

**NORTH VALLEY REGIONAL  
GEOGRAPHIC INFORMATION SYSTEMS COUNCIL**

**CHARTER**

September 9, 2003  
*Updated 5-25-05*

# North Valley Regional Geographic Information Systems Council

## CHARTER version 1.0

### I. GENERAL PROVISIONS

**1. Name**

The name of the organization is the North Valley Regional Geographic Information Systems Council.

**2. Region**

The Council region tentatively incorporates Butte, Glenn and Tehama Counties in the Northern Sacramento Valley/Southern Cascade Mountains/Northern Sierra Nevada Region in Northern California.

**3. Location**

The principal office and convening organization is:

Butte County Association of Governments  
965 Fir Street  
Chico, CA 95928  
Ph: (530) 879-2468  
Fax: (530) 879-2444  
Contact: Chris Devine, Senior Planner  
Email: [cdevine@bcag.org](mailto:cdevine@bcag.org)

### II. PURPOSE

**1. Mission**

The purpose of the council is to facilitate cooperation among public and private agencies in Northern California in promoting development and dissemination of Geographic Information Systems infrastructure and geospatial data.

**2. Goals**

- a. To improve operations, reduce costs, and facilitate new analyses and joint decision-making.
- b. To provide a forum for information sharing and collaboration.
- c. To realize economies of scale through joint purchase projects.
- d. To pursue funding for ad hoc geospatial projects on a regional basis.
- e. To promote the goals of the California GIS Council.

### III. PARTICIPATION

Council participation is open to all GIS users and individuals interested in promoting the development of GIS infrastructure in the region.

Council participation is not exclusive. It is anticipated that some participants may wish to affiliate with more than one Regional GIS Council.

The council is an information exchange not a policy-making forum hence its actions are not binding on any participant.

Individuals indicate their participation in the council by providing their current contact information in the Council's Contact List.

### IV. OPERATIONS

#### 1. Meetings

Regular meetings will be held quarterly at the call of the chair.  
Special meetings may be held at the discretion of the chair.

#### 2. Governance

The Chair of the NVRGC will be responsible for the following:

- Recorder (develops agenda, minutes, etc.),
- Webmaster, (posts agendas, minutes and other relevant information on website)
- Liaison's organization will serve as the convening organization
- Other duties on an as-needed basis.
- Liaison to the California GIS Council

At the first regular meeting of each calendar year the council will reaffirm the current chair, or appoint a new chair

#### 3. Communication

Written communication to participants most often will take place via email.

A website will be maintained at [www.bcag.org](http://www.bcag.org)

Website postings will include;

- agendas
- meeting notes,
- contact list,
- etc.

**4. Participants Contact List**

Participants will provide for the contact list;

- participant's name,
- organization
- department,
- email address
- telephone number,

**5. Dissolution**

The Council will continue to function as long as it has the confidence of its participants.

**6. Collaborative Projects**

From time-to-time the council may establish ad hoc collaboration for the purpose of pursuing a particular project. An ad hoc project may be proposed by any participant. Should sufficient interest be indicated, a committee will be struck to manage the project and create a project proposal. Included in the project proposal will be a draft Memorandum of Agreement outlining the:

- detailed nature of the project
- means of indicating participation
- cost of participation or financial proceeds of participation
- lead agency that will enter into a contractual arrangement on behalf of the project participants.
- individual having primary responsibility for the project
- sharing, distribution, updating, and maintenance resolutions
- ownership and restrictions-on-use resolutions

**7. Amendments**

Amendments to this charter can be made by consensus at any regular meeting.