

District Manager's Report to WMSWCD Board of Directors for June 2019 Meeting (Covers May 2019 Activity)

Goal 1: Erosion & Healthy Soil – No Activity

Goal 2: Water Quality	<ul style="list-style-type: none"> Southwest Watershed Resource Center's Stormwater Stars Year End Meeting (w/ M. Logalbo) (5/31). Board Letter of Support for Oregon Dept of Agriculture's Policy Option Packages relating to Strategic Implementation Areas, Noxious Weed Program Capacity and Invasive Species Council funding.
Goal 3: Habitat & Biodiversity	<ul style="list-style-type: none"> Hosted Clacka-Nomah-Atin SWCD Oak Prioritization Meeting (May 16th). Topics discussed were Spatial Mapping Needs, Communication and Outreach, Regional Workshops. Oak Prairie Work Group Field Tour of oak prairie restoration project sites (Tigard, 5/28).
Goal 4: Working Lands (GFPCI In Kind = 2 hours)	<ul style="list-style-type: none"> Hosted East Multnomah-West Multnomah-U.S. Department of Agriculture Natural Resources Conservation (NRCS) Service Rural Lands Coordination Meeting (May 9th). Check In Meeting w/ Renée Myers (Forest Park Conservancy) regarding green workforce development opportunities and the Greater Forest Park Conservation Initiative (May 10th) Proposed Lower McCarthy Creek Wetland Reserve Program Compatible Use Agreement Review Meeting with Dean Moberg, Kim Galland NRCS and Tom Josephson, Columbia River Estuary Study Taskforce (CREST) – (w/ Kammy Kern-Korot, Scott Gall) (May 10th). Executed follow-up Intergovernmental Agreement with CREST - McCarthy Creek Restoration Project Phase II.
Goal 5: Cultivating Stewards	<ul style="list-style-type: none"> Nature Guiding (Friends of Tryon Creek) – Pacific Academy (Forest Ecology) (May 29th)
Goal 6: Vibrant Agency	<ul style="list-style-type: none"> All Staff Meeting (May 6th), Tech Staff Meeting (May 13th), Leadership Team Mtgs (May 13th, 20th). Hosted Oregon Association of Conservation District's (OACD) Ad Hoc Communications Committee phone mtg to affirm the Committee's recommended Communication Plan to the OACD Board (5/8) Prep/Attendance – West Multnomah SWCD Board Meeting (May 8th) Work on staff recommendations to the Budget Committee's approved budget for consideration by the Board and the June 12th Budget Adoption Hearing (w/ Michele Levis) for fiscal year 2019-20. I was able to recommend restoration of some cuts in the approved budget due to increase revenue forecast. Tryon Creek Watershed Council Board Meeting (May 13th). Assisted Mary Logalbo with the District's Request for Proposal solicitation for the Long Range Business Plan/Financial Sustainability Index Project (w Michele Levis). Responses due June 19th. Special District Association of Oregon Regional Human Resources Training (Tigard, May 21st). Topics: Veteran's Preference, Payroll Deductions, Social Media, Workplace Harassment. Sauvie Island Drainage Improvement Company Board Meeting (May 21st). OACD Monthly Communications Conference Call (May 30th).
Sturgeon Lake Restoration Project (In Kind = 13 hours)	<ul style="list-style-type: none"> Preparation for (w Renée Magyar, Scott Gall), and convening of, the May 8th Public Hearing on the District entering into permanent conservation easements with cooperating private landowners. Mtg w/ Statewide Land Surveying on the Multnomah County right of way issue (ROW) of a portion of the bridge being outside of the ROW (Gresham, May 7th). Road Purpose Easements resolve the issue. Mtg w/ Landowner #2 regarding lender consent agreement for permanent conservation easement (5/8) Con't work on Monitoring & Maintenance Intergovernmental Agreement, permanent conservation easements and planning for the Oregon Wildlife Foundation Ribbon Cutting Ceremony on June 21st. Meeting with Steve Gagnon (Fish and Wildlife Administrator, Bonneville Power Administration (BPA)) (w/ Tom Josephson (CREST), Scott Gall) to discuss post project contingency funding and needs (April 24th). BPA is committed to provide contingency funding for the next 5 years.
Diversity, Equity and Inclusion	<ul style="list-style-type: none"> Mtg w/ Michael Ahr, Green Workforce Development Opportunities with Blueprint Foundation (5/2). Mtg w/ Richard Banda (World Forest Institute Int'l Fellow, Malawi) on afforestation economics (5/9)
Professional Development	<ul style="list-style-type: none"> Foresters for the Birds Tour (Forest Stewards Guild), May 3rd. Cascade Pacific Council Boy Scouts of America Forest Management Committee Meeting (Tour of Butte Creek Ranch Property in Clackamas & Marion Counties) (May 7th). (I Chair the Committee). I also attended the Cascade Pacific Council's Annual Luncheon Meeting on May 16th. Attended River Restoration Northwest - Portland Speaker Series - Gabe Sheoships - Shifting Ideas around Restoration: Lamprey as an Indicator Species (May 15th). Mtg w/ Peter Hayes (forest owner) (5/22). Topics: Biodiversity Map Viewer, Foresters for the Birds

