



West Multnomah Soil & Water Conservation District Board Meeting Minutes 3/14/2018

1. **Meeting Location and Time:**

Location: WMSWCD Conference Room, 2701 NW Vaughn St., Ste. 452, Portland
The meeting was called to order by Director Preeg Riggsby at 6:05 PM.

2. **Introductions and Agenda Approval:**

Board Members Present: Directors Looney, Miller, Preeg Riggsby, Sowder; Board Members Absent (excused): Hartline, Lightcap, Peterson; Associate Directors Present: Hamer, Weedall; District Manager (DM): Cathcart; Staff: Razalenti; NRCS Staff: Galland; Guest: Sydney Scout (Budget Committee Member)

3. **Minutes:** *WMSW Conservation District 2/14/2018 Board Meeting Minutesⁱ*

Director Looney made a motion to approve the minutes as written and Director Sowder seconded the motion. The motion was approved with a vote of 4-0.

4. **Treasurer's Report:**

Director Miller reviewed the January financial reports, stating that the District is under on expected revenue from property taxes. Program areas are underspent, and will be looked at for the upcoming fiscal year to get trimmed down to reallocate to other areas. Since the program areas are underspent, the expected tax revenue coming under budget did not affect the District.

The following reports were reviewed:

- a) *WMSWCD-Balance Sheet as of January 31, 2018ⁱⁱ*
- b) *WMSWCD-General Fund Budget Only Budget Performance January 31, 2018ⁱⁱⁱ*
- c) *WMSWCD-Sturgeon Lake Fund Budget Performance January 31, 2018^{iv}*

5. **Multnomah Channel Cleanup**

Associate Director Hamer gave a presentation of the 3-mile Multnomah Channel cleanup that he worked on in partnership with residents from Sauvie Island, SOLVE, and a local Boy Scout troop. He showed slides from the event that occurred in the fall of 2017, and gave an overview of some of the trash that was cleaned up, the preparation and on the ground work involved, as well as some ideas for the next cleanup.

6. **Oregon Association of Conservation Districts (OACD) Lower Willamette Basin Chair Election**

Director Preeg Riggsby explained that an election for the new Basin Representative is coming up, since Director Lightcap stepped out of that role, and all of the SWCDs within the Lower Willamette Basin team are to vote. The group took some time to read through the Biographies and Candidate Statements^v before voting.

Director Miller made a motion to elect John McDonald of Tualatin Soil & Water Conservation District as Lower Willamette Basin Chair, and Brian Lightcap of West Multnomah Soil & Water Conservation District

as Lower Willamette Basin Vice-Chair. Director Sowder seconded the motion, and the motion was approved with a vote of 4-0.

7. Diversity, Equity and Inclusion (DEI) Report^{vi}

DM Cathcart reviewed the District's Racial Equity Statement and gave an overview of the purpose of the partnership log, and what is tracked on it. The purpose of the log is to track who the District is working with on DEI specific related work. The log lists the organization the District is engaging with, identifies which staff member(s) is/are working with them, what contacts from the organization are worked with, if the organization has specific meeting dates of interest, the organization's mission statement, and an activity log which documents the partnership being developed. The partnership log also has a 'potential partner tab' where staff and Directors can document initial engagement with organizations. District staff is encouraged to update this partnership log periodically, and Directors are encouraged to let Associate Director Weedall if they have any items to add.

8. US Department of Agriculture, Natural Resources Conservation Service (NRCS) Update

NRCS staff member Galland reported that NRCS advertised three positions for Hillsboro, Eugene, and Roseburg. She attended two listening sessions in Clackamas and Multnomah Counties organized by Friends of Family Farmers. The major concerns expressed at the Multnomah County listening session were about access to healthcare, and USDA livestock.

9. District Manager Check-in

On Director Lightcap's behalf, DM Cathcart gave some updates on OACD including: a new Executive Director, John Keith was hired; the next OACD meeting will take place March 29th; the next conference call is on March 29th at 10:00am, and there is room for one Director to join the call if interested. DM Cathcart gave the following District staff updates: staff member Delepine will be returning from leave on a part-time, work from home basis on March 19th, and will be back in the office on a part-time basis in April, and back to a full-time schedule in May; staff member DeMarco will be returning for her second season with the District on Monday, March 19th; two Field & GIS interns were hired and will start on April 2nd. At the next Board meeting, a resolution will be presented to the Board to enter into easements with landowners for the Sturgeon Lake Restoration project to continue.

10. Directors' and Associate Directors' Check-in

Director Looney gave an update that she will be hosting a learning event for Columbia Sportswear employees and will be tabling at the Oregon Zoo.

Director Preeg Riggsby explained a demonstration she saw of composting port-o-potties that process the waste to put back into composting. Currently the Oregon Department of Environmental Quality will not allow this method of composting to be used in fields in Oregon, whereas it is acceptable in Washington.

11. Announcements/Reminders/Confirmation of next Meeting:

The next Budget Committee and Board meeting will be held on Wednesday, April 11th, 2018 at 6:00 PM. Director Miller moved to adjourn the meeting at 8:05 PM; Director Preeg Riggsby seconded; all approved (4-0).

-
- i WMSWCD 2/14/18 Board Meeting Minutes*
 - ii WMSWCD-Balance Sheet as of January 31, 2018*
 - iii WMSWCD-General Fund Budget Only Budget Performance January 31, 2018*
 - iv WMSWCD-Sturgeon Lake Fund Budget Performance January 31, 2018*
 - v Biographies and Candidate Statements of the Oregon Association of Conservation Districts Lower Willamette Basin Representative Election*
 - vi Diversity, Equity and Inclusion Report*
 - vii Staff Reports*