

Draft  
Desert Managers Group  
Proposed Stakeholder Participation Guidelines

A. **Purpose:** To promote and facilitate constructive stakeholder participation in meetings of the Desert Managers Group (DMG).

B. **Background:** The primary purpose of the DMG is to provide managers of government agencies working in the California Desert with a forum to share information and discuss and collaborate on issues of common interest. As provided for in the DMG Charter (June 2000), the DMG will provide opportunities for stakeholder participation in DMG meetings and discussions when appropriate and useful to help better inform discussion on or about a specific issue or project.

For the purposes of these guidelines, a "stakeholder" is defined as an officially designated representative or member of a local government, tribe, Federal and State Agency who is not a member of the DMG, the general public, or a non-government organization (NGO).

C. **Guidelines:** DMG meetings are not part of any legally mandated environmental or administrative hearing process. DMG meetings are designed to be working staff meetings and are therefore not necessarily open to the public. However, as a general rule, DMG meetings will be open to attendance by stakeholders except in situations where confidential candor, debate and information gathering is required (e.g., budgets, staffing plan, DMG administration, interagency communication, DMG team building, legal issues, etc.). When stakeholder participation at a DMG meeting or in a DMG project is deemed to be appropriate and useful, the following guidelines will apply:

1. The meeting chair will be responsible for determining what portion of the meeting will be open to stakeholder participation in consultation with the DOI/DOD Coordinator and other members of the DMG.
2. Stakeholders may attend DMG meetings by invitation only. The manager hosting each DMG meeting will coordinate with the DOI/DOD Coordinator and other members of the DMG to develop an invitation list for each DMG meeting. Stakeholders who wish to attend a DMG meeting may also contact the DOI/DOD Coordinator to request an invitation.
3. Stakeholders will be invited to provide comments at designated times identified on the meeting agenda. Stakeholder presentations will generally be limited to 3 minutes unless agreed to with the meeting organizers prior to the start of the meeting. Stakeholder comments should be relevant to a topic on the agenda or a goal or objectives identified in the DMG 5 year plan.
4. As appropriate, the DMG may invite certain federal, state, local and tribal government agencies who are not members of the DMG to participate on DMG working groups. Members of the general public and

representatives of NGOs who have expertise in the mission of the work group may also participate in a DMG work group. However, because of limitations imposed by FACA, non government/private stakeholders can not serve as an official member of the work group. Stakeholders should indicate their interest in participating in a work group in writing to the DOI or DOD Coordinator.

5. DMG meeting notices will be posted on the DMG website ([www.dmg.gov](http://www.dmg.gov)) at least two weeks prior to a scheduled meeting and emailed to a list of stakeholders maintained by the DOI/DOD coordinators. Stakeholders may add their name and contact information to the mailing list by contacting the DOI or DOD Coordinator.
6. Summaries of DMG meetings will be posted on the DMG website two weeks following each meeting
7. The DMG may host special meetings to provide for more in depth discussion of stakeholder issues on topics or issues that are related to the mission of the DMG.

**D. Additional Public Involvement Opportunities:** Stakeholders are encouraged to also participate in: 1) The agency land and resource management planning process associated with any project of interest to them; 2) Meetings of the BLM Desert Advisory Council as appropriate; and 3) Appropriate NEPA and CEQA compliance activities as specified in the guidelines for those processes. All actions implemented or coordinated by the DMG will be subject to appropriate NEPA/CEQA compliance.

**E. DMG Contact Information**