Michael Ahr, Forest Conservationist

May Staff Report

Task	Explanation
Forestry Program (SP Goals 1-4)	<ul style="list-style-type: none"> Completed 19 acre management plan for property in Rock Creek watershed. Site visit with new landowner in Rock Creek Watershed. Exchanged info on weed management. Collected soil samples at 8 sites for understory seeding project (CIG grant) Treatment at 5 sites including spray of blackberry sprouts after fall cutting.
Greater Forest Park Conservation Initiative (GFPCI) (34.5 total hours)	<ul style="list-style-type: none"> Toured former project site with “Foresters for the Birds” (3 hrs) Wrote summary for, and reviewed, GFPCI 5 year report (link) (1 hr) Blackberry cutting occurred on about 1 acre of a site in McCarthy watershed. Grass spraying for competition control occurred on 1 project and spray of blackberry sprouts occurred at another site. Time spent organizing and visiting sites = 3 hrs Completed a plan on 5 acres near Ennis Creek. Spent time writing another plan where the draft has been sent to the landowner, contracting, and dealing with project invoices (10.5 hrs) 7 site visits related to project communication with landowners (11 hrs) Attend 2 wildfire preparedness meetings in GFPCI area – Skyline Grange (6 hrs)
Partner Meetings (SP Goals 3, 4 & 6)	<ul style="list-style-type: none"> Attended NRCS/EMSWCD check in meeting Toured 3 NRCS project with Matthew Edwards (NRCS Soil Conservationist)
Education/Outreach/ training (SP Goal 4 & 6)	<ul style="list-style-type: none"> Helped lead Forest Stewards Guild field tour related to “Foresters for the Birds.” 2 sites were visited with a group of about 20 people. As mentioned in GFPCI section, I went to 2 wildfire workshops. 1 was related to emergency preparedness and evacuation. The other was ODF talking about defensible space around the home. Each workshop had about 35 attendees which is huge for the Skyline Grange. We have lots of concern in the area about the upcoming fire season and have been coordinating with partners to help people get home assessments. Note that locals are worried about the Cornelius Pass Road improvements. There’s skepticism of how much the improvements will really help as well as fear that in the event of any emergency, exit routes may be blocked by this significant construction. Attended Build Local Alliance event on wood use in local projects Attended the Columbia Gorge CWMA field day. We hiked 3 trails in the burned area of the Eagle Creek fire. Attended a Woodland Fish and Wildlife Group Meeting.
Miscellaneous	<ul style="list-style-type: none"> Nothing significant to note
Diversity, Equity, and Inclusion (goal 6)	<ul style="list-style-type: none"> Nothing significant to note

Definitions: BLA – Build Local Alliance, FPC – Forest Park Conservancy, CIG – NRCS Conservation Innovation Grant (which focuses on understory seeding in a forest) 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 – Clackamas SWCD, EMSWCD – East Multnomah 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
M 2019 Staff Report (Apr 9th – June 10th, 2019)

