

District Manager's Report to WMSWCD Board of Directors for May 2018 Meeting (covers April activity)

General	<p>April was an intense month with development and submittal to the Budget Committee of staff's recommended balanced budget for Fiscal Year (FY) 2018-19 in a tough fiscal environment. I really appreciate the Committee's support for the recommended budget and willingness to work with Michele and me through the Financial Sustainability Index project. The District will continue to face rising personnel costs due to the need to reward staff for their experience and tenure with the District in a climate of compressed property tax revenues. I am also glad we created the infrastructure to save for future needs. April was also a milestone month for the Sturgeon Lake Restoration Project with the successful negotiation and sign-up of the four participating private landowners. The project is happening. The Board's support with the Supplemental FY 2017-18 Budget and delegation of authorities is appreciated.</p>
No Activity for Goal 1: Erosion & Healthy Soil, Goal 2: Water Quality, Goal 3: Habitat & Biodiversity	
Goal 4: Working Lands (GFPCI In Kind = 2 hour)	<ul style="list-style-type: none"> Continued planning and preparation for the Society of American Foresters National Convention Tour Forestry in the Urban Landscape scheduled for Sunday, October 7th (w/ Michael Ahr) and which will feature principles of ecological forestry based on the new book, Ecological Forest Management, by Jerry F. Franklin, K. Norman Johnson and Debora L. Johnson. The tour will feature stops within Forest Park, on two family forestland owners (one which the District works directly with) as well as on Metro Parks and Nature's Chehalem Ridge property with the book's authors serving as Keynote..
Goal 5: Cultivating Stewards	<ul style="list-style-type: none"> Tabled at the Oregon Zoo Education Center's Earth Day "Passport" event (w/ Terri Preeg Riggsby) & Field/GIS Intern J. Ari Sindel. Themes were World Fish Migration Day and invasive species (4/22).
Goal 6: Vibrant Agency	<ul style="list-style-type: none"> Leadership Team Meetings (4/9, 4/16, 4/23 and 4/30) Preparation /Agenda Setting/Attendance – West Multnomah SWCD Board Meeting (April 11th) Developed and submitted a balanced staff recommended FY 2018-19 budget for both the General Fund and the Sturgeon Lake Fund to the Budget Committee on April 11th (w/ Michele Levis, staff). Tryon Creek Watershed Council Meeting (the District is an <i>ex officio</i> member) (April 9th). Certification of the Lower Willamette Basin Team (Oregon Association of Conservation District's) election results for the Basin Representative (aka Chair) and Alternate (aka Vice-Chair). Serving on the Ballot Talley Committee were Kelly Dawes (Tualatin SWCD) and Karin Stutzman (Polk SWCD). Tabled/presented at the Sauvie Island Community Association's Annual Meeting (w/ Jane Hartline, Sauvie Island Habitat Partnership). Themes – Sturgeon Lake Restoration and invasive species) (4/19).
Sturgeon Lake (In Kind = 55.5 hours)	<ul style="list-style-type: none"> Developed FY 2017-18 Supplemental Budget for Sturgeon Lake Fund (w/ Michele Levis). Presented to Landowner #3 the District's written offer for the Temporary Construction and Work Area Easement, permanent Conservation Easement and Road Purpose Easement for the bridge. Being able to provide enough assurance that Landowner #3's ability to irrigate their farm fields during and post completion of the project will remain "whole" continued to be a challenge, but eventually resolved. Officially signed up all 4 private landowners through the following executed documents: <ul style="list-style-type: none"> Purchase and sale agreements covering all terms of participation in the project including binding the landowners to executing the agreed upon permanent conservation easements (w/ payment to be put in escrow), and if applicable, the road purpose easements expanding Multnomah County's Reeder Road right-of-way so as to accommodate inspection and maintenance of the bridge. Temporary Work Area and Construction Easements (w/ payment provided). Quitclaim Deeds (w/ payment) releasing the landowner's interest in tidally influenced lands lying below ordinary high water that the State claims ownership to, but has not perfected title to. Agreed to Temporary Construction and Work Area Easement terms (w/ Columbia River Estuary Study Task Force) with the Oregon Department of Fish & Wildlife. Meeting with Mike Pullen, Multnomah County, (w/ Carolyn and Scott) regarding construction signage needs and plan in preparation for May 17th Sauvie Island Community Association meeting.
Professional Development	<ul style="list-style-type: none"> Attended CONNECT 2018 (April 17-19th, Seaside). Final preparations for, including moderating, the session: <i>Talking Cultural Resources "Early and Often" with Private Landowners</i>. Attended monthly Portland Chapter, Oregon Society of American Foresters Meeting (April 16th).

