

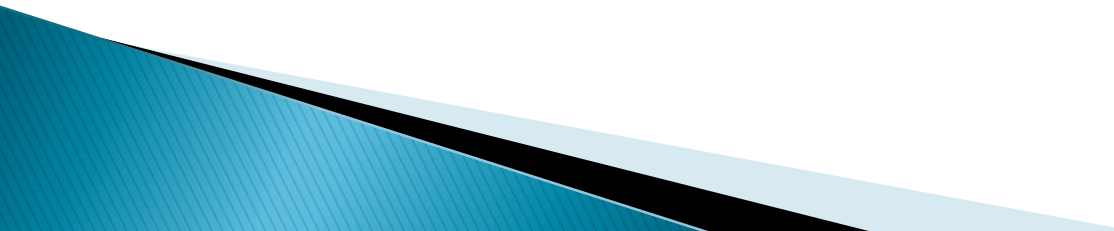
WASIC Organization

2021 update

Why Organize?

- ▶ To equally and fairly distribute SIC Officer responsibilities and workload among SFI Participants.

Washington SFI Program Participants

- ▶ The SFI standard requires participation in the state implementation committee. See 16.2 & 17.3
 - ▶ A list of Washington program participants was developed from the SFI website. A company must be an SFI program participant to serve in a SIC position.
 - ▶ A rotation schedule was developed based on the pool of Washington SFI program participants.
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SIC Officer Positions and Terms

- ▶ Chair – 1 year term (+1 as Past Chair)
 - Chair rotates to Past Chair following term.
- ▶ Vice Chair – 1 year term
 - Vice Chair rotates to Chair following term.
- ▶ Treasurer – 1 year term
 - Chair manages budget; WFPA does accounting
 - Treasurer rotates to Vice Chair following term.
- ▶ Secretary– 2 year term
 - Multi-year commitment to provide continuity.
 - Coordinator position does not rotate.

Chair Position Overview

- ▶ Term: One year minimum (+1)
 - May opt to run multiple terms, in coordination with Vice Chair, and voted on by SIC members.
 - **Rotates to Past Chair when term is completed.**
 - Consults as Past Chair for one year following term as Chair.
- ▶ Duties:
 - Liaison with SFI, Inc. and other industry groups (e.g. Washington Contract Loggers, ATFS, SAF).
 - Coordinate and communicate with regional SICs.
 - Manage annual budget including public outreach plan.
 - Fulfill Treasurer duties as needed.
 - Mail annual funding request letters.
 - Schedule and facilitate at least three meetings (Feb, June, Oct) for the SIC per year.
 - Participate in monthly SIC leadership meetings.
 - Consult for one year as “past chair” and prepare Annual SFI–SIC Survey.

Vice Chair Position Overview

- ▶ Term: One year minimum
 - In coordination with Chair, and voted on by SIC members, may run multiple terms.
 - Rotates to Chair following term as Vice Chair.
- ▶ Duties:
 - Participate in three SIC meetings per year plus regional conference calls and/or stand in for Chair at meetings/other functions if Chair is unavailable.
 - Participate in monthly SIC leadership meetings.
 - Find a volunteer to present SFI at the WCLA training(s).

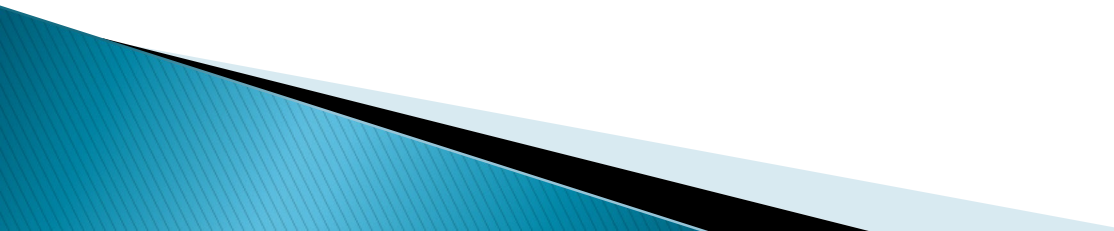
Treasurer Position Overview

- ▶ Term: One year minimum
 - May opt to run multiple terms, in coordination with SIC leadership, and voted on by SIC members.
 - Chair completes Treasurer duties if position is unfilled.
- ▶ Duties:
 - Accounting is outsourced to a non-SFI program participant, currently to WFPA.
 - WFPA manages accounting and banking transactions.
 - Deposit contributions to the SIC.
 - Pay bills for SIC expenses as authorized.
 - Maintain SIC account balance, reconciled to bank statements.
 - Provide Profit & Loss Budget vs Actual, balance sheet, and AR Aging Summary monthly to Treasurer.
 - Coordinate invoicing through WFPA.
 - Approve bills for WFPA to pay, as authorized in the approved SIC budget.
 - Create and provide spending/budget reports to Chair and Vice Chair, as needed (a minimum of three per year).
 - Participate in monthly SIC leadership meetings.

Secretary Position Overview

- ▶ Term: Two year minimum
 - Secretary may continue to serve for additional ~~one year~~ terms if desired and is voted in by SIC members.
 - Secretary position does not rotate.
- ▶ Duties:
 - Draft, finalize, and distribute meeting agendas and highlights to SIC contact list.
 - Maintain a contact list for the SIC, including leadership position rotation schedule.
 - Oversee and coordinate website maintenance.
 - Coordinate monthly SIC leadership meetings.

Participant Rotation

- ▶ SIC leadership positions rotate at February meeting.
 - ▶ The current rotation list stays in effect going forward.
 - ▶ After a company fulfills rotation through SIC leadership positions, the company will move to the end of the rotation list.
 - ▶ New SFI program participants are added to the end of the rotation list.
 - ▶ If a participant drops out, everyone shifts up one spot.
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Sub-Committees

- ▶ Exceptional Logging Contractor Award
 - Rick Hanson
- ▶ Scholarships
 - Lisa Perry
- ▶ Advertising
 - Kathy Troupe

Washington SFI Implementation Committee Leadership Rotation Schedule 2022

Company Name		Company Name	
1	Canyon Lumber Company: <i>Chair 22–23</i>	16	Georgia Pacific: <i>Chair 14–15</i>
2	Sierra Pacific Industries: <i>Vice Chair 22–23</i>	17	PCA: <i>Chair 15–16</i>
3	Hampton Resources, Inc. (Hampton Lumber) <i>Vice Chair 23-24</i>	18	Stimson Lumber: <i>Chair 17–18, 18–19</i>
4	Rayonier, USFR, (ORM absorbed)	19	Weyerhaeuser Company: <i>Chair 19–20</i>
5	Port Townsend Paper Corporation	20	WestRock: <i>Chair 20–21</i>
6	Green Diamond Resources Company	21	TTG Forestry Services
7	Port Blakely	22	The Conservation Fund
8	Manulife Investment Management (formerly Hancock)	23	Chinook Forest Partners
9	American Forest Management	24	Interfor
10	Campbell Global	25	Boise Cascade WoodProducts: <i>Past Chair 22–23</i>
11	Yakama Forest Products / Yakama Nation		
12	Fruit Growers Supply Company		
13	Molpus Timberland Investments		
14	GreenWood Resources		
15	Murphy Company		