



RAC Membership – Process Overview

October 2018

RAC Member Replacement (Section 8 of RAC Charter – modified for 2018)

RAC member replacement will take place every other year in December. RAC member replacement shall occur via the process outlined below:

1. The RWMG will solicit applications from all IRWM stakeholders, including RAC members whose terms are expiring. Applications will be held to a firm deadline, after which applicants will no longer be considered. For the 2018 process, applications will be accepted from October 3 through November 14, 2018.
2. A RAC Membership Workgroup will be convened to develop recommendations for RAC member replacement. The Workgroup will be comprised of 3 RWMG members and 1 representative from each existing voting caucus, for a total of 8 members. To avoid self-appointments, the Workgroup members shall be limited to *current RAC members whose term is not expiring*. The RAC caucuses shall deliberate during breakout groups at the October 3 RAC meeting.
3. The RAC will review the proposed RAC Membership Workgroup members and provide a recommendation to the RWMG. If the RAC cannot reach a consensus recommendation, it will inform the RWMG of this situation.
4. The RWMG will review the recommendation. Applicants will be notified by the RWMG of their appointment to the Workgroup (by October 31, 2018).
5. The RWMG will review the RAC member applicants to confirm that they meet the RAC Member Composition stipulated in the RAC Charter.
6. If the RWMG does not receive applications to fill each open seat on the RAC, it will reopen the application period for one week and the Workgroup meeting will be delayed.
7. The Workgroup representative from each caucus may distribute the list of applicants to their caucus and work with the caucus members to develop a recommendation for the new members of their caucus, if desired.
8. On December 5, 2018 (following the RAC meeting), the Workgroup will meet to review the applicants and provide a recommendation to the RWMG on the RAC membership. If the Workgroup cannot reach a consensus recommendation, it will inform the RWMG of this situation.
9. The RWMG will review the recommendation. Applicants will be notified by the RWMG of their appointment to the RAC (by December 31, 2018), and at that time will be asked to appoint a permanent alternate who is suitable to participate on the RAC under the member composition guidelines described in the RAC Charter. RAC members selected by the Workgroup will be assigned a four-year term.
10. The new RAC membership will be effective on January 1, 2019. RMC and the RWMG will hold a New RAC Member Orientation immediately prior to the February 6, 2019 RAC meeting as needed for new RAC members.

Each RAC Membership Workgroup will remain in place for two years to address any membership issues that arise over those two years, including replacement of a member that retires or resigns.