Michael Ahr, Forest Conservationist

April Staff Report

Task	Explanation
Forestry Program (SP Goals 1-4)	<ul style="list-style-type: none"> • Worked with Laura to select final sites for Understory Seeding project. We're getting ready for monitoring season to start in May • Worked on Understory seed project invoice to NRCS with Randi's help • Finalized Program Budget request to Jim and Michele • Had a small work crew out to spray grasses on 2 sites in Abbey Cr. Watershed • 1 other site visit related to blackberry removal and native plantings
Greater Forest Park Conservation Initiative (GFPCI) (17.5 total hours)	<ul style="list-style-type: none"> • Met with Cody and Alejandro at FPC to stay coordinated on work in GFPCI (2 hr) • Site visit to potential multiple landowner blackberry project on McNamee Road. 3 landowners involved and 1 may want a stewardship plan (3 hrs) • Met with client who is pursuing NRCS-EQIP funds. Finalized a project plan (1 hr) • 6 other site visits: 3 of them translated to stewardship plan requests (11.5 hr)
Partner Meetings (SP Goals 3, 4 & 6)	<ul style="list-style-type: none"> • Attended Build Local Alliance Planning Meeting • Discussion with EMSWCD staff about preparing for future NRCS local work group meetings and arriving with shared strategies/ideas. • Met with Tualatin SWCD about getting a forestry program organized • Met with partners about delivery of understory seed project.
Education/Outreach/ training (SP Goal 4 & 6)	<ul style="list-style-type: none"> • Attended Connect Conference in Seaside 4/17-4/19. Presented on ivy control • Helping Jim to plan a forest tour for the Society of American Foresters National meeting in October 2018. • Co-wrote and reviewed an Oregon White Oak management booklet for woodland owners as part of the Woodland Fish & Wildlife Group.
Intern Program	<ul style="list-style-type: none"> • Amber Johnson and J. Ari Sindel began work on April 2. We welcomed them at our staff meeting that day and I took them on a District tour that afternoon. I've been helping to set up a work schedule for them for the next couple months, but mostly they've been assisting with the Garlic Mustard work in the District.
Diversity, Equity, & Inclusion (SP Goal 5 & 6)	<ul style="list-style-type: none"> • Attended Equity Lens Training 4/25. Worked with Mary and Scott to present info • Discussed 2018 Intern hiring process (Jim, Randi, Laura) using the Equity Lens
Vehicle Maintenance	<ul style="list-style-type: none"> • Every vehicle needed something this month. 3 shop visits for 2 oil changes, an alignment and ball joints. Also picked up our seasonal vehicle in Salem
Seasonal Tips	<ul style="list-style-type: none"> - Primary Nesting season has started. Hold off on cutting blackberry and other shrubs. - Manage grass and forbs around your new plantings as a form of moisture control - Wondering if your native deciduous tree is dead? If it hasn't started to leaf out yet...☹

Definitions: BLA – Build Local Alliance, FPC – Forest Park Conservancy, CWMA – Cooperative Weed Management Area, NRCS – Natural Resources Conservation Service, EQIP – Environmental Quality Incentive Program, GFPCI – Greater Forest Park Conservation Initiative, OWEB-Oregon Watershed Enhancement Board, ODF – Oregon Dept. of Forestry, CSWCD – Columbia SWCD, TSWCD – Tualatin SWCD, BES – Bureau of Environmental Services, DEI – Diversity, Equity, and Inclusion. RCPP-Regional Conservation Partnership Program. ODA – Or. Dept. of Agriculture. BLM – Bureau of Land Management

Michelle Delepine, Invasive Species Program Coordinator
February 2018 Staff Report (March 19th – May 8th 2018)

