



## California Joint Institute for Wood Products Innovation

### CHARTER

The Joint Institute for Wood Products Innovation (Institute) was established pursuant to Executive Order B-52-18. The Institute shall report to the California Board of Forestry and Fire Protection (Board). The Board may amend this charter at any of their regularly noticed meetings.

#### Purpose

The purpose of the Institute is to facilitate innovation and growth to develop and expand a robust and sustainable forest products market sector. Through research and analysis, the Institute will identify market and workforce gaps as well as opportunities for innovation in the forest products market sector. The Institute will support research to innovate new uses for forest products, emphasizing carbon sequestration opportunities. The Institute will make recommendations for State and federal policy changes to serve as a force multiplier for forest products.

#### Leadership

Institute leadership will consist of representatives from UC, CSU, and other academic institutions as well as the Board (Co-Chair position) and California Natural Resources Agency (Resources Agency; Co-Chair position). Initiating membership will include a representative from each of the following: UC Berkeley College of Natural Resources, Cal Poly San Luis Obispo Wildland Urban Interface Fire Institute, the Board, the Resources Agency, and Board staff. As a member of the Institute leadership, the Board member shall not be acting in his or her official capacity as a representative of the Board. Institute academic leadership shall serve 4-year terms. Institute leadership may elect to add or release members (except the Board and Resources Agency Co-Chairs and Board staff) in consultation with the Board.

**Commented [HK1]:** All other Board committees have term limits. It is important that this consistency is maintained throughout all Board committees. It also allows for increased participation with Board programs for others interested in participating.

#### Advisory Council

The Advisory Council (Council) shall consist of nine members appointed by the Board plus Board staff. One of the nine Board appointments shall be a member of the Institute. The Council shall reflect a diversity of perspectives and expertise, which may include forest products, forest management, environmental conservation, finance/investment, forested communities, rural economic development, tribal interests, and other areas as determined by the Board. Following an initial random allocation of 2 or 3 year terms in order to maintain an Advisory Council body at all times, Council members shall serve 2-year terms without term limits, subject to reappointment by the Board. The Board may elect to change Council representation or membership numbers as needed. The Council shall report to the Board and the Institute. The Council shall be subject to the Bagley-Keene Open Meeting Act (Bagley-Keene).

**Commented [HK2]:** Having overlap between the Institute and Council doesn't add value to the Institute structure. Institute and Council members attend all meetings. Overlap with one person sharing a seat in 2 positions limits communication with multiple Council members due to a Council member being an Institute member and Bagley-Keene restrictions.

Board staff shall be responsible for the day-to-day operation and management of the Council. In accordance with Bagley-Keene, Council meetings will be public and shall be publicly noticed at least 10 days in advance of a meeting. The Council shall meet no less than four times per year and may meet in person, by teleconference, or via webinar. Council advice shall be submitted to the Institute.

#### Governance

The Board shall oversee all activities of the Institute and Council. Institute reports may be provided to the Forest Management Task Force or a successor entity when appropriate. The Board shall assure that all activities are of an applied nature and reasonably related to real world challenges and opportunities related to increasing forest resilience and forest products sector.

Institute leadership and Board staff shall be responsible for Institute operation and management and its activities pursuant to contracts and grants. The Institute flow chart provides the organizational structure for the Institute in the context of other mandates, entities, and efforts and can be referenced as Appendix A of this charter. All products and supporting resources developed under contract with the Board or sub-contracted through the Institute shall be publicly accessible, including, but not limited to, data, software, reports, and analytical tools. The Institute shall meet as needed and will report to the Board as necessary. The Institute may, with input from the Board and Council, hold open forum meetings to help achieve its purpose.

The Institute shall consult with the Council on the development of all projects. The Institute will share project findings with the Council and Board as well as solicit advice on next steps. The Institute shall provide information, research, and analysis to the Board related to the expansion of the forest products sector for use by the Board when developing new contracts for wood products innovation.

The Council may provide guidance and direction in setting Institute priorities. This may include assessing results, identifying new opportunities, and any other areas deemed necessary by the Council, Institute, or Board to assist with successful retention and expansion of California's forest products sector.

#### Goals

The Institute shall:

- Align activities to contribute to long-term sustainability, forest health, carbon storage, and renewable materials.

