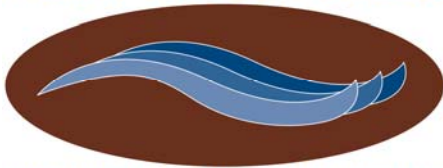


WEST MULTNOMAH



SOIL & WATER CONSERVATION DISTRICT

WMSWCD Minutes 4/20/10

1. Meeting location and time

- a. Location: District office
- b. The meeting was called to order at 6:05 PM.

2. Introductions/Agenda Approval

- a. Those present:
 - i. Directors: Hartline, Lightcap, Miller, Patte, Peterson, and Sowder
 - ii. Staff: Kammy Kern-Korot (Senior Conservationist), Dick Springer (District Manager), Erica Stokes (Executive Assistant)
 - iii. Agency: Steve Fedje (NRCS)

3. Minutes and Treasurers Report

- a. **Minutes¹ were approved with the updates listed below for March 2010 with 6 YES votes.**
Director Sowder made a motion to approve the minutes. Director Hartline seconded the motion. Director Preeg Riggsby noted via email that a vote regarding the passing of the Partner Funding Criteria needed to be included on the minutes. Director Lightcap noted that Dave Koennecke's name needed to be correctly spelled with an "e" at the end rather than a "y".
- b. **Treasurer's Reports**
 - i. *WMSWCD-Balance Sheet- As of April 16, 2010²*
 - ii. *WMSWCD-General Fund Budget vs. Actual-July 2009 through April 16, 2010³*

4. Staff Presentation

Senior Conservationist Kern-Korot presented her PowerPoint of current work to the board.⁴ Discussion ensued about Area 9 B of the Urban and Rural Reserves designation as WMSWCD works on projects in this region. This area has the potential to be similar to Luscher Farm in east Multnomah County. The Directors also discussed ways to remove reed canary grass, and getting water table data from the US Geological Service. Rural Conservationist Scott Gall is using CARE funds to have someone research and compile data for the Sauvie Island area so that WMSWCD is aware of and has data from all of the previous studies of the region.

Director Patte inquired about the land owner commitment to the Healthy Streams program. It will be a 5 year project when herbaceous plants are used to restore a riparian area and 10 years for woody restorations.

Director Sowder noted that he is in favor of neighbor outreach events (Forestry Neighbors event) as it seems the best way to reach constituents that have not yet participated in District events or utilized WMSWCD services.

5. Directors and Staff Reports

a. Staff Reports

Steve Fedje (NRCS) informed the board of the recent region-wide Local Area Workgroup met to discuss a strategic approach to conservation. Meeting attendees included neighboring SWCDs (East, Clackamas, and Tualatin), ODF, ODA, DEQ, USFW, ODFW, NRCS, etc. The group listed 50 resource concerns that need to be addressed strategically, the top four of which include: soil erosion, invasive weeds, healthy forests, and ground and surface water. The next meeting will focus on data sharing, and the meeting following that will focus on laying out the strategy to fix these issues in a focused way. The current model of random acts of conservation will no longer be the model. Fedje will inform the board of the meetings to come. He also noted that all EQIP contracts that WMSWCD applied for will be obligated on April 21, 2010.

Staff members Michael Ahr⁵, Scott Gall⁶, Kammy Kern-Korot⁷, Carolyn Myers Lindberg⁸, Mary Logalbo⁹, Dick Springer¹⁰, and Erica Stokes¹¹ submitted reports.

b. Directors' Reports

Director Sowder noted that he attended firewise training in Columbia County with Forest Conservationist Michael Ahr. He will compile notes on this training to send to the board.

Director Miller and Chair Lightcap met with Manager Springer for Manager Springer's annual review. He also met with Manager Springer and Erica Stokes to discuss the Personnel Committee's suggested changes to the Employee Handbook with the goal of clarifying and simplifying the manual.

Director Hartline and Rural Conservationist Gall met with Sue Bielke of ODFW to discuss the creation of native turtle habitat along the dikes on Sauvie Island. Gravel nesting areas will be created along the south facing dike. Director Hartline will be tabling for WMSWCD at an Earth Day event and will be attending the Wapato Weed Pull.

Director Peterson inquired about a news story she read regarding the awarding of FISH grants. Director Hartline noted that a fair and balanced review process is conducted by the FISH grant committee which consists of representatives from partner organizations and the WMSWCD board. Director Peterson also noted that the Sauvie Island Grange will begin an "Adopt a Road" program that will expand in future years if it is successful.

