

# Terms of Reference



## ABCFP Climate Change Task Force (CCTF)

A Subcommittee of the Professional Practice Committee (PPC) and the Stewardship Committee (SC)  
(December 2012)

### 1.0 PREAMBLE

The effects of climate change on BC forests are becoming increasingly apparent. Forest management decisions can lead to either sequestration or emission of large quantities of carbon, thus contributing to global climate change. Forest professionals should understand these effects and develop practices consistent with a stewardship approach to minimizing greenhouse gas emissions.

### 2.0 PURPOSE

The primary purpose of this subcommittee is to act as a team of “expert advisors” helping the CEO to achieve the stewardship advocacy goals and objectives set out in the association’s strategic plan.

To that end, the climate change subcommittee’s primary role will be to:

- Identify and prioritize issues of concern, regarding climatic effects on forests and the effects of forest management options on the emissions or sequestration of greenhouse gases;
- Assist in the preparation of guidance material on climate change for ABCFP members, or in the development of other, related advocacy papers, and/or;
- Advise members of the PPC and SC in development of such material.

This work will support the ultimate goal that **ABCFP members will be guided and supported in adapting practices to a changing climate.**

### **3.0 COMPOSITION, APPOINTMENTS & REPORTING**

The task force shall be informally composed of volunteer members who have expressed interest in the subject, plus a representative from the PPC and SC, in addition to ABCFP staff support. A task force chair may or may not be required.

There is no specific term associated with volunteer duties, but will be associated with the timeframe needed to develop guidance or advocacy papers.

The responsibility to report to council on the work of the task force rests with the CEO.

### **4.0 MEETINGS & DECISION MAKING**

Meetings will be held monthly or as needed to support the timeliness of the final product(s). Additional meetings may be called by the CEO or staff as required. These meetings will be held via conference call.

The quorum required to conduct committee business shall be 50% of the committee membership.

Most decision making is expected to be consensual. If a consensus is unclear or in doubt, the staff representative may clarify the task force's view by calling a vote in which a simple majority shall prevail. Any decisions made shall be considered non-binding advice to the CEO who is solely responsible to council for the management of the association's stewardship advocacy activities.

### **5.0 STAFF SUPPORT**

The CEO's responsibilities relative to the task force will normally be delegated to the resource operations specialist, who will also act as secretary to the committee and provide the bulk of staff support. ABCFP staff may participate fully in task force deliberations but, in the event of a vote, may not vote.

### **6.0 COMMUNICATIONS & CONFIDENTIALITY**

Association committees, including council, are expected to "speak with one voice." That is, any statements made on behalf of a committee (or task force) must reflect the duly arrived at conclusions and decisions of the committee-as-a-whole, not those of individual members. Further, committee members are expected to support committee conclusions or decisions resulting from due process and full/fair debate. This does not preclude efforts by committee members to solicit and receive the views of members and others on issues before the committee.

Generally, statements on behalf of the committee, if any, will be made by the CEO. Except as noted above under COMPOSITION, APPOINTMENTS & REPORTING, other committee members may not speak on behalf of the committee unless specifically authorized to do so by the CEO.

Some of the matters going before the committee may be of a sensitive or confidential nature. Committee members are expected to exercise discretion and not engage in external communication of such matters unless explicitly authorized to do so by the CEO.

## **7.0 BUDGET**

The committee's budget shall provide for the cost of all necessary meeting expenses.