

Michael Ahr, Forest Conservationist
September Staff Report

Task	Explanation
Forestry Program (SP Goals 1-4)	<ul style="list-style-type: none"> • Visited with River View Cemetery to consider future weed treatment and a pathway to finalizing their management plan • Initial site visit in Rock Creek Watershed. Technical info shared on weed control • 2 sites visits related to preparing for weed treatment work by contractors • Scheduled and supervised weed treatment on 3 sites (all outside of GFPCI area)
Greater Forest Park Conservation Initiative (GFPCI) (29 total hours)	<ul style="list-style-type: none"> • 7 site visits to manage contractors on sites performing weed control (13.5 hrs). This work included holly cutting, ivy/blackberry herbicide treatment, and blackberry cutting. • 3 site visits to prep for contractor work and check results (4.5 hrs) • Office: project planning, creating scopes of work and processing invoices (6 hrs) • Toured a portion of the District in preparation for our Society of American Foresters tour on October 7 (2.5 hrs) • Initial site visit with a 37 acre landowner on McNamee Road. This property used to be a holly farm, and still has a plantation of aging holly trees (2.5 hrs)
Partner Meetings (SP Goals 3, 4 & 6)	<ul style="list-style-type: none"> • None
Education/Outreach/ training (SP Goal 4 & 6)	<ul style="list-style-type: none"> • Attended NRCS Soil Health webinar for 3 days. Part of Certified Planner requirements
Intern Program	<ul style="list-style-type: none"> • Amber and J. Ari helped Laura finish up monitoring for the forestry and healthy streams program and also spent significant time on program reporting
Miscellaneous	<ul style="list-style-type: none"> • Assisting Jim and Board in evaluating Metro Trails proposal. This month, I attended a Board Meeting, met with Metro and met with Hank McCurdy (a landowner who opposes the trail plan and process that has been followed)
Diversity, Equity, and Inclusion (goal 6)	<ul style="list-style-type: none"> • Participated in a learning lunch related to Diversity Equity and Inclusion • Met with colleagues to use equity lens in evaluating the hire of our communications coordinator
Seasonal Tips	<ul style="list-style-type: none"> - This is the time of year to cut your blackberry, pull ivy, and use herbicides to kill the roots of these plants - The fall can be a great time to plant trees and shrubs. It allows the roots to grow all winter long

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

Scott Gall
October Staff Report

Task	Explanation
Diversity, Equity & Inclusion (DEI)	In conversation with Wisdom of the Elders to participate in the Sturgeon Lake dedication ceremony, tentatively now scheduled for late-April.
Small Acreage Farms and new landowner contacts SP Goals 1-5	Continue to work on plans for Dairy Creek landowners. Amber (WMSWCD intern) is assisting with one of them and doing a great job. Much of my time working with landowners involves both of the farmers who own land on Dairy Creek to alter their irrigation systems in order to benefit the conservation values of that project. Though had a breakthrough with the Army Corps and SIDIC for an irrigation pipe over the “Big” Levee for one of them. Short story, the Corps will not require a permit for the project – phew!
OWEB Small Grant Team SP Goal 1-3	Received two applications this quarter, both from (Kammy) or through (Mary – for City of Portland) WMSWCD staff. Both were awarded their full requests. To date we have awarded \$121,791 in OWEB funds in Multnomah and Washington Counties. There is still \$5,132 remaining.
Site Visits (15) SP Goals 1-5	Mostly to Dairy Creek plus four farm visits.
Sturgeon Lake Restoration SP Goal 1 & 3	<p>Revegetation Work: Ordering plants for our winter 2019 planting date. Planning on about 17,000 for this round – paid for in part with an OWEB Small Grant for \$15,000. We are also adding about 1.35 acres of site prep that was not disturbed during construction as anticipated. Currently these areas are in heavy blackberry infestation. They will be a year behind the 7 acres that we have been treating since fall of 2017 and as such will not be a part of the upcoming plantings.</p> <p>Construction: We are making a strong push for the end. Construction has all but wrapped up within the channel. All the work at the mouth is complete aside from the placement of the floating boom structure (they are awaiting parts...). The Channel is now fully connected to the Columbia River all the way to the new bridge. The bridge itself is coming along nicely and latest report was is that it will open around October 17th. Work to remove the temporary bypass and clean up/reseed the staging areas will last through the end of the month.</p> <p>Outreach: On Sunday, September 30th I attended an event for Oregon Wildlife Foundation hosted by Willow Bar Farms on Sauvie Island. There were about 50 in attendance. The point of the event was to raise money for conservation project and OWF was touting that 100% of the proceeds from the event when to projects and not Foundation staff or capacity. They asked me to give an update on Sturgeon Lake as well as to talk about the importance and need for the project. I also used the opportunity to thank both Tim Greseth (Executive Director) and OWF for their efforts to make Sturgeon Lake a reality!</p>

