



WMSWD Conservation District Board Meeting Minutes 7/23/15

1. Meeting location and time

Location: 2701 NW Vaughn St., Portland, OR 97210

The Board Meeting was called to order at 6:00 PM.

2. Welcome/Introductions & Review/Revise Agenda

Board Members present: Directors Preeg Riggsby, Looney, Peterson, Miller, Sowder and Lightcap; Associate Director Hamer

Absent: Director Hartline and Associate Directors Anderson and Weedall

Staff: DM Springer, Martin, Ahr; Guest: Kim Galland, NRCS

Agenda: Noted that staff member, Ahr, would add an update on Equity/Diversity activities to his report; Director Sowder would report on MultCo Dept of Planning activities during Board Check-ins.

Director Lightcap moved to approve the agenda; Director Sowder seconded; all approved.

3. Staff Report – Michael Ahr, Forest Conservationist

Ahr gave a brief update on District Equity/Diversity activities; he, DM Springer and some Board members have attended meetings of the group addressing this issue; an Assessment of the District is due in August, with an Action Plan due in September; the latter will probably be more of an outline, as identifying and reaching diversity goals is likely to be a long process; when the new District Manager comes on board, that will also influence the process.

Ahr then presented a description of the Build Local Alliance, its work, members, how he has worked with them, and the benefits of the group's work in the forestry area.

4. Approval of June Minutes

Director Looney moved to approve the June Board Meeting Minutes; Director Miller seconded; all approved.

5. Review Treasurer's Reports – May and June

Director Miller presented the Treasurer's reports, focusing on June, which allowed the Board to look at end of the year figures. The District continues in very good shape financially. The District received more from Multnomah County taxes than previously; District is still underspent on rural and forest programs. Directors asked about receiving interim reports on grants during the year, as well as considering reimbursing grantees as work is done during the year vs a lump sum payment at the end of the year. Director Miller would like the Board to look at the FISH grants in the fall for next year's budget, as well as project funds, with an eye to funding other projects, new staff, etc. with unspent funds.

6. District Manager Position – Appoint Personnel Committee

DM Springer's last day will be February 1, 2016 or thereabouts; he'll confirm shortly. Board decided to create a Personnel Committee, including: Directors Hartline, Lightcap, Sowder and Looney; Associate Director Hamer; one staff person; Ahr will poll the staff to determine which person will sit on the committee. The Board agreed that using a search firm is the most expedient way to proceed with recruitment of a new District Manager. Director Looney will email Associate Directors Anderson and Weedall re: their interest in serving on the Personnel Committee; she will also coordinate polling committee members to schedule a couple of meetings.

Martin shared with the Board her plans to retire at the end of November; she will be available to assist the Personnel Committee.

Director Preeg Riggsby moved to authorize the Personnel Committee to research and hire a search firm, with a budget not to exceed \$25,000; Director Lightcap seconded.

Discussion:

Board discussed where funds to hire a search firm would come from, and it was agreed that the contingency fund could be used.

Vote: Directors Preeg Riggsby, Lightcap, Looney, Sowder and Miller voted to approve the motion; Director Peterson voted NO; the motion passed.

7. Directors' and Associate Directors' Check-in Reports

Director Lightcap: Briefly reported on the Oregon Conservation Partnership Meeting he, Hartline, Hamer, Weedall and DM Springer attended, noting how well done and valuable it was, as well as expressing concern that some of the meetings had been cancelled, likely due to inadequate lead time, given prospective attendees' summer plans.

Director Sowder: Reported on Multnomah County Department of Planning's CAC Meeting, where a discussion of the code took place, in addition to the issue of the wildlife tax deferral, for which ODFW has previously been responsible. His suggestion is that WMSWCD become a Certifying Agency when the code is rewritten. This would probably require ODFW approval and also may need an IGA between the District and ODFW; if done, the Board could consider charging fees for certification work. Director Sowder will be following up on this and will keep the Board informed.

8. NRCS Update

NRCS DC Galland updated the Board:

1. Enyarts property: bid was too high, so it's back to square one.
2. Pinchot Carbon Market RCPP: one application received; \$40,000 - \$45,000 is in the pool; Galland noted that RCPP should have been clearer in communicating to potential grantees, re: the focus on planning in the first year.

9. Staff Reports (June) and Sturgeon Lake Project Update; NRCS Lease/Rent Increase

DM Springer updated the Board on negotiations for the District to take over the NRCS lease; the cost of doing so will be greater than originally anticipated, but at this point, a final figure is not known; other costs come into play, including parking, storage, etc.; he assured the Board that he and Levis will obtain the best possible deal.

10. Announcements/Reminders/Confirmation of June Board Meeting & Adjourn:

- a. September Board Meeting: Thursday, September 3, 2015
- b. Director Looney reported that the Linnton Neighborhood Association is planning to submit a FISH grant for Kingsley Park; she has been asked to be the Project Manager.
- c. Misc: Sauvie Island Barn Dance – Looney and DM Springer attending; will invite staff next; tee-shirts, hats and badges handed out to Board members; decision that Board mailboxes were not needed in the District office.

Director Preeg Riggsby moved to adjourn the meeting; Director Miller seconded; all approved; meeting adjourned at 8:10 PM.

¹ WMSWCD – 6/4/15 Board Meeting Minutes

² WMSWCD - Balance Sheets- As of May 31 and June 30,, 2015

³ WMSWCD - General Fund Budget vs. Actual Fiscal Year-to-date May 31 and June 30, 2015

⁴ WMSWCD - Profit and Loss Budget Performance Fiscal Year-to-date as of May 31 and June 30, 2015

⁵ Staff Reports