Task	
<p><u>Early Detection, Rapid Response</u> (EDRR)</p> <p>Program</p> <p>Goals 1-6</p>	<ul style="list-style-type: none"> • Garlic Mustard EDRR Control: With a HUGE thank you to Ari, our interns, Indi and Sam and our many contractor crews we have controlled garlic mustard at over 250 sites so far...and counting! Patches with no new plants in 2019 were documented at over 50 properties. Our spring outreach mailing was very successful and we received many new permissions to treat at either previously untreated sites, new sites or sites that had a change in ownership. We continue to handpull where possible and this year we have pulled close to a ton (that's 2000 lbs) of garlic mustard! We also partnered with Tualatin SWCD to control at a few new properties not previously treated. • False Brome EDRR Control: We treated at least 6 properties with small amounts of false brome—all in the Abbey Creek Watershed. • Spurge Laurel EDRR Control: Around 50 sites received control this year so far, including one large HOA site that was pulled with help from Northwest Youth Corps. • PNW-Garlic Mustard Working Group: My abstract was accepted for an oral presentation at the 2019 North American Invasive Species Management Association Meeting! This meeting will be held in Saratoga Springs, NY and I hope to connect with the ongoing garlic mustard effort in the NE and Midwest. I also co-presented at Connect with Lindsey Carr "Get Connected-Lessons Shared from the PNW-GWMG" • Outreach: We tabled, or had outreach materials available, at the Scappoose Bay Watershed Council plant sale and the Audubon Plant Sale (in addition to three other events earlier this spring). We also held a Weed Watchers event at Multnomah Arts Center, co-sponsored with SWNI and Tryon Creek Watershed Council (10 attendees). • Oregon State Weed Board grant: We submitted our grant acceptance paperwork for our 2019 grant (award amount \$34,368). Also working on final reporting for 2018 grant. • Mapping & Data Management: Ari, Sam and Indi have helped enter the many new permission forms we received this year!
<p>IPM Coordination</p> <p>Goals 1-4, 6</p>	<ul style="list-style-type: none"> • Prepared for, and led, spring bi-annual contractor check in • Participated in the Spring Advisory Council meeting of Solve Pest Problems. • Provided input on coordination and communication regarding pertinent invasive species legislation.
<p>Restoration</p> <p>Goals 1-4, 6</p>	<p>Several sites were evaluated for possible additional restoration followup, including seeding. However this will be very limited due to slash in restoration budget—but we will at least seed. This past February 2000 plants were installed across 6 restoration sites for upland forest habitat, riparian cover, oak restoration and project demonstration. Three sites in River View/Dunthorpe area and three on NW Skyline, near Forest Park. 1200 plants in GFPCI area.</p>
<p>Invasive Partnerships</p> <p>Goals 1-6</p>	<p>4-County CWMA: Field Day is June 12th! East Multnomah locations will be included on tour. We are also evaluating where to put any surplus CWMA funds beyond cost of coordinator time (since their time is constrained by shared position split three ways). Lots of possibilities! Also, continuing to develop community outreach with community engagement liaisons (CELs), exploring engagement opportunities with the contracting community, website updates to better serve the CWMA and community, and 'peer-reviewing' best management practices documents for several weed species.</p> <p>Oregon Invasive Species Council (OISC): A bit on pause as coordination funds for this biennium were exhausted. However, I helped were I could with tracking legislative updates,</p>