Work on the Channel:

Clockwise from top left: 1) One of the new pilings at the mouth of Dairy Creek, 2) Crew works to put the finishing touches on the pilings for the debris boom, 3) a new osprey nest platform and perch were placed atop one of the pilings, 4) the new entrance of the mouth of Dairy Creek, 5) portion of the new channel looking back toward Sturgeon Lake, 6) part of the new floating boom structure prior to installation.



Reeder Road Bridge:

From left to right: 1) Cranes placing the last (of 8) concrete box girders used as the main support for the bridge, 2) the last girder sliding into place 3) a view of the new bridge structure looking toward Sturgeon Lake. The fill for the temporary bypass can be seen in the background – channel is not yet open.



ODA Grant SP Goals 1, 2, 4, 5 & 6	Working on the latest report due on October 15 th .
Off-Channel Salmon Habitat and McCarthy Creek WRE	We have received a go ahead to move on to phase 2 for the McCarthy Creek wetland restoration. This phase will scrap down 5-10 acres in order to reduce pressures from reed canary grass and encourage native herbaceous wetland plant communities. Funding is coming from BPA and CREST is the primary project manager. Timeline is for construction to begin next summer (2019).
Soil Health SP Goal 1,2,3,4&5	No much new here either. Most farmers are actively farming cash crops. Talking with NRCS about potential outreach this fall and winter to drum up new contacts for both WMSWCD and NRCS soil health programs.
Water Quality Monitoring SP Goals 2,3 & 6	Stream temperature loggers are soaking all summer and will be collected in late October.

Acronyms:

- BPA – Bonneville Power Administration
- CREST – Columbia River Estuary Study Taskforce
- ODA – Oregon Department of agriculture
- ODFW – Oregon Dept. of Fish and Wildlife
- OWEB – Oregon Watershed Enhancement Board
- SIDIC – Sauvie Island Drainage Improvement Company

Fiscal & Administration Report (Levis and Razalenti)
Staff Report for Board (covers month of September)