Task	Explanation
<p>Early Detection, Rapid Response (EDRR)</p> <p>Program</p> <p>Goals 1-6</p>	<p>Garlic Mustard: Our spring EDRR Season is in full swing. Crews and/or WMSWCD staff completed work at 133 sites so far, and we are about 1/3+ way in (though most of our largest acreage properties have been completed). The season is going very well—in large part to having a flushed out contacts database accessible from field thanks to Ari's developmental work in Fulcrum (mobile data collection app) and intern (Amber and J. Ari) help with data entry. We've been working with three different crews this season, and they have been doing an especially awesome job this year. Density continues to decline at well-managed sites, but problem sites remain challenging. Across Portland, we're seeing a banner year for garlic mustard, but luckily our flowering window as been a lot longer this year (so far). Spent some time coordinating with partners, etc. The EDRR team is getting ready to send out a mailing to ~150 landowners.</p> <p>Lesser celandine: We prioritized treatment on Sauvie Island again this year—where we continue to see major progress with our work. All known populations received control and one landowner is assisting the effort with direct treatment work. In total 8 celandine sites were controlled this year (including conservation projects in Tryon Creek, etc).</p> <p>Spurge Laurel: While we made a big push for follow-up work in Abbey this winter, we are currently removing on an ad-hoc basis when encountered during field work/at past sties. Etc. Our EDRR mailing will include 10 targeted letters to affected property owners.</p> <p>Oregon State Weed Board grant: We received a 2018 award for our fully requested amount of \$32,300 (a \$7500 increase in ask). A big thanks to Randi for covering the acceptance paperwork needs while I was on leave.</p> <p>IPM Coordinating: For the solvepestproblems.org project: Participated in the Advisory Council meeting and provided feedback. Working with Randi on partner \$ admin tasks.</p> <p>Other: Reviewing contractor invoices and herbicide records, Coordinating with partner organizations and staff; Field Supplies Management & Storage; Landowner correspondence; Budget Tracking; Partner Collaborations; Listserv posts; Actively tracking ODA Invasive Insect Pest updates (WMSWCD is partnering with Tualatin SWCD on a table) & Other Admin Tasks</p>
<p>Restoration</p> <p>Goals 1-4. 6</p>	<p>Four restoration sites were planted this past winter, including Spetter (Oak Restoration next to Peter Kerr), Fletcher (5 acre private natural area near Lewis & Clark/Riverview) and Heath (Park Creek/Tryon Creek headwaters). Coordinated plant order for Sunlight Condos—which the community planted. <i>8+ sites in active restoration</i>. Receiving and/or redirecting new requests for restoration work (~4 sites).</p>
<p>Invasive Partnerships</p> <p>Goals 1-6</p>	<p>4-County CWMA: <i>Our wondrous and inspired CWMA coordinator (at one time WMSWCD intern) resigned to pursue a restoration position at Marion SWCD.</i> I am serving on the Joint Executive Committee tasked with evaluating our current coordinator model and recruiting additional potential resources. Steering Committee: I came back earlier from maternity leave to attend our March General Meeting and Steering Committee Meeting (3/14). Working on a major funding push/restructuring. Technical & Scientific Review Committee / Education & Outreach Committee: Finalized and ordered new CWMA banner. Making major upgrades to website. Revised factsheets have been translated to Spanish! (We contributed modest \$.) Pull Together Planning Committee: Yes, we are already planning Pull Together 2019! Oregon Invasive Species Council (OISC): I have tried to continue to stay engaged with the legislative subcommittee. The Council will be proposing a legislation to structure the council seats so that all relevant state agencies have a place on the council, as well as key federal partners, tribes, NGOs, industry and local partners. I have remained a strong voice towards ensuring a place for local representation moving forward. The Education & Outreach Committee/greater Council is restructuring our annual "Report Card" for invasive species work in Oregon. Marci Krass (Willamette Riverkeeper) and Jim Cathcart sat in on the February general meeting in my absence (maternity leave). June meeting in Bandon, OR.</p> <p>PNW Garlic Mustard Working Group: King County Noxious Weed ordered/distributed "Boots Brushed?" window clings using Jon (EMSWCD) artwork. Have installed on GMC truck</p>

