

**U.S. Department of the Interior  
Office of the Secretary**

**Kodiak/Aleutians Subsistence Regional Advisory Council**

**Amendment Charter**

1. **Advisory Committee's Official Designation.** Kodiak/Aleutians Subsistence Regional Advisory Council (Council).
2. **Authority.** The Council is established pursuant to Title VIII of the Alaska National Interest Lands Conservation Act of 1988 (ANILCA), as amended (16 U.S.C. § 3115), and 16 U.S.C. § 410hh-2. The Council is operated pursuant to the Federal Advisory Committee Act (FACA), as amended (5 U.S.C. Ch. 10) and the Federal Advisory Committee Management regulations found at 41 C.F.R. Part 102-3.
3. **Objectives and Scope of Activities.** The objective of the Council is to provide a forum for the residents of the Region with personal knowledge of local conditions and resource requirements to have a meaningful role in the subsistence management of fish and wildlife on Federal lands and waters in the Region.
4. **Description of Duties.** Council duties and responsibilities, where applicable, are as follows:
  - a. Initiate, review, and evaluate proposals for regulations, policies, management plans, and other matters relating to subsistence uses of fish and wildlife on public lands within the region.
  - b. Provide a forum for the expression of opinions and recommendations by persons interested in any matter related to the subsistence uses of fish and wildlife on public lands within the Region.
  - c. Encourage local and regional participation in the decision-making process affecting the taking of fish and wildlife on the public lands within the region for subsistence uses.
  - d. Prepare an annual report to the Secretary containing the following:
    - (1) An identification of current and anticipated subsistence uses of fish and wildlife populations within the Region;
    - (2) An evaluation of current and anticipated subsistence needs for fish and wildlife populations within the Region;
    - (3) A recommended strategy for the management of fish and wildlife populations within the Region to accommodate such subsistence uses and needs; and
    - (4) Recommendations concerning policies, standards, guidelines, and regulations to implement the strategy.

- e. Make recommendations on determinations of customary and traditional use of subsistence resources.
  - f. Make recommendations on determinations of rural status.
  - g. Provide recommendations on the establishment and membership of Federal local advisory committees.
5. **Agency or Federal Officer Receiving the Advisory Committee's Advice/ Recommendations.** The Council reports to the Federal Subsistence Board Chair, who is appointed by the Secretary of the Interior with the concurrence of the Secretary of Agriculture.
6. **Support.** The Office of the Assistant Secretary-Policy, Management and Budget; Deputy Assistant Secretary-Policy and Environmental Management; Office of Subsistence Management will provide administrative support for the activities of the Council.
7. **Estimated Annual Operating Costs and Staff Years.** The annual operating costs associated with supporting the Council's functions are estimated to be \$209,000, including all direct and indirect expenses and 1.0 Federal staff year.
8. **Designated Federal Officer (DFO).** The DFO is the Subsistence Council Coordinator for the Region or such other Federal employee as may be designated by the Director, Office of Subsistence Management. The DFO is a full-time Federal employee appointed in accordance with Agency procedures.

The DFO must:

- (a) Ensure the Council activities comply with the FACA, FACA Final Rule, Agency administrative procedures, and any other applicable laws and regulations;
- (b) Approve or call all meetings of the Council or subcommittee;
- (c) Approve the agenda;
- (d) Attend all Council and subcommittee meetings for their duration;
- (e) Fulfill the requirements under section 1009 of the FACA, Advisory Committee Procedures;
- (f) Adjourn any meeting when the DFO determines it to be in the public interest;
- (g) Chair any meeting when so directed by the Federal Subsistence Board Chair;
- (h) Maintain information on Council activities and provide such information to the public, as applicable; and

- (i) Ensure Council members and subcommittee members, as applicable, receive the appropriate training (e.g., FACA overview, ethics training) for efficient operation and compliance with the FACA and FACA Final Rule.

Also, the DFO should ensure a public facing website is created and maintained for the Council.

9. **Estimated Number and Frequency of Meetings.** The Council will meet 1-2 times per year, and at such times as designated by the Federal Subsistence Board Chair or the DFO.
10. **Duration.** Continuing.
11. **Termination.** The Council will become inactive 2 years from the date the charter is filed, unless prior to that date, the charter is renewed in accordance with provisions of section 1013 of the FACA. The Council will not meet or take any action without a valid current charter.
12. **Membership and Designation.** The Council is composed of 10 representative members and one non-voting young leader member. All representative members must be residents of the region represented by the Council and must be knowledgeable and experienced in matters relating to subsistence uses of fish and wildlife. In addition to being a resident of the region represented by the Council, the one non-voting young leader member must be between the age of 18 and 25 and must participate in subsistence activities, be otherwise knowledgeable in matters related to subsistence uses of fish and wildlife or be engaged in a resource management-related field of study.

To ensure that each Council represents a diversity of interests, the Federal Subsistence Board in their nomination recommendations to the Secretary will strive to ensure that seven of the members (70 percent) represent subsistence interests within the region and three of the members (30 percent) represent commercial and sport interests within the region. The portion of membership representing commercial and sport interests must include, where possible, at least one representative from the sport community and one representative from the commercial community.

For geographic membership balance, it is a Council goal to seat four members who reside on the Kodiak Archipelago, three members who reside on the Alaska Peninsula, and three who reside on the Aleutian and Pribilof Islands.

The Secretary of the Interior will appoint members based on the recommendations from the Federal Subsistence Board and with the concurrence of the Secretary of Agriculture.

Voting members will be appointed for 3-year terms. A non-voting young leader member will be appointed for a 2-year term. Members serve at the discretion of the Secretary of the Interior.

If appointments for a given year have not yet been announced, a member may continue to serve on the Council following the expiration of his or her term until such appointments have been made.

Unless reappointed, the member's service ends on the date of announcement even if that member's specific seat remains unfilled.

Alternate members may be appointed to the Council to fill vacancies if they occur out of cycle. An alternate member must be approved and appointed by the Secretary before attending the meeting as a representative. The term for an appointed alternate member will be the same as the term of the member whose vacancy is being filled.

Council members will elect a Chair, Vice-Chair, and Secretary for a 1-year term.

Members of the Council will serve without compensation. However, while away from their homes or regular places of business, Council and subcommittee members engaged in Council, or subcommittee business, approved by the DFO, may be allowed travel expenses, including per diem in lieu of subsistence, in the same manner as persons employed intermittently in Government service under section 5 U.S.C. § 5703.

13. **Ethics Responsibilities of Members.** No Council or subcommittee member will participate in any Council or subcommittee deliberations or votes relating to a specific party matter before the Department or its bureaus and offices including a lease, license, permit, contract, grant, claim, agreement, or litigation in which the member or the entity the member represents has a direct financial interest.
14. **Subcommittees.** Subject to the DFO's approval, subcommittees may be formed for the purpose of compiling information or conducting research. However, such subcommittees must act only under the direction of the DFO and must report their recommendations to the full Council for consideration. Subcommittees must not provide advice or work products directly to the Agency. Subcommittees will meet as necessary to accomplish their assignments, subject to the approval of the DFO and the availability of resources.
15. **Recordkeeping.** Detailed records must be kept of each Council, subcommittee, or other subgroups. All records must be made available to the public subject to the Freedom of Information Act (5 U.S.C. § 552) and must be handled in accordance with General Records Schedule 6.2 and other approved Agency records disposition schedules.

/sgd/ Deb Haaland  
Secretary of the Interior

January 17, 2024  
Date Signed

January 18, 2024  
Date Filed