	Vibrant Agency Goal 6	Status This Month
1	Diversity Equity and Inclusion	Participated in an equity lens meeting on Communications & Outreach Manager hiring process on September 26th. Participated in DEI Committee meeting on September 28th. Shared information from a recent Results Based Accountability training and hiring debrief meetings.
2	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.
3	Human Resources (personnel files, employee handbook, benefits, retirement plans, recruiting, hiring, onboarding, termination)	Introduced and fielded questions about new health plan options Equity Pay law comparable pay assessment PERS compliance meeting with PERS representative Hiring debriefs Coordinated logistics for employee retirement on 9/30 Continuing to incorporate edits/updates to Employee Handbook.
4	Audit	Coordinating with Milliman to finalize GASB 75 valuation for post-retirement medical liabilities requiring disclosure in audit report.
5	Board of Directors meetings	Prep, agenda, media notice, Treasurer's Report, staff and DEI reports, room and refreshments, minutes, posting on website.
6	Grant administration and reporting	Updating accounting and tracking for first quarter grant reporting
7	Other District meetings (Staff, DEI, Safety, Leadership, Annual)	All Staff Meeting, Leadership Team Meetings, DEI meeting. Financial Sustainability meetings.
8	Other external meetings and events (WHA Insurance Agents, Property Manager, IT Cogent, ADP, GFOA, TSCC FOG, TCWC, etc.)	Conference calls with WHA insurance regarding new health plan options. Vendor discussions and contract revisions for videographer.
9	Training / Workshops / Conferences (SDAO, OACD, CONNECT, PROFESSIONAL ORGANIZATIONS)	Monthly SDAO safety webinars first Thursday of every month.
10	Contract (MOU, IGA, et.) setup and file maintenance (drafting, signing, billing, payments, filing)	Continuing development of guidance on various contracting issues related to Master contracts.
11	General office operations	New office workstation setup continued for new hire.
12	Communications Support	Finished and posted District video about planting fall cover crops featuring Laura Taylor: https://www.youtube.com/watch?v=WRVfYRQJq8E

Mary Logalbo, Urban Conservationist
 September 2018 Highlights (for October Meeting)

Task	Explanation
<p>Urban Conservation (G1- 3, 5, 6)</p>	<div style="display: flex; justify-content: space-between; align-items: flex-start;"> <div style="text-align: center;">  </div> <div style="font-size: small;"> <p>Met with SW Watershed Resource Center staff to plan for this year's stormwater stars program! This year will include 6 events, creation of how-to videos and a newly designed website for the program. The first event, the open house, will be held at Jackson Middle School on November 3rd from 10 am – 12 pm.</p> <p>Provided supporting information to GreenWorks who plans to submit the Meadowscaping Handbook for an ASLA award under the communications category: http://aslaoregon.org/wp-content/uploads/2018/08/2018_Design_Awards_Packet.pdf</p> <p>Conducted site visit at Wilcox HOA and submitted plant order after assessing planting needs there with community leads.</p> <p>Working with TCWC and Wisdom of the Elders on planning a Jackson Middle School invasive plant removal and native plant installation.</p> </div> </div>
<p>Urban Programs Development Initiative (G1-6)</p>	<div style="display: flex; justify-content: space-between; align-items: flex-start;"> <div> <p>Met with my advisor, Dr. Craig Shinn, to discuss Capstone progress and planning.</p> <p>Completed final coursework and readings on Administrative Law.</p> <p>Begun readings for Culture, Values, & Leadership and International Field Experience courses.</p> <p>Continued refinement and review of Urban Programs Development Initiatives.</p> </div> <div style="text-align: right;">  </div> </div>
<p>Grants (G1 – 6)</p>	<div style="display: flex; justify-content: space-between; align-items: flex-start;"> <div style="text-align: center;">  </div> <div> <p>Processed invoiced work for “George Himes Park Forest Enhancement” OWEB Small Grant project. Scheduled contractor work for invasive treatments at “Deer Creek Restoration Connection” project.</p> <p>Submitted an OWEB Small Grant with Janelle St. Pierre focused on getting more large wood placed on PPR property along Tryon Creek.</p> <p>Submitted NIN grant quarterly report and processed grant with Metro. Highlights include completing an open garden tour, 3 hands-on work parties and 2 lectures engaging 23 adults and 20 youth, restoration of 5 acres at George Himes natural area and installation of 1715 native plants.</p> </div> </div>
<p>OTHER (G1 – 6)</p>	<p>Working on Annual Award Write-Ups.</p> <p>Participated in a film shoot and voice recording with Ed & Renee for our 75th Anniversary video.</p>