	and distributing to contractors, etc. Will get on each of our district vehicles. Phenology tracking, etc. Tryon Creek Watershed Council: A huge thank you to Michele Levis for leading a work party at Englewood site during the Watershed Wide Event. Relayed updates to Cathcart, etc to take to Council meetings.
Presentation s/Workshops <i>Goal 5</i>	West Multnomah SWCD led a well-attended weed watchers workshop sponsored in part by Friends of Tryon Creek and Tryon Creek Watershed Council. 26 attendees in total. One attendee was able to ID lesser celandine thanks to workshop and has mobilized a volunteer effort to remove it from edge of April Hill Park (along with parks staff). WMSWCD staff also tabled at two native plant sales (Skyline Ridge Neighbors) and Audubon Native Plant Sale, and had specimens at Scappoose Bay Watershed Council Plant Sale. A big thanks to Ari for help with tabling (on top of normal EDRR field etc duties) and to both her, Michael and Amber for shuttling weedy plant specimens around!
Maternity Leave	A HUGE Thank You to everyone who filled in during my absence! I'm officially back 5-days a week, though I missed my last "day off" due to an opportunity we had to take up with an available contractor. Will try to fit in later this month (ha!).
Technical Assistance (20) <i>Goals 1-4, 6</i>	Received a flurry of requests via info@wmswcd.org email and phone call. Also follow-up requests from weed watchers and EDRR Field work.
Meetings/ Events, Tabling etc (9) <i>Goal 6</i>	CWMA General Meeting & Steering Committee Meeting (3/14), CWMA Committee Meetings (4/4), Solvepestproblems.org Advisory Council Meeting (4/24), Equity Lens Training (4/25), Weed Watchers Workshop (4/26), Joint Executive CWMA Committee Meeting (5/2)


* BES-City of Portland, Bureau of Environmental Services, CWMA-Cooperative Weed Management Area, EDRR – Early Detection, Rapid Response, EU – European Union, IARC- International Agency for Research on Cancer, IPM- Integrated Pest Management, ODA-Oregon Dept of Agriculture, OISC – Oregon Invasive Species Council, PSU – Portland State University

Strategic Plan Goals:

1)Water Quality, 2) Erosion & Healthy Soil, 3) Habitat and Biodiversity, 4) Productive/Sustainable Working Lands, 5) Cultivate Land Stewards of all Ages, 6) Maintain a Vibrant Agency

Scott Gall

April Staff Report

Task	Explanation
Small Acreage Farms and new landowner contacts SP Goals 1-5	Provided some technical assistance to a horse barn located near Tryon Creek. They mostly needed help getting rid of their pile of manure and since they “don’t do that computer thing” I set her up on the East Multnomah SWCD Manure Connection website. East’s website is serving as the metro wide manure connection at this time.
OWEB Small Grant Team SP Goal 1-3	I received \$15,000 for the Sturgeon Lake native plantings and invasives removal and even managed to get all my landowner signatures on the grant agreement in a timely manner with help from Jim at the Dairy Creek easement signings! Currently there is about \$6700 left in the Small Grant pool for our area.
Site Visits (4) SP Goals 1-5	All Dairy Creek.
Sturgeon Lake Restoration SP Goal 1 & 3	Revegetation Work: Still no work as we are waiting for the blackberry to put on more growth before respraying. We did work with one of the landowners to remove an old fence along the property line. This will make access to the restoration areas easier as well as allow wildlife to move more freely. Easements, landowners, and more: All four of our private landowners have signed their temporary construction easements! Yay!!! This was an essential part in moving the project forward. Somewhat ironically we are still waiting on the State to sign the same. But that sounds like it is coming. Construction: We have our construction contractor signed up! Yay!! Elting Northwest, Inc. is the primary on the contract. We are in the process of setting up the “pre-construction” meeting to getting into the finer details of the plan.
ODA Grant SP Goals 1, 2, 4, 5 & 6	Report completed and accepted.
Off-Channel Salmon Habitat and McCarthy Creek WRE	Kammy, Tom Josephson and I continue to work on a new off-channel salmonid project on Sauvie to open around 70 acres of sloughs and habitat.
Soil Health SP Goal 1,2,3,4&5	Soil school was one of the best yet. Around 150 attendees plus speakers. We introduced a new outdoor, hands on component that was really received. It was lead by James Cassidy and 5 of his graduate students. Have the grads get some “hands on” teaching while soil school attendees got hands on with soil was pretty fun to watch. At CONNECT I got to see the NRCS rainfall simulator in action, which was pretty cool and eye opening.
	Photo: NRCS Rainfall Simulator with eastern Oregon Soils. The Swan Boats make a great backdrop ☺
Water Quality Monitoring SP Goals 2,3 & 6	Getting ready for the next season of monitoring!

