

## **OHMVR Commission Triennial Report Standing Committee Charter**

The OHMVR Act established the Commission to provide a public body of appointed members having expertise in various areas related to off-highway recreation and environmental protection. The Commission is dedicated to reviewing and commenting on Program implementation, encouraging public input on issues and concerns affecting the OHMVR Program, considering and approving general plans for SVRAs, and providing advice to the OHMVR Division.

A Standing Committee of the OHMVR Commission is comprised of more than two but no more than four Commissioners whose purpose is to act with authority on behalf of the entire Commission to address and propose actions about a specific topic of interest related to the duties and responsibilities of the OHMVR Commission, make actionable recommendations and report out to the OHMVR Commission at their regularly scheduled meetings. A Standing Committee also must follow the Bagley-Keene Open Meeting Act by posting an agenda and meeting materials on the internet at least 10 business days prior to the meeting and allowing for public participation in the meeting.

**Members of the Triennial Report Standing Committee:** Commissioner Ross-Leech, Commissioner Urena and Commissioner Whettam

OHV Division Staff Lead: Katie Metraux

Public Resources Code 5090.24(h) requires the OHMVR Commission to prepare a report on the OHMVR Program to the Legislature and Governor. The Program Report began in 2011, with subsequent reports prepared in 2014 and 2017. In 2018 Legislation changed the report schedule and content requirements with the next due date on January 1, 2022, and every three years after that (2025).

The OHMVR Commission Program Report is an overarching document that touches on all aspects of California's 50-year-old Off-Highway Vehicle recreation program. The report tracks program funding, accomplishments, and resource protection and restoration programs. It also reports all aspects of the OHV Grants Program, from expenditures, grantees, and progress towards meeting the OHMVR Program mission and strategic plan. This report showcases the OHMVR Program, its importance to the public, and its mission to provide balanced OHV recreation with resource protection.

Triennial Report Standing Committee Charter: Work with OHMVR Division staff, as well as other partner stakeholders, to identify and help develop important thematic and current content, review and provide comments on draft chapters, and assist staff as needed to prepare the Administrative Draft Triennial Program Report for public and Commission review and approval.

- Meet prior to each regularly scheduled OHMVR Commission meeting and as needed to review and discuss current topics to be included in the draft Program Report, stakeholder outreach, OHMVR Division staff outreach and other topical issues regarding preparing the Program Report. The Standing Committee will meet at least twice per year.
- Identify Action Items to be placed on the agenda for OHMVR Commission meetings to ensure timely responses with public input for important issues and concerns.
- Develop a work plan with OHMVR Division staff to ensure the Program Report schedule can be met.
- Develop a communication plan with OHMVR Division and State Parks Communications team to actively share the successes and value of the OHMVR Program with members of the Legislature and other important stakeholders.