Director Patte noted that during the budget process Citizen Member Woods and he discussed moving toward a program budget style for presentations to the public and to committees (versus line item style-- which is always needed and can stay in the background). He will assist the District staff in this endeavor. He also noted that the Army Corps of Engineers is looking to spend mitigation funds on projects that assist with fish restoration along the lower Columbia. He will be in touch with Dick Springer about the opportunity. Several Sauvie Island projects could possibly qualify. Indigo bush removal along the Columbia River was a suggested project idea.

Director Lightcap noted that the OACD Convention Save the Date Letter has been sent and features two keynote speakers: Gail Achterman, and Dan Daggett. WMSWCD is also attempting to get SOLV founder Jack McGowan to appear. Chair Lightcap also applied to be on the North Reach Advisory Panel. He also discussed (with former WMSWCD Associate Director Eccles) the possibility of the Skyline Grange having a conservation plan with the District. He is working with Skyline School and will provide some nurse logs to them. He also attended a District staff meeting

along with Director Sowder to discuss a GPS unit and District project tracking. He noted that NOAA is having a meeting to discuss its priorities for the Lower Columbia. Staff Gall will email the meeting information to the directors. Lastly, he has asked ODA to work on getting press coverage for Dr. Mittloehner's appearance at the Connect trainings and some discussion of biogas.

6. Discussion

a. Technical Staff Roles

The *Tech Staff Roles*¹² were presented. Along with the overall communications strategy, these new streamlined titles and work areas are meant to make WMSWCD's work transparent and accessible. Further, this quick list is meant to assist directors when they are talking about WMSWCS services to community members. Though there is some overlap on certain projects, largely tech staff has clearly defined constituencies and geographic areas that they it serves. Director Miller asked if this information will be put into an organization chart. Staff Stokes noted that something to that affect will be placed on the website in the near future.

b. District Manager's Salary

Chair Lightcap made a motion to discuss raising Manager Springer's salary by 4% beginning on July 1, 2010. Director Miller seconded the motion. All (6) AYES.

Director Patte noted that the Budget Committee approved the salaries at a 3% increase from fiscal year 2009-10, but it was discussed that the board could adopt a budget with a 3%, 4%, or 5% raise without affecting the rate of taxes to be levied. Director Miller noted that discussion by the committee included raises for all of the staff between a 3%-5% range and that the current discussion was specifically for Manager Springer. Manager Springer recommended 3% for all staff and did not include step increases based on years of service as that is not the District format. Director Miller noted that in his non-profit work raises are not given equally across the board unless they are deserved. He feels as though Manager Springer should make the appropriate recommendations based his employee reviews. Manager Springer will prepare something showing his recommendations at the next board meeting. The board will reconvene the discussion on Manager Springer's salary at the Public Budget Hearing in June.

c. Employee Handbook

The Personnel Committee was thanked for its review of the handbook.

Director Hartline made a motion to approve the updated Employee Handbook. Director Patte seconded. All (6) AYES.

d. OSU Small Farms Nitrogen Efficiency MOU with WMSWCD

The MOU reflects the same budget that was presented to the board in January and approved by the budget committee. Director Hartline wondered about the need for the study of Conservationist Gall did not find a lot of nitrogen in the water with his first round of testing. Conservationist Kern-Korot noted that it was a small sample and a lot depends on the time of year. More samples will be done to determine if there are hot spots. The contract is for one year though the project will likely last for four years. WMSWCD will approve the partnership year to year. Years 2-4 will be used to implement Best Management Practices (BMPs) on farms who participate in the study. OSU Small Farms program is committed to helping farmers achieve economic success while implementing conservation practices.

Director Hartline made a motion to approve MOU. Director Patte seconded. All (6) AYES.

Confirm next meeting date and location and adjourn.

The next board meeting will occur at 6:00 PM on Tuesday, May 18, 2010 at the Montgomery Park building.

Meeting adjourned by Chair Lightcap at 7:50PM.

¹ *March 2010 Board Meeting Minutes*

² *WMSWCD-Balance Sheet- As of April 16, 2010*

³ *WMSWCD-General Fund Budget vs. Actual-July 2009 through April 16, 2010*

⁴ *Kern-Korot PowerPoint Presentation*

⁵ *Michael Ahr Staff Report*

⁶ *Scott Gall Staff Report*

⁷ *Kammy Kern-Korot Staff Report*

⁸ *Carolyn Lindberg Staff Report*

⁹ *Mary Logalbo Staff Report*

¹⁰ *Dick Springer Staff Report*

¹¹ *Erica Stokes Staff Report*

¹² *Tech Staff Roles*