Acronyms:

- BPA – Bonneville Power Administration
- DEQ – Department of Environmental Quality

- ODA – Oregon Department of agriculture
- ODFW – Oregon Dept. of Fish and Wildlife
- OWEB – Oregon Watershed Enhancement Board

Kammy Kern-Korot, WMSWCD Senior Conservationist
Staff Report for April 6, 2018 – May 3, 2018

Activity Type	Tasks and Descriptions
Healthy Streams (HSP) / Rural Conservation (Goals 1-4: water quality, erosion, habitat, working lands)	<ul style="list-style-type: none"> • Ongoing planning and program management; contractor, scope of work development for this year's site maintenance; and landowner coordination re: Healthy Streams and Special Habitat sites • Crews installed protective caging on 300 priority trees at Sauvie Is. HSP site to protect again beaver felling. Additional efforts planned at site across the canal in response to new beaver activity there. • Mailed 5 HSP project reports to landowners re: 2016-17 re: activity & costs.
Special Rural Habitats (SH): Goal 3, etc. + Working Lands: Goal 4; Grants	<ul style="list-style-type: none"> • Did ongoing budgeting, contractor administration, coordination, and documentation for (quarterly) reporting for NRCS wetland reserve easement (WRE) restoration project on McCarthy Creek; met internally. Negotiated needed changes to implementation specifications with NRCS. • Did two site visits to WRE site, to determine spring maintenance needs, mark out hedgerow and oak planting areas, and direct contractor re: site preparation details • Continued work on NRCS Oak Conservation Implementation Strategy (CIS) program; participated in development of new project ranking criteria. • Met with CREST re: potential wetland project on Sauvie Is. and at the WRE site
Outreach & Education; partnerships, collaborative grants (Goals 1-6)	<ul style="list-style-type: none"> • Water quality sampling began on Sauvie Island canals as part of the DEQ grant-we have with SBWC; coordinated assistance from rural conservationist and WMSWCD intern to further scope sampling sites & logistics (5/6), stage probes and collect first samples on 5/16; samples will be collected & analyzed ~weekly. • Began and solicited additional review of latest draft of the Sauvie Island & Scappoose Bottomlands Conservation Opportunities document being co-written with SBWC and Sauvie Island Habitat Partnership (board member Hartline); coordinating re: schedule & budget for design & printing, to be completed in June • Conducted site visit with landowner re: blackberry & erosion control native plants, seeding, frog habitat, pollinators & storm-water management on 4/27 • Tracked development with Intertwine Oak Prairie workgroup strategic plan • Finalized Oaks in the Landscape factsheet for use at Sauvie Is. community meeting
Admin. / training (Goal 6: Maintain a vibrant agency)	<ul style="list-style-type: none"> • Participated in 1 leadership team meetings; facilitated 1 tech. staff meeting, including an update on our database development & mobile data collection app's • Met with seasonal conservation technician re: work-plan and professional development plan and did supervisory work • Participated in training on the District's Equity Lens; prepared monthly report • Attended 4-day Cascadia Prairie Oak Partnership (CPOP) conference in Eugene (sessions on restoration & protection, grazing, the use of plugs vs. seed, equity, indigenous knowledge, survey methods, rare plant recovery, plant response to climate change, grassland birds, adaptive management, the role of fire, etc.) & private landowner site tour; presentation by CSWCD re: our joint Oak CIS • Attended 2 days of CONNECT conference for SWCDs throughout the state, specifically a 1-day riparian workshop, and sessions on oak habitat restoration strategies (with the same presentation given by CSWCD as at CPOP), tribal consultation re: cultural resources, and beneficial insect training & educational products from Benton SWCD & CSWCD • Participated in rare prairie-plant field training with NRCS botanist
GFPCI & DEQ grants, NRCS project match	<ul style="list-style-type: none"> • Re: GFPCI: McCarthy Creek HSP project veg. maintenance captured by L. Taylor; \$2,528 spent on planting in Feb.; 2 hours staff time on admin. in April • DEQ 319 grant match: 2 hours coordinating re: water quality monitoring. Additional field time by S. Gall 4/6 & 5/4 (5 hrs.), intern (10 hrs.) 4/16 & 18, 5/4. • Enyart WRE: 3 days field work & program management /administration

