



WMSWCD Minutes 3/17/09

1. Meeting location and time

- a. Location: Montgomery Park
- b. Time: 6:00 pm; the meeting was called to order at 6:01 PM.

2. Introductions/Agenda Approval

- a. Those present:
 - i. Directors: Hartline, Miller, Preeg Riggsby, Peterson
 - ii. Staff: Dick Springer (District Manager); Erica Stokes (Executive Assistant)

3. Minutes and Treasurers Report

There was no quorum present so the Minutes and the Reports were not able to be approved.

a. Treasurer's Reports

- i. *WMSWCD-Balance Sheet- As of March 12, 2009*¹
- ii. *WMSWCD-General Fund Budget vs. Actual-July 2008 through June 2009*²

Manager Springer noted that the money we receive from Clean Water Services ("Contracted Services") for ECREP projects will more than likely be reduced in 2009-10 as Clean Water Services is shifting their priorities to bigger ECREP projects.

4. Directors and Staff Reports

- a. **Staff and Directors Reports:** Dick Springer submitted a written Manager's Report³. Staff members Mary Logalbo⁴, Scott Gall⁵, Kammy Kern-Korot⁶, and Carolyn Myers Lindberg⁷ submitted reports. Manager Springer noted that the staff has been very busy particularly with the large number of workshops scheduled for the spring. Additionally, he noted that Director Lightcap and Erica Stokes attended the first 2009 OACD Convention Planning Committee meeting on 3/13/09. Stokes noted that the committee created a set of goals for the convention as well as subtopics for workshops: Energy/Renewables/Waste; Credits: Forest/Farms/Water; Healthy Watersheds; Building Better Districts. She invited the Directors to submit any workshop suggestions to her, and she will share them with the committee.

Director Miller noted that Forest Park Conservancy (FPC) is hosting a planting and ivy pull on Saturday, March 21, 2009. The District is a financial supporter of the event and Manager Springer and District staff Mary Logalbo will be in attendance to introduce the District to the volunteers.

¹ *WMSWCD-Balance Sheet- As of March 12, 2009*
² *WMSWCD-General Fund Budget vs. Actual-July 2008- June 2009*
³ *Manager's Report to Board*
⁴ *Mary Logalbo's Staff Report for Board*
⁵ *Scott Gall's Staff Report for Board*
⁶ *Kammy Kern-Korot Staff Report for Board*
⁷ *Carolyn Myers Lindberg Staff Report for Board*

Director Miller went on to note that the FPC's events are very successful. Manager Springer noted that the District is not volunteer-centered, but the District has begun using volunteers to assist with workshops.

Lastly, Manager Springer noted that the Directors were invited to attend the *Spring Training* session occurring on Friday, March 20, 2009 that is hosted by the Oregon Department of Agriculture.

5. Discussion

- a. **Vacant Directors' Seats:** There is one At-Large Director vacancy on the board and one Associate Director vacancy. Vice Chair Hartline suggested that Manager Springer speak to staff about possible cooperators who may have an interest in serving as a Director. Director Preeg Riggsby noted that the Board had previously decided to table the conversation about vacancies until after attending the Budget Committee meetings as Budget Committee members may provide a good pool from which to solicit Directors. Vice Chair Hartline suggested thinking strategically about what skill sets the Board needs e.g. an attorney (Director Miller), an educator/administrator, etc. and try and find appropriate candidates with those skill sets.

Director Miller offered to look within the Forest Park Conservancy community for possible Directors. Manager Springer noted that Mary Logalbo contacted the tribal leaders at NARA (Native American Rehabilitation Association) with whom the District is working on a conservation plan in an effort to recruit a tribal candidate to the Director pool, but she has not received a response yet. Vice Chair Hartline inquired about the role of Associate Directors. Manager Springer noted that Associate Directors were appointed to work on specific projects, but serving as an Associate Director is a way for District residents who do not meet the acreage requirements for serving as a Director (traditionally urban residents e.g. Director Preeg Riggsby) to run for a Director position in the future.

Manager Springer suggested an April 1st deadline for submitting names i.e. once the budget committee's work is completed. Director Preeg Riggsby made efforts to recruit Directors and Budget Committee members, but was unsuccessful. Vice Chair Hartline suggested cooperators on Sauvie Island with whom the District has worked as possible Associate Directors.

