

# **Fremont County Independent Outreach Committee Charter**

## **I. Name**

This organization shall be known as the Fremont County Independent Outreach Committee (FCIOC).

## **II. Mission Statement**

- A. To learn the facts, research data and regulatory issues regarding processing and disposition of materials for processing, storage or future management at Cotter Corporation.
- B. To receive reasoned input from citizens of our community, the management and employees of Cotter Corporation, regulatory entities and industry experts without sacrificing the objectivity, balance and independence of FCIOC.
- C. To share our findings openly and honestly with both Cotter and the community once our study and deliberations have been completed.

## **III. Purpose and Function of the Committee**

- A. The purpose of this Committee is to provide a vehicle to disseminate information regarding the operations and intentions of Cotter Corporation and to make known reasoned concerns of the community to Cotter Corporation. To this end, this Committee will participate in closed meetings to identify and prioritize community issues and hold select public information meetings when appropriate.
- B. The Committee will address questions and concerns regarding Cotter Corporation's operation as identified by the Committee.

## **IV. Membership**

- A. The initial membership of the Committee will consist of up to 15 members to include but not limited to those organizations listed in Exhibit A. These members shall represent two entities: "Community Members" and "Jurisdictional Entity Member". Community Members shall serve without salary or other compensation for services.
- B. Jurisdictional Entity Members shall be appointed by the agency they represent.

## **V. Terms**

- A. Community Members shall serve three-year terms but may be reappointed for a consecutive three-year term. Any Community Member may resign at any time by giving written notice to the facilitator. Community Members may be removed from the Committee for "Cause" by a 2/3rds vote of the remaining Community Members on the membership roster. "Cause" shall mean conduct found to be ineffective or detrimental to the progress of the Committee.
- B. Any vacancy in the Community Membership, whether by expiration of a term, resignation or removal, shall be filled by 2/3rds vote of the remaining Community Members on the roster.
- C. Community Members are expected to attend all Committee meetings. Upon signing of the charter, the Community Member will provide the

- name of a designated substitute to attend meetings when the Community Member is unavailable. The designated substitute will not have a vote.
- D. A Community Member who has missed three consecutive meetings without justification shall be deemed to have resigned from the Committee at the close of such third meeting.
  - E. Community Members will serve 3-year terms on a rotating basis. The first rotation will occur at the scheduled meeting in August, 2004. The second rotation will occur at the scheduled meeting in August 2005. The initial rotation will be determined by drawing names from a hat.

## **VI. Committee Structure**

- A. The facilitator shall coordinate the Committee.
- B. The membership of the Committee shall include one representative each of the Colorado Department of Public Health and Environment, Fremont County and Cotter Corporation. Other Jurisdictional Entity Members may be appointed by a unanimous vote of the Community Members. Once appointed, such Jurisdictional Entity Members shall serve at the pleasure of the agency they represent. The remaining Committee Members shall be Community Members, appointed by a 2/3rds vote of the remaining Community Members and shall represent a broad cross-section of the surrounding communities.
- C. The Committee shall meet monthly. More or less frequent meetings may be held if deemed necessary by the Community Members of the Committee. Meetings will be approximately one hour. Constructive open discussion among members is encouraged during the meeting. Meetings will be open to the public. Only members will vote on committee issues.
- D. Meetings will transpire regardless of attendance. Voting will occur when a quorum is present. A quorum is defined as 51% of the Community Members on the roster. Motions receiving 2/3rds vote of a quorum will be carried unless otherwise specified in the charter. Voting may occur by voice vote or email vote.
- E. The facilitator may establish subcommittees if deemed necessary.
- F. The facilitator will compile agenda items. Suggested topics will be given to the facilitator via email no later than the Monday preceding the meeting date. Suggested topics maybe received at [fcio@bresnan.net](mailto:fcio@bresnan.net). The facilitator shall be responsible for providing written notification to all Committee members of the upcoming meetings.
- G. The facilitator will be responsible for recording and disseminating meeting minutes. A written list of attendees at each meeting will be recorded and incorporated into the meeting minutes.
- H. A copy of the Committee meeting minutes will be emailed to all members.
- I. The results of discussions will be disseminated to the community at large by Committee Members and written statement in the local newspapers as agreed upon by 2/3rds vote of a quorum. In the event the vote is not unanimous for the public statement, a vote ratio will be published along with the statement.
- J. Executive sessions will be closed to the public and the press. Members' comments will not be provided to the press until a public statement has been approved according to the charter.
- K. Public meetings will be open to the public and the press. Members' comments will be provided as requested by the press regarding public meetings.

**VII. Effective Date and Amendments**

- A. The effective date of this Charter shall be the date on which 2/3rds of the Community Membership roster enact a resolution approving it.
- B. This Charter may be amended by a 2/3rds vote of all Community Members, however, the fundamental purposes and function of the Committee shall not be amended.

**VIII. Signatories to the Outreach Committee**

In Witness Whereof, we have set our hand this \_\_\_\_\_ day of \_\_\_\_\_, 200\_.

\_\_\_\_\_  
Community Member

\_\_\_\_\_  
Facilitator

Charter amended July 31, 2003, August 7, 2003, September 2, 2004, and May 5, 2005

Exhibit A  
Outreach Committee  
Committee Membership Representation

Community Members  
 City of Canon City  
 Real Estate Agent/Broker  
 School District Representative  
 Medical Professional  
 CCAT Representative  
 Chamber of Commerce  
 FEDC  
 Retirement Community  
 Financial Institution  
 Church Community  
 Rotary Club  
 Main Street USA

Jurisdictional Entity Members  
 Fremont County  
 CDPHE  
 Cotter Corporation