Strategic Plan Goals:

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|---|--|------------------------------|
| 1) Water Quality | 2) Erosion & Healthy Soil | 3) Habitat and Biodiversity |
| 2) Productive/Sustainable Working Lands | 5) Cultivate Land Stewards of all Ages | 6) Maintain a Vibrant Agency |

Acronyms:

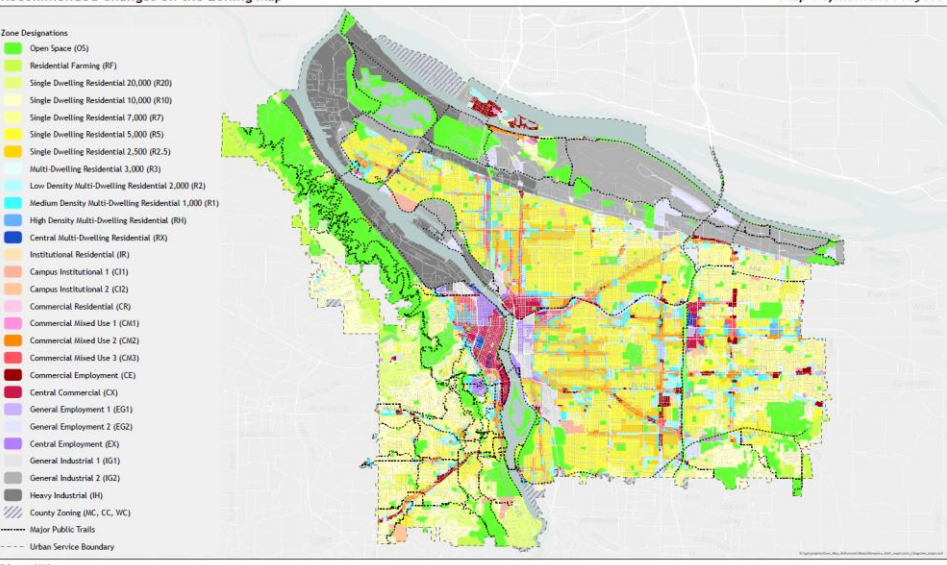
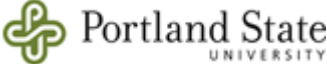
CIS: Conservation Implementation Strategy
CREST: Columbia River Estuary Study Task Force
DEQ: Department of Environmental Quality
HSP: Healthy Streams Program
ODA: Oregon Department of Agriculture
UP: University of Portland


CSWCD: Clackamas Soil & Water Conservation District
DEI: Diversity, Equity & Inclusion
EDRR: Early Detection Rapid Response [of invasive species]
NRCS: Natural Resource Conservation Service
WRE: Wetland Reserve Easement

Fiscal & Administration Report: May Board Meeting Staff Report (covers month of April)

	Vibrant Agency Goal 6	Status This Month
1	Monthly Accounting & Financial Statements	A/P, A/R, Time sheets, Payroll, PERS, credit cards, banking, taxes, employee benefits, insurance. Vendor coordination and follow-ups. Monthly Financial Statements and reconciliations.
2	Human Resources (personnel files, employee handbook, benefits, retirement plans, recruiting, hiring, onboarding, termination)	Coordinated health plan enrollment for permanent seasonal conservation tech's return to work. Helped with logistics and setup of the Equity Lens training and attended on 4/25. Organized debriefing of Internship Hiring Process meeting on 4/26 and generating suggestions for changes to process in 2019 and also for Communications position hire in mid-August.
3	Budget development and management	Held Budget committee meeting 4/11. Committee approved Budget submitted to TSCC for certification. Evaluating changes/updates over next 2 months to prepare for Budget Hearing in June.
4	Board of Directors meetings	Prep, agenda, media notice, Treasurer's Report, staff and DEI reports, room and refreshments, minutes, posting on website.
5	Grant administration and reporting	Prepared grant reimbursement request for 2 NRCS grants Finalizing Master Grant Sources and Reporting Schedule. Scheduled contractor to complete grant supported work on entry door security.
6	Other District meetings (Staff, DEI, Safety, Leadership, Annual)	Attended monthly All-Staff meeting (discussed safety issues). Attended Leadership team weekly meetings.
7	Other external meetings and events (WHA Insurance Agents, Property Manager, IT Cogent, ADP, GFOA, TSCC FOG, TCWC, etc.)	Discussions with WHA insurance reps regarding dental renewal options.
8	Training / Workshops / Conferences (SDAO, OACD, CONNECT, PROFESSIONAL ORGANIZATIONS)	Monthly SDAO safety webinars first Thursday of every month. Monthly Safety topic for staff meeting.
9	Contract (MOU, IGA, et.) setup and file maintenance (drafting, signing, billing, payments, filing)	Developing guidance on various contracting issues related to Master contracts; met with DM to discuss approach to potential changes in policy.
10	General office operations	Using SDAO grant funds to upgrade exterior front and back door of office. Coordinated installation of security locks