- b. **Strategic Plan:** Vice Chair Hartline reviewed the *Strategic Plan*⁸ with the Directors, particularly highlighting the "Principles", which answer the question "how" the District does something, and the "Values", which explains "why" the District does something. The District is focused on "wholesaling" of landowner services i.e. working with partners when appropriate, limiting competition with other agencies doing the same work, and serving underserved populations e.g. unincorporated Multnomah County.

The Strategic Plan will be used by the Board and staff to prioritize projects and as a template for staff workplans. Director Preeg Riggsby noted that some of the "Target Areas" of the plan are areas of long-term focus e.g. "Economically Viable Agriculture". Manager Springer noted that we are doing some work on that now e.g. supporting two employees of Sauvie Island Organics who are attending classes given by OSU Extension Services on Managing Small Farms. Manager Springer noted that the District hopes to offer workshops in the future that connect local farmers

with local buyers (restaurants) perhaps in partnership with ODA. The District will also table at farmers' markets via the OSU Master Gardener volunteers.

Manager Springer noted that the District has been using the Strategic Plan to guide its activities.

c. Oregon Wildlife Habitat Conservation and Management Program Intern Proposal (OWHCMP):

The *Oregon Wildlife Habitat Conservation and Management Program Intern Proposal*⁹ was submitted to the District by Clair Clock, Senior Resource Conservationist of Clackamas County SWCD. Manager Springer asked the board to review the document and note that Mr. Clock will attend a future board meeting to further discuss the proposal with the Board. Vice Chair Hartline noted that this position involves staffing an intern at feed stores. Manager Springer said that District staff Kammy Kern-Korot suggested rather than paying a third of the cost of this intern, perhaps the District should pay twenty percent of the cost as that more accurately reflects the rural makeup of the District's land.

Director Hartline suggested that the District use that money for its own intern programs noting that creating a clear job description, and posting them at the appropriate university offices is the best way to get committed candidates. Director Preeg Riggsby also said that the District should look for recent graduates who need experience in addition to currently enrolled students. New graduates are seeking experience and often have more time to dedicate to the job than students. She also noted that paid internships are better than unpaid. Manager Springer noted that the District would have to pay all interns then as a matter of fairness.

Budget Committee Members: Manager Springer asked the board to recruit additional committee members if possible prior to the March 31, 2009 meeting. Vice Chair Hartline noted that the District needs to make it clear to the Directors that as a condition of serving as a Director, Directors are also Budget Committee members. As the first meeting had to be cancelled for lack of a quorum (8/14 committee members), the upcoming meeting requires mandatory attendance by the Board members. Vice Chair Hartline also suggested bringing a spouse to serve, but local budgeting law must be consulted to ensure that doing so is legal.

d. Meyer Memorial Trust Willamette Model Watershed Program: The *Meyer Memorial Trust Willamette Model Watershed Program Letter*¹⁰ is the response to Manager Springer's Letter of Interest (submitted at a previous Board meeting) which suggested that the Multnomah Channel area of the Willamette River deserved to be considered as a part of the program. The Trust, who is working with OWEB on the program, rejected the District's Letter of Interest.

Manager Springer met with OWEB Board Member Skip Klarquist and OWEB Consultant Paula Burgess to discuss how the District can receive more funding from OWEB in the future. He noted that staff asked if they should continue to pursue all grants or if the District should be using more of its funds to pay for projects e.g. Sturgeon Lake. Vice Chair Hartline wondered if the District should pay for the Sturgeon Lake study if OWEB rejects the second attempt the District is submitting for the study to OWEB's granting program. Manager Springer noted that the money that is set aside for Sturgeon Lake in the District budget could be used to fund the study, and

⁹ *Oregon Wildlife Habitat Conservation and Management Program Intern Proposal*

¹⁰ *Meyer Memorial Trust Willamette Model Watershed Program Letter*

money could be sought at a later date for the implementation component of the restoration of the lake.

Vice Chair Hartline asked if OWEB gave reasons as to why our proposal was not originally funded. Manager Springer said that essentially the OWEB readers did not understand our proposal. District staff Scott Gall is working, along with partners, to refine the grant in preparation for the resubmission date in April 2009.

Confirm next meeting date and location and adjourn.

The next meeting will occur at 6:00 PM on Tuesday, March 17, 2009 at the Montgomery Park building.

Meeting adjourned by Vice Chair Hartline at 7:20 PM