Agriculture Advisory Council
BMP-Complaint Subcommittee Charter

1. BMP-Complaint Subcommittee Overview
   Establishment Date: 10/22/2026
   Duration or Completion Date: 09/01/2027 (or to be extended as needed)

2. Mission
   Briefly state the mission or problem statement for this Subcommittee.
   The mission of the Best Management Practices-Complaint Subcommittee is to evaluate the complaint (or grievance) process through real-world examples to identify gaps and opportunities in the current system and make recommendations to the Agriculture Advisory Council to address and resolve complaints from the community related to agriculture and livestock operations.

3. Authority and Responsibilities
   The BMP-Complaint Subcommittee is authorized under Article VIII, sec 9 of the bylaws. Further guidance on subcommittee operation is found in Section 5 of the Operating Guidelines. The subcommittee will:
   - Review real-world cases,
   - Understand regulatory and non-regulatory agencies' processes,
   - Review Kitsap County Code agriculture code and the enforcement perspective related to best management practices, farm plans, and animal densities, and
   - Submit recommendations to the full Agriculture Advisory Council for consideration.

4. Membership

Role	Member	Responsibilities
Chairperson	Hannah Orando Baldus	Leads the committee, sets agenda, facilitates meetings, reports to Agricultural Advisory Council
Vice-Chair	Mickey Centeno	Assists the Chairperson and steps in when they are not available
Note-taker	TBD	Takes meeting minutes, manages documentation
Members	Scott Hall Dawn Oien Miles Paden	Participates in discussion, contributes to initiatives and helps execute committee projects.

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5. Meeting frequency
   Meet monthly, with additional working meetings as needed. Meeting format, scheduling, and public access will be coordinated with county staff consistent with Ag Council requirements.

6. Agenda, Minutes, and Reports
   Provide information on who will provide administrative support and develop the meeting agendas. Provide a list of what will be recorded in the meeting minutes and who is responsible for recording and sharing.

   Meeting dates and times to be determined.

7. Scope of Work
   a. Review real-world cases.
   b. Understand regulatory and non-regulatory agencies' processes.
   c. Review Kitsap County Code agriculture code and the enforcement perspective related to best management practices, farm plans, and animal densities.
   d. Prepare recommendations to the full Agriculture Advisory Council for consideration.
   e. Decision making is consensus or majority input to shape recommendations and guide implementation of subcommittee activities. Any internal votes are for coordination purposes only and do not constitute Agricultural Advisory Council decision.
   f. Deliverables
      i. Evaluation of the complaint (or grievance) process through real-world examples to identify gaps and opportunities in the current system
      ii. Recommendations to the Agricultural Advisory Council to address and resolve on complaints from the community related to agriculture and livestock operations
      iii. Potentially create tools (e.g. resolution algorithm or education materials about BMPs and/or the complaint process
      iv. Regular progress updates to the Council
      v. Report summarizing outcomes, lessons learned and suggestions for any continuing work

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