Mary Logalbo, Urban Conservationist
April 2018 Highlights (for May Meeting)

Task	Explanation
<p>Urban Conservation (G1- 3, 5, 6)</p>	<p>Recommended Changes on the Zoning Map <i>Map Refinement Project</i></p>  <p>Met with City of Portland's Bureau of Planning and Sustainability (BPS) in regards to environmental overlay changes and strategies to reach out to landowners about the same – to ensure accurate eZones and significant environmental areas (map w/ proposed changes show above).</p> <p>Conducted a site visit with cost-share recipient to discuss match opportunities and review environmental overlay encroachments with land manager.</p> <p>Conducted another site visit with a new landowner to start plan.</p> <p>Completed one conservation plan (in Tryon Creek Watershed) & a stormwater report (in Saltzman Watershed).</p> <p>Met with landowner lead for SW 50th ROW project to discuss next steps.</p> <p>Worked with Michael and Michelle to review reveg partnership opportunities in new focal area at Riverview Cemetery.</p> <p>Participated in Tryon Creek Watershed Council Stewardship Committee.</p>
<p>Urban Programs Development Initiative (G1-6)</p>	<p>Completed coursework for Public Policy: Origins and Processes including the following:</p> <ul style="list-style-type: none"> • Short paper on policy models and current examples. • Policy analyst paper and presentation. <p>Started a master spreadsheet outlining all of the resources I have from pre-existing classes to be shared with staff and board to explore and pinpoint areas of interest for learning lunch(es) and/or board presentations to further share about what's been learned thus far and how we may apply this to our work.</p> 

	<p>Started framework for urban programs analysis.</p> <p>Begun conversations with advisor (Dr. Craig Shinn) on my capstone project.</p>
Grants (G1 – 6)	 <p>Working to re-securing landowner signatures for “Deer Creek Restoration Connection” \$14830 OWEB Small Grant agreement. There was an error on the other agreement (wrong reference number) so these must be collected again. Also, we are being asked to re-work the sections related to the Watershed 101 Workshops as OWEB doesn’t feel its appropriate to have their funding go towards outreach.</p> <p>Working with PP&R to finalize scope & secure contractors for “George Himes Park Forest Enhancement” OWEB Small Grant for \$14970.</p> <p>Coordinating implementation of our \$50000 Metro Nature in Neighborhoods Grant. Met with PNCA staff and spoke with Wisdom staff about an effort to inform signage that will be re-designed. Revisited with partners who are coming in under budget to assess grant allocations and amending contracts accordingly.</p>
GFPCI (G1 – 6)	<p>Participated in a meeting with FPC to discuss Industrial Area Pollinator project prioritization, partnerships and opportunities (2 hours).</p> <p>Conductd site visit with landowner on Saltzman Creek and created stormwater plan for the same as well as outreach to partners about the site (11 hours).</p> <p>Coordinating incoming Canopy Weed program permission to treat forms with FPC Staff (1 hour).</p>
OTHER	<p>Attended CONNECT training and co-delivered a Canopy Weeds Presentation with Michael & Jane (~40) as well as an Intern Presentation with Scott (~20).</p> <p>Reviewing job description and starting to re-work to reflect current duties.</p>