The Institute may:

- Align California academic and business centers across disciplines to perform the activities of the Institute (in collaboration with pertinent federal, state, and local organizations as well as NGOs, tribal nations, industry, and other areas of expertise), including, but not limited to:
  - market research, development, and testing;
  - promotion of business innovation; and
  - research, education, development, and adoption of new opportunities, including forestry, wood engineering and nanotechnology, business administration, marketing, architectural design, and forestry workforce development.
- Provide preliminary due diligence where needed to identify promising wood products, markets, and technologies in partnership with existing small business development centers.
- Identify State and federal policy tools to be a force multiplier for businesses (e.g., incentives, subsidies, purchasing commitments).
- Prioritize development of innovations that enable near-term removal and utilization of hazardous fuels and vegetation thinning from California's forested lands.
- Serve as a center for innovative forest products research and development, analysis, education, and outreach for California.
- Identify forestry and wood products workforce gaps as well as solutions to fill those gaps.
- Identify barriers to entry and expansion for the wood products industry, including access to capital and capital equipment, and identify tools to overcome those barriers.

- Facilitate science-based dialogue regarding the environmental, economic, and social tradeoffs that accompany forest product utilization scenarios.
- Organize California-based experts on a full range of wood and forest biomass utilization options via a “virtual hub.”
- Partner with existing national and international wood innovation centers and service providers to leverage limited funds and expertise.
- Identify and fill gaps in knowledge relevant to ongoing efforts and the goal of utilizing more wood in general and more California-grown wood specifically in the State’s future construction projects.
- Consider woody biomass from agricultural sources and clean mill byproducts when conducting research or preparing analysis and recommendations related to innovative forest products.

### Activities

The Institute may engage in these and other activities necessary to support expanded utilization of forest materials to achieve sustainable forest management in California. Institute members may also engage in related activities during their normal academic activities. Only activities performed under Institute-related contracts or under the name of the Institute shall be subject to this charter.

Institute members shall prioritize the following activities:

- Review existing analyses of barriers and opportunities to forest product expansion, including reports produced for the Tree Mortality Task Force, the work of the Barriers sub-work group of the Wood Utilization Work Group, and reports to the US Forest Service.
- Identify gaps in knowledge and understanding and meet with various stakeholders to fill gaps and identify market opportunities of interest to those actively pursuing market expansions. This may include, but is not limited to, local governments, investors, NGOs, and tribal nations.
- Coordinate applied research projects responsive to the recommendations of the Wood Utilization Work Group and/or Council.
- Develop a business incubator for wood products that is coordinated with local chambers of commerce, counties, and community business leaders.

Institute members shall also:

- Conduct market research to identify existing and emerging wood products, including, but not limited to, forestry, wood engineering, biomass, and nanotechnology.
- Share market research findings with the Council and others interested in expanding innovative wood product markets to solicit advice on prioritizing new opportunities for further research.
- Conduct research and develop strategies to reduce barriers to the development and deployment of innovative wood products in California, identify near-term opportunities for such development, and communicate findings to audiences interested in implementing priority opportunities.
- Identify new technologies to improve the economic viability of sustainable forest management practices and ecosystem restoration.
- Survey and/or conduct meta-analysis of potential market sizes for innovative wood products in California, the Pacific Northwest, nationally, and internationally with sufficient scale and timelines that will offer substantive assistance to reduce hazardous fuels and improve forest health in California.
- Provide education and outreach to affected entities, interested parties, the public, media, and policy makers on work of the Institute as well as forest products and innovative wood products.
- Initiate local, state, and federal policy design for wood innovation and expanded utilization of forest biomass.
- Identify and evaluate relevant implemented and operational national and international wood product innovation initiatives and standards as appropriate.

Funding

The Board will allocate available funds annually to the Institute for ongoing staff, grants, grant management, university consulting, and other approved expenditures. Funding levels will vary from year to year. Board and Institute members will work to bring in additional resources to support Institute efforts as needed.

To leverage the work of the Joint Institute, the Board may identify, request, and/or accept funding partnerships with public and private entities as well as tribal nations, subject to such limitations as determined by the Board.

July 7, 2020

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