

NEVADA JOINT MILITARY AFFAIRS COMMITTEE CHARTER

I. NAME

This organization shall be known as the Nevada Joint Military Affairs Committee (NJMAC).

II. PURPOSE

The purposes of the NJMAC are to:

1. Maintain effective communication and working relationships between the State of Nevada, Department of Defense branches, Department of Energy and the federal land management agencies that manage installations/lands in Nevada.
2. Discuss plans of mutual interest and, when appropriate, propose actions to address significant issues.

III. MEMBERSHIP

1. The following shall compose the core membership of the NJMAC:
 - a. Commander, Nellis Air Force Base
 - b. Commanding Officer, Naval Air Station, Fallon
 - c. Commander, Hawthorne Army Depot
 - d. The Adjutant General, Nevada National Guard
 - e. Site Manager, Department of Energy, Nevada Operations Office
 - f. State Director, Bureau of Land Management, Nevada State Office
 - g. Field Supervisor, U. S. Fish and Wildlife Service, Nevada Fish & Wildlife Office
 - h. Administrator, Nevada State Clearinghouse
 - i. Forest Supervisor, U. S. Forest Service, Humboldt-Toiyabe National Forest
 - j. Area Manager, U. S. Bureau of Reclamation, Lahontan Basin Area Office, Mid-Pacific Region
 - k. Bureau of Indian Affairs, Western Region
2. Other military, Federal and State agencies and Congressional representatives are invited to attend and participate in meetings. Leadership of the organizations identified above may designate a representative to attend and participate on their behalf.
3. Membership on this committee shall not be construed in any way to limit the legal rights, obligations or authority of any individual representatives, groups or agencies.

Comment [mrh1]: The appropriate position would need to be entered.

IV. RESPONSIBILITIES

1. Nevada State Clearinghouse
Nevada State Clearinghouse will be responsible for
 - a. Developing meeting agendas
 - b. Notifying all Committee members of scheduled meetings
 - c. Encouraging attendance and developing an attendance list
 - d. Serving as the repository for meeting minutes, briefing materials, etc.

2. Chairperson
3. Meeting Host
The host responsibility will rotate every meeting. Responsibilities of the meeting host include:
 - a. Making logistical arrangements including facility, equipment, breaks, lunch, meeting minutes, etc.
 - b. Conducting meetings
 - c. Assignment of cross-functional team when necessary
 - d. Assign milestones/timelines for actions assigned by the JMAC
4. Committee Members
 - a. Submit meeting agenda items to the Clearinghouse when requested
 - b. Give presentations to the Committee as appropriate
 - c. Maintain effective communication and working relationships with other Committee members
5. Cross-Function Teams
Cross functional teams will be identified as necessary to address specific issues/assignments and make recommendations to the Committee

Comment [mrh2]: The Charter sub-committee could not come to agreement on the need for a Committee Chairperson; therefore, it was agreed to raise this as a topic for discussion at the 2/27 JMAC meeting.

V. MEETINGS

1. At minimum, the Committee will meet semi-annually. Meetings are by invitation only.
2. This Charter will be reviewed periodically as requested by a majority of the Committee.
3. Decisions by the Committee will be made by majority vote of the Committee core members.

Comment [mrh3]: The Charter sub-committee could not come to agreement on who should be involved in vote; therefore, it was agreed to raise this as a topic for discussion at the 2/27 JMAC meeting.

VI. COMMENCEMENT/TERMINATION

1. This Charter will be effective on the date of the last signature and shall remain in effect until revised or superseded.
2. This Charter supercedes the Memorandum of Understanding between the Department of Defense and the State of Nevada, dated 1993, and the 1994 JMAC Charter.

IT IS SO AGREED:

COMMANDER, NELLIS AIR FORCE BASE

COMMANDING OFFICER, NAVAL AIR STATION FALLON

By: _____

By: _____

Title: _____

Title: _____

Date: _____

Date: _____

COMMANDER, HAWTHORNE ARMY DEPOT

By: _____

Title: _____

Date: _____

SITE MANAGER, DEPARTMENT OF ENERGY
NEVADA OPERATIONS OFFICE

By: _____

Title: _____

Date: _____

THE ADJUTANT GENERAL, NEVADA
NATIONAL GUARD

By: _____

Title: _____

Date: _____

STATE DIRECTOR, BUREAU OF LAND
MANAGEMENT
Nevada State Office

Ron Wenker
State Director

Date: _____

FIELD SUPERVISOR, U. S. FISH AND
WILDLIFE SERVICE
Nevada Fish & Wildlife Office

By: _____

Title: _____

Date: _____

ADMINISTRATOR, STATE OF NEVADA
Nevada State Clearinghouse

By: _____

Title: _____

Date: _____

FOREST SUPERVISOR, U. S. FOREST SERVICE
Humboldt-Toiyable National Forest

By: _____

Title: _____

Date: _____

AREA MANAGER, U. S. BUREAU OF
RECLAMATION
Lahontan Basin Area Office

By: _____

Title: _____

Date: _____

BUREAU OF INDIAN AFFAIRS
Western Region

By: _____

Title: _____

Date: _____