

**U. S. Department of the Interior  
Invasive Species Advisory Committee**

**Charter**

1. **Committee's Official Designation.** Invasive Species Advisory Committee (ISAC).
  2. **Authority.** Establishment of the ISAC by the Secretary of Interior is required by Executive Order 13112, (February 3, 1999), as amended by Executive Order 13751, (December 5, 2016), in accordance with Executive Order 13811 (September 29, 2017), and is regulated by the Federal Advisory Committee Act (FACA), as amended, 5 U.S.C. Appendix 2.
  3. **Scope and Objectives.** The purpose of the ISAC is to provide information and advice for consideration by the National Invasive Species Council (Council).
  4. **Description of Duties.** As requested by the Council, ISAC provides advice to support implementation of the Council's duties, including:
    - a) Undertaking a National Invasive Species Assessment that evaluates the impact of invasive species on major U.S. assets, including food security, water resources, infrastructure, the environment, human, animal, and plant health, natural resources, cultural identity and resources, and military readiness, from ecological, social, and economic perspectives;
    - b) Fostering creation of a national early detection and rapid response program that builds on existing incident response, data collection, and rapid reporting capacities, including those relevant to vectors, reservoirs, or causative agents of disease, and operates through regional coordinating mechanisms supported by state leadership;
    - c) Publishing an assessment by 2019 that identifies the most pressing scientific, technical, and programmatic coordination challenges to the Federal Government's capacity to prevent the introduction of invasive species, and that incorporate recommendations and priority actions to overcome these challenges into the National Invasive Species Council Management Plan, as appropriate;
    - d) Supporting and encouraging the development of new technologies and practices, and promoting the use of existing technologies and practices, to prevent, eradicate, or control invasive species, including those that are vectors, reservoirs, and causative agents of disease;
    - e) Publishing a National Invasive Species Council Management Plan;
    - f) Enhancing cooperative stewardship with states, territories, and federally-recognized tribes to address invasive species, including by identifying and
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overcoming regulatory and non-regulatory barriers to effective and cost-efficient cooperation;

- g) Restoring ecosystems, including human-managed landscapes (e.g., rangelands, forestlands), and other national assets impacted by invasive species;
- h) Reducing the impact of invasive species on the American economy by safeguarding employment and income generated through the enjoyment and utilization of natural resources, as well as creating employment opportunities for preventing, eradicating, or controlling invasive species;
- i) Engaging the hunting and fishing communities in preventing, eradicating, or controlling invasive species; and

At the conclusion of each meeting or shortly thereafter, provide a detailed recommendation report, including meeting minutes to the Designated Federal Officer (DFO).

5. **Agency or Official to Whom the Committee Reports.** The ISAC reports to the Secretary of the Interior (Secretary) through the DFO.
6. **Support.** Administrative and financial support of the ISAC will be provided by the Department of the Interior.
7. **Estimated Annual Operating Costs and Staff Years.** The annual operating costs associated with supporting the ISAC's operations are estimated to be \$150,000, including all direct and indirect expenses and 1.3 Federal staff years.
8. **Designated Federal Officer.** The DFO is the Executive Director of the National Invasive Species Council who is a full time Federal employee appointed in accordance with Agency procedures. The DFO or Alternate DFO will approve or call all ISAC and subcommittee meetings, prepare and review all meeting agendas, attend all ISAC and subcommittee meetings, adjourn any meeting when the DFO or Alternate DFO determines adjournment to be in the public interest, and chair meetings when directed to do so by the Secretary.
9. **Estimated Number and Frequency of Meetings.** The ISAC will meet face-to-face at least once per year, and at such other times as designated by the DFO. ISAC may also meet by conference calls, in keeping with FACA guidelines.
10. **Duration.** Continuing.
11. **Termination.** The ISAC will terminate on September 29, 2019, unless extended by the President. The ISAC will not meet or take any action without a valid current charter.

12. **Membership and Designation.** The ISAC will consist of no more than 16 voting members who will be appointed as representatives or Special Government Employees (SGEs). Members of the ISAC will be knowledgeable in and represent one or more among, but not limited to, the following interest groups:

- 1) Biologists
- 2) Ranchers
- 3) Foresters
- 4) Farmers
- 5) Economists
- 6) Educators
- 7) Sportsmen/Outdoor Recreationalists
- 8) State/Local/Tribal/Territorial Governments
- 9) Non-Governmental Organizations
- 10) Risk Assessment Analysts
- 11) Public Health Specialists
- 12) Industry Representatives
- 13) Information/Database Managers
- 14) Researchers

Members will serve for terms of 3 years, with no member serving more than two consecutive terms, unless the Secretary extends the length of the ISAC members' terms to improve the effectiveness and efficiency of the ISAC.

Members are expected to participate in all ISAC meetings and activities. If a member fails to do so, the DFO may recommend that the Secretary terminate the member's appointment to the ISAC. All members serve at the pleasure of the Secretary.

Alternate members may be appointed to the ISAC. Alternate members must be approved and appointed by the Secretary before participating at meetings. Alternate members shall have experience and/or expertise similar to that of the primary member.

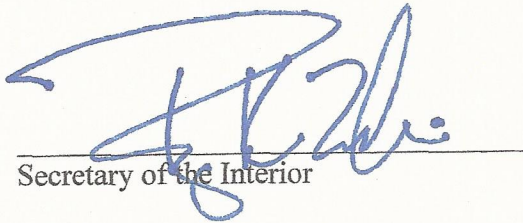
Members of the ISAC, as well as its subcommittees serve without compensation. However, while away from their homes or regular places of business in the performance of services of the ISAC, members may be allowed travel expenses, including per diem in lieu of subsistence, in the same manner as persons employed intermittently in the Government service, as authorized by section 5703 of title 5, United States Code.

13. **Ethics Responsibilities of Members.** No ISAC or subcommittee member will participate in any ISAC 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.

The Department of the Interior will provide materials to members appointed as SGEs explaining their ethical obligations. Consistent with the ethics requirements, members will

endeavor to avoid any actions that would cause the public to question the integrity of the ISAC's operations, activities, or advice. The provisions of this paragraph do not affect any other statutory or regulatory ethical obligations to which a member may be subject. SGEs are required to complete annual ethics training and file a confidential financial disclosure form.

14. **Subcommittees.** Subject to the DFO's approval, subcommittees may be formed for the purpose of compiling information, conducting research, and drafting documents. However, such subcommittees must act only under the direction of the DFO and must report their recommendations to the full ISAC 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.** The records of the ISAC, and formally and informally established subcommittees of the ISAC, shall be handled in accordance with General Records Schedule 6.2, and other approved Agency records disposition schedule. These records shall be available for public inspection and copying, subject to the Freedom of Information Act, 5 U.S.C. 552.



Secretary of the Interior

DEC 12 2017

Date

DEC 18 2017

Date Filed