

Agenda Item No:	H
Title and # of Issue:	Board of Forestry Administrative Work Plan 0 Intermediate Board Issue 0 <b>Work Plan Revision</b>
Date of Presentation:	January 7, 2009
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**SUMMARY**

The purpose of this agenda item is to seek Board approval of a revised Board of Forestry Administrative Work Plan.

**CONTEXT**

In January, 2009, the Board of Forestry adopted a new administrative work plan covering duties and functions that are administrative, governing, and ceremonial in nature. Adoption of this new work plan allowed these functions and associated documentation to be organized and available within the Board’s newly-implemented Decision Support System in a similar manner as all other Board information.

As staff began working with the live system in early spring of 2009, it became apparent that some administrative duties and functions had not been included in Work Plan 0 adopted by the Board in January. Attachment 1 reflects the proposed revisions and additions in “track changes” format. Attachment 2 is the proposed revised work plan with revisions and additions incorporated.

**RECOMMENDATION**

Staff recommends that the Board adopt the proposed March 18, 2009 revised version of Board of Forestry Administrative Work Plan 0.

**NEXT STEPS**

Implementation will begin immediately.

**ATTACHMENTS**

- (1) March 18, 2009 Draft Revised Board of Forestry Administrative Work Plan – Primary Issue #0 – “Track Changes” version
- (2) March 18, 2009 Draft Revised Board of Forestry Administrative Work Plan – Primary Issue #0 – with revisions incorporated