review

Purpose

The management review section is the final part of the continual improvement loop. It is the “Act” portion of the **Plan-Do-Check-Act** and consists of the annual review.

Responsibilities

The Rich County CRM is responsible for implementing or providing oversight for the implementation of this section.

Procedure

1. Identify Management Review Team Members

The Management Review Team consists of organizations that have representatives on the Rich CRM Committee.

2. Schedule Management Review Meetings

Management reviews will be performed at least annually or when major nonconformance occurs.

3. Conduct Management Review Meetings

The Management Review Team will determine through the review process whether or not the CRM is functioning and if overall performance is continually improving.

7.0 Abbreviations and Definitions



Abbreviations and Definitions

In Progress