GFPCI	Compiled metrics on restoration work over a 5 year span for a FPC led look back on accomplishments w/in GFPCI boundaries (4 staff hours).
Diversity, Equity & Inclusion (G1-6)	<p>Testified before City Council at their review of Office of Equity and Human Rights (OEHR) session, emphasizing the impact they've had on our organization.</p> <p>Completed an Intertwine Alliance District equity story for the Outside Voice Blog (should be live by 9/27/18): https://www.theintertwine.org/outside-voice</p> <p>Reached out to Shweta Moorthy PHD (CCC Researcher), Koffi & Judith (OEHR) and PSU contacts for our demographic data collection and analysis plan.</p> <p>Planning a pannel discussion with Wisdom of the Elders and Pacific NW College of the Arts (PNCA) related to communicating about restoration work and traditional enviornmental knowledge (TEK) for November 26th at PNCA.</p> <p>Attended and co-facilitated DEI Committee meeting on September 28th covering workplan, accountabiliy and hiring.</p> <p>Provided input on the Verde/FPC/OWEB materials provided after our meeting focused on building a non-contractual mutually beneficial partnership.</p> <p>Working with Susan, Jim and Terri on a strategy for an upcoming board equity lens training.</p> <p>Participated in Equity Lens review of Communications & Outreach Manager hiring practices led by Randi.</p>

Renee Magyar, Communications & Outreach Manager
Report covers month of September 2018

Area & Goal	Explanation
Social media idea	Fall cover crops video; Before and after images and photo album of Sturgeon Lake Restoration/Dairy Creek; photos from Sauvie Island tour with WFI
Media Relations All GOALS	Submit article for Skyline Ridge Runner Q3 issue
Website Management All GOALS	Content management- updating pages. WMSWCD social media posts. Begin editing images to meet ADA Section 508 requirements.
Communications All GOALS	Annual Report editing & graphic designer/photographer coordination. Staff and Leadership Team meetings. Meeting with videographer and interviewing for 75 th Anniv. video. Contract management for 75 th Anniv event. Design elements for cover crop video. Begin set-up of new communications systems. Onboarding for new position.
Outreach/Events All GOALS	Site visit and application for 75 th Anniv event. Preparation, outreach, and planning for 2018 annual meeting. First meeting with Willamette Valley SWCD outreach & conservation educators.
Diversity, Equity and Inclusion	Planning for 75 th Anniv event: accessibility, cultural heritage, & attendance and participation of regional tribes
Other	Ops back-up support - Note taking and set-up for September board meeting

Laura Taylor, Conservationist and Education Coordinator

October Board Meeting Staff Report (Covers September)

Task	Explanation
Forestry/Rural Program Support (Goals 1 – 4)	<ul style="list-style-type: none"> • Monitored the survival of plantings and project needs at six forestry projects. • Attended the World Forestry Fellows lightning talks.
Healthy Streams (HS) / Healthy Habitats (HH) Program Support (Goals 1 – 4)	<ul style="list-style-type: none"> • Coordinated with contractors and land owners on fall spray work. • Monitored plant survival and project needs and collected annual photo points on 17 HSP-HH properties. • Supervised interns in monitoring data analysis and photo monitoring post-processing.
Education/Outreach (Goals 1-3, 5)	<ul style="list-style-type: none"> • Communicated with pollinator monitoring volunteers and organized the season wrap-up thank you party. • Attended a round table meeting amongst education and outreach staff of Upper Willamette Valley SWCD's. • Attended a supporter event for Sauvie Island Center
District Support, Meetings and Training (Goals 5 & 6)	<ul style="list-style-type: none"> • Watched a webinar on protecting pollinators while using pesticides. • Attended WMSWCD staff, tech-staff meetings.
Greater Forest Park Conservation Initiative (GFPCI) Grant Contributions	<ul style="list-style-type: none"> • Monitoring at 9 properties in the GFPCI area – 4 days x 2 staff = 64 staff hours and 4 round trip drives.
NRCS Grant Contributions	<ul style="list-style-type: none"> • No activity this month.
Diversity, Equity & Inclusion	<ul style="list-style-type: none"> • Joined the Diversity, Equity & Inclusion Committee and attended the September meeting.

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