



VITICULTURE & ENOLOGY RESEARCH Committee charter

I. Purpose

The primary purpose of the Viticulture and Enology Research Committee (“the Research Committee”) is to advise the Board of Directors (“the Board”) of the Oregon Wine Board (“OWB”) with respect to—and provide continuous oversight of—OWB investments in viticulture and enology research that address the needs and priorities of Oregon grapegrowers and winemakers as specified in the OWB’s Viticulture and Enology Research Strategic Plan.

II. Committee responsibilities

Research Committee: The Research Committee approves an annual Request for Proposal (RFP) and reviews and recommends new proposals for funding.

Steering Committee: The Steering Committee provides accountable oversight for the management of the OWB budget allocated to support research in enology and viticulture by ensuring transparent and efficient functioning of the OWB Research Committee in its funding allocation process and evaluation of funded projects. The Steering Committee also provides guidance on any emergency funding request.

III. Committee membership & structure

Research Committee: The geographic diversity of Oregon winegrowing regions and the breadth of interest and expertise among the Oregon winegrowing community both require that the Research Committee shall have not fewer than 30 members to encourage engagement and provide perspectives that are broadly representative of the Oregon winemaking industry.

Research Committee members are approved by the Steering Committee following submission of an application. Applicants must currently be working in the Oregon wine industry and have at least four years of experience in viticulture or enology roles with at least two years in Oregon. The ability to read and understand the format of scientific papers, abstracts, and technical journals is a pre-requisite. There is no maximum term length for members of the Research Committee.

Research Committee members must attend meetings in late summer and early spring and other ad hoc meetings deemed necessary by leadership.

The Research Committee may assign the Steering Committee to act on its behalf through a majority vote.

Steering Committee: To ensure operational effectiveness and clear accountability for final decisions and recommendations to the Board, the Research Committee will be organized under the direction of a Steering Committee comprised of an odd number of members including: (i) the Chair; (ii) the Vice Chair; and (iii) up to seven other Research Committee members. At least three of the committee’s nine members must have a vested interest in regions outside the Willamette Valley. A good faith effort will be made to ensure the Steering Committee represents diverse backgrounds, including a spectrum of winery and vineyard business models.

With the exception of the Chair and Vice Chair, members of the Steering Committee shall serve a three-year renewable term, with the seven seat expirations staggered to ensure continuity. Steering Committee members may be nominated from among the Research Committee by any Research Committee member. The Steering Committee will put forward an updated slate for ratification by a majority of Research Committee members at the annual summer Research Committee meeting, with new Steering Committee terms taking effect immediately following that meeting.

Chair and Vice Chair: The Chair and Vice Chair are appointed by the Board. The Chair position will be held by an Oregon Wine Board Director. New Chair and Vice Chair appointments take effect at the summer Research Committee meeting or the August Board meeting, whichever comes first.

The Chair is responsible for 1) acting as the primary point of contact for the OWB Board and staff; 2) convening and presiding over all meetings of the Steering Committee and the Research Committee; and 3) providing direction to the Steering Committee on OWB matters requiring Research Committee consideration and input. The Chair approves progress reports and approves the OWB staff to release funding to researchers.

The Vice Chair assists the Chair in these efforts and serves in the place of the Chair at the Chair's request or in the Chair's absence.

Continuing Research Specialists: Two members of the Research Committee will be appointed by the Steering Committee to act as Continuing Research Specialists ("Specialists") to follow the progress of funded projects and recommend continued funding for multi-year projects. One candidate will have technical expertise in enology and the other in viticulture, as well as respected reputations for conducting their professional endeavors with reasonable fairness and objectivity. These positions will be ratified by majority vote of the Research Committee at its summer meeting.

Each Specialist will follow the progress of all funded projects and make joint recommendations to the Chair regarding ongoing payments. When proposals are submitted for subsequent funding, Specialists will make joint recommendations regarding continuing funding to the Steering Committee, contingent upon satisfactory progress toward the stated goals and objectives of the proposal.

Lead Reviewers: The Steering Committee will invite veteran and accelerated new committee members to act as Lead Reviewer for one to three new project proposals annually.

Lead Reviewers are expected to develop an in-depth understanding of their assigned proposals and check in with assigned reviewers to ensure timely and clear reviewer input. They are expected to synthesize the review panel's assessment of the proposal, consult as needed with the Continuing Research Specialists to ensure relevant enology or viticulture perspectives are adequately considered, and prepare a presentation to the full Research Committee that enables an informed discussion and final prioritization of new project proposals during the spring meeting. Lead Reviewers will fill out a form to summarize the proposal and their assessment of it prior to the annual spring proposals review meeting.

IV. Decision processes

a. Annual grant proposal reviews

The process begins each fiscal year with ratification of an RFP (Request for Proposal) and culminates in an annual meeting to discuss new research proposals at which the Research Committee votes on a prioritized list of project proposals for submission to the Board for approval and funding. Previously funded research will take precedence for funding allocations from the research budget each year. The key steps of the process are outlined in a detailed Workflow document that provides guidance for the organized efforts of the Research Committee.

The **Research Committee** meets a minimum of two times per year: once in the summer to discuss progress on funded projects and review the Request for Proposal and once in the spring for grant proposal review and funding decision-making.

The **Steering Committee** 1) consolidates near-term industry input and long-term strategic

priorities for viticulture and enology research into an annual Request for Proposal; 2) makes assignments from among the Research Committee membership to review and evaluate research proposals at the beginning of each annual proposal review cycle; 3) proposes a slate of continuing projects for ongoing funding; and 4) generates a prioritized list of new proposals for discussion by the Research Committee at the annual review meeting after the evaluation of new proposals is undertaken by the assigned review panels. Throughout the review process, the Steering Committee ensures Research Committee members fulfill their responsibilities and provides training where appropriate.

b. Emergency funding requests

Upon receiving an emergency request, the Steering Committee will assess urgency, alignment with strategic priorities, and potential statewide impact. The Steering Committee will identify a group of experts to conduct a rapid, comprehensive review, which may include consultation with relevant stakeholders. Based on experts' recommendations and available resources, the Steering Committee will then make a funding recommendation to the Board. Any emergency funding decision will be clearly communicated to the industry.

V. Conflict of interest

Research Committee members must avoid apparent or real conflicts of interest, defined as a situation in which a reasonable, well-informed person believes that a financial interest, interpersonal interest, professional interest, or personal interest could improperly influence the performance of the member's duties and responsibilities. Members are expected to openly disclose any conflicts and recuse themselves from proposal review and funding decision-making when a conflict of interest exists. Conflicts of interest include—but are not limited to—direct involvement with the proposed research, pertinent relationships with investigators, and direct financial investment or interest in the project.

VI. Accessibility of committee's work

To comply with the OWB's commitment to transparency and disclosure, Research Committee and Steering Committee meetings will be publicly noticed and open to Oregon Wine Grape Tax paying constituents as well as invited guests. Research Committee and Steering Committee meeting notes will be made available to Oregon wine industry members following approval by the Steering Committee. The Steering Committee may, on occasion, meet privately to discuss certain agenda items requiring confidentiality, and in such instances meeting notes will reflect the substance of those conversations.

VII. Charter modification

The Steering Committee may propose changes to this Charter from time to time to establish such rules as may be appropriate or necessary to facilitate the conduct of the Research Committee's business. Ratification and adoption of proposed changes to this Charter will require a majority vote of the Research Committee membership.