

NYNJ Trail Conference

Sawyers Committee Charter

Purpose

The Sawyers Committee works with staff and volunteers to implement the policies and procedures related to all saw operations within the Trail Conference.

Membership

- The Sawyer Committee Chair is nominated by the Executive Director. The Committee Chair in consultation with the Executive Director invites other members to the Committee, preferably including representation from each region, the Appalachian Trail and a legal or risk management counsel. Terms on the Sawyer Committee are for one calendar year.
- The Executive Director will name a staff member as the primary liaison to the Committee and Project Manager(s) as needed.

Responsibilities

- Work with the Policy Council to periodically review, propose and revise policies and procedures.
- Manage the enrollment, tracking, certification and training needs for all sawyers and swampers.
- Manage the Appalachian Trail (ATC) relationship by training AT-specific sawyers, keep the ATC informed of current AT-specific sawyer status, and be part of ATC budget planning.
- Prepare annual budgets and manage to that budget.
- Manage mailing list to find sawyers for reported problems.
- Communicate, educate and support each Regional Trails Council with sawyer and swamper services.
- Schedule courses to keep certifications current. Includes finding instructor and location. Follow up for all detail pertaining to class.
- Coordinate first aid classes and manage safety gear.
- Create forms for recording chainsaw work; develop a process to gather those results as needed for reports for budget planning and management reports to supervisors and chairs.
- Develop a training program for swamper safety education, help create related policies and practices, and schedule courses to keep certifications current.
- Review Trail Maintenance Manual and make suggestions to Policy Council to include further detail regarding fallen tree reporting, safe tree removal, and safe tool use. Incorporate this into Intro to Trail Maintenance class.

Meetings

- The Chair will convene meetings, prepare meeting agendas, and work with members to set priorities. The chair may designate any Committee member as the temporary Chair to facilitate a meeting.
- The Committee will determine the time and locations of its meetings, which will be posted on the Trail Conference website along with agendas and minutes, and can be held electronically or by conference call.
- A majority of members (present either in person or by telephone) shall suffice as a quorum, and a majority vote of such members present shall be necessary for action on agenda items.

This charter approved and adopted on April 26, 2016 by the Board of Directors.