**Work related to Diversity, Equity & Inclusion Initiatives is noted on a separate enclosed report!*

Carolyn Myers Lindberg, Communications Coordinator

April, 2018 report

Area & Goal	Explanation
Social media idea	Now's the time to pull garlic mustard
Media Relations All GOALS	SRN articles coordination/editing.
Website Management All GOALS	Content management-writing new pages, posts and events. Connect SW PDX social media posting for May. Posting Soil School presentations.
Communications All GOALS	Meadowscaping orders. Connect SW PDX garden tour organizing. Staff/leadership meetings and Equity Training. 75 th Anniversary videotaping and scheduling. Sturgeon Lake newsletter writing/compiling, communications meeting. Meadowscaping Handbook revising/editing and working with graphic designer. Designing wetland reserve signs. Getting quotes on S.I. habitat plan. Ordering and picking up printed materials.
Outreach/Events All GOALS	Scheduling and support for all tabling events (Weed Watcher training, Zoo Earth Day, Tryon Creek plant sale/Audubon plant sale/Scappoose Bay plant sale, Trillium Festival, Sauvie Island Community Fair/Annual Meeting) staffing OHSU Sustainability Fair. Staffing and operating Soil School. Producing flyer for WW.

Upcoming events:

May

- **Tryon Creek State of the Watershed**, May 31st, Tryon Creek Natural Area

June

- **Fire Awareness** event, June 5, World Forestry Center
- **Oregon Pollinator Week**, June 16, Oregon Zoo

July

- **Oregon Zoo Twilight Tuesday**, July 17, Zoo Education Center

August

- **Multnomah Days**, Aug. 18, Multnomah Village
- **SRN Summer Gathering tabling**, Aug. 19, Plumper Pumpkin Patch

Laura Taylor, Conservationist and Education Coordinator

May Board Meeting Staff Report (Covers April)

Task	Explanation
Forestry/Rural Program Support (Goals 1 – 4)	<ul style="list-style-type: none">• Met with MA to select sites for Understory Seeding Project, and provided input on final report outline.• Met with partners from Metro and Clean Water Services to coordinate Understory Seeding Project monitoring protocol and seed mix needs.
Healthy Streams (HS) / Healthy Habitats (HH) Program Support (Goals 1 – 4)	<ul style="list-style-type: none">• Supervised contractors on spring weed maintenance including mowing and spray work for 22 Healthy Streams and Habitats Projects covering 21 acres of project area.• Coordinated with contractors on caging 300 young trees in imminent danger of being cut down by beaver at one Sauvie Island riparian restoration project.
Education/Outreach (Goals 1-3, 5)	<ul style="list-style-type: none">• Held a 3-hour refresher training for 12 volunteers of our Community Science Pollinator Monitoring Program and launched the 2018 monitoring season.<ul style="list-style-type: none">• Updated training presentation materials• Assembled monitoring equipment and workshop supplies• Coordinated with OSU Extension Master Naturalist staff on workshop logistics• Gave an hour long talk at the CONNECT conference showcasing our pollinator conservation work and Community Science program.• Worked with Carolyn on developing several pollinator education/outreach materials including updating our seed packet labels and bloom time chart, and developing an interactive habitat game.• Provided technical and programmatic assistance to school and community garden program participants, and approved several reimbursement requests.
District Support, Meetings and Training (Goals 5 & 6)	<ul style="list-style-type: none">• Attended the three day long CONNECT Conference and a day long workshop on Riparian Restoration. Learning highlights for me were:<ul style="list-style-type: none">• Evaluation of commercially available pollinator mixes for W. OR• Oregon white oak habitat restoration• Greywater to green landscapes• Educating farmers to fight insect pests with insects• Participated in an all-staff training on using our District's Equity Lens• Met with RR, MA, and JC to review equity practices applied to our recent intern hiring process, and applied the equity lens to the minimum qualifications for the internship.• Attended WMSWCD staff and tech-staff meetings.
Greater Forest Park Initiative Grant Contributions	<ul style="list-style-type: none">• Riparian restoration maintenance (mow & weed spray) on 6.7 acres of McCarthy Creek. \$2,470 in contractor labor (does not include herbicide costs).

Strategic Plan Goals:

- 1) Water Quality, 2) Erosion & Healthy Soil, 3) Habitat and Biodiversity, 4) Productive/Sustainable Working Lands, 5) Cultivate Land Stewards of all Ages, 6) Maintain a Vibrant Agency