	sending reminders for scheduling requests, etc. We are “relaunching” on 6/14 with a remote meeting as coordination funds appear to be coming through (will know for sure soon)—possibly with dedicated recurring funding! Legislative work session in the Joint Committee for Natural Resources on 6/11 includes discussion of OISC bill (SB 445)—fingers crossed!
Diversity, Equity & Inclusion <i>Goal 6</i>	Reading a new book Michael Ahr donated to District library “Homecoming” by Yaa Gyasi
Presentation s/Tabling (4) <i>Goal 6</i>	Presentations/Trainings given: Connect Session (4/9) (~35 attendees), Weed Watchers Workshop (10 attendees) Tabling (materials only): Scappoose Bay Watershed Council (April 13), and Audubon Native Plant Sale (April 27-28)
Technical Assistance (60) <i>Goals 1-4, 6</i>	Been a really busy couple months for technical assistance! Both in the field and responding to new requests (hot items: blackberry, knotweed, celandine, arum)
Misc/Admin <i>Goals 1-4, 6</i>	Help lead “Field Tech Meeting” at Elk Rock Garden on 4/22. Revised annual work plan and Program budget. Developed and updated scopes of work, reviewing Contractor Invoices & herbicide records; Coordinating with partner organizations and staff; Field Supplies Management & purchasing; Landowner correspondence; Budget Tracking; Partner Collaborations; Listserv posts; Admin
Meetings/ Events, Tabling, Site Visits etc (3) <i>Goal 6</i>	Connect – Sunriver (4/9-11), CWMA Special Meeting (4/17), Willamette Aquatic Invasives Network Peer to Peer paddle workshop (6/4)

* 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, OPRD – Oregon Parks and Rec Dept PSU – Portland State University, UERC- Urban Ecosystem Research Consortium, WIN-Western Invasives Network

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

June Staff Report

Task	Explanation
Diversity, Equity & Inclusion (DEI)	I was selected as the “staff co-chair” of the DEI committee to replace Mary as she embarks on the Long Range Business Plan project. Excited to work in this capacity with Susan as a fellow co-chair and the rest of the committee. Having been on the committee for a couple of years now I was thrilled to have the chance to take on a bigger role. I passionately believe this work is important in every part of district including the rural areas and look forward to contributing to the leadership and continued progress we, as an organization, have already made.
Small Acreage Farms and new landowner contacts SP Goals 1-5	Had another new landowner interested in the soil health program. Provided some technical assistance over the phone and have a follow up site visit planned.
OWEB Small Grant Team SP Goal 1-3	We awarded the final \$5,132 remaining in the small grant fund for our area to a project with Tryon Creek Watershed Council on Nettle Creek. This concludes the funds for this biennium. We will work in June and July to get ready for the next biennium and are likely to see funds become available again in the fall - ~ October.
Site Visits (3) SP Goals 1-5	Mostly Sturgeon Lake plus one each for erosion and soil health.
Sturgeon Lake Restoration 5 site visits (164 miles) 38 hours SP Goal 1 & 3	<p>Revegetation Work: Mosaic crews were out again – this time for spring maintenance spraying and hand mowing. To date the plantings look great and the site prep has been very effective. Now let’s hope we get some more rain before the summer gets truly hot and dry!</p> <p>Monitoring: The anticipated spring freshette may be a dud if the river forecasts are to be believed. But we did see a “two-year event” back in March with water levels reaching the bottom of the bridge abutments. Now that the water has come back down we can see the channel and project has a whole has held up great!</p> <p>ODFW (staff time), the US Army Corps of Engineers (\$40,000 for materials) and Trout Unlimited (likely \$1000) are putting funding toward installing a PIT-tag array (two actually) at the Reeder Road bridge. Installation likely to come this summer and will track tagged salmonids moving through Dairy Creek past the bridge. The reason for two is they can track which direction the fish are moving.</p>
ODA Grant SP Goals 1, 2, 4, 5 & 6	The application for the next biennium for the ODA “SWCD Capacity Grant” will be/is awaiting Board approval at the meeting.
Off-Channel Salmon Habitat and McCarthy Creek WRE	McCarthy Creek design has been finalized. Bids were due June 5 th for construction contractor bids and I will be assisting CREST with selection of a contractor the Thursday after the Board meeting.
Soil Health SP Goal 1,2,3,4&5	Not much new other than a new potential landowner as highlighted in the Small Acreage farms above.
Water Quality Monitoring SP Goals 2,3 & 6	Indi Keith (one of our rockstar interns!) assisted me in installing 7 water temperature loggers in May. Five in McCarthy Creek and one each on Miller and Crabapple Creek.

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

Kammy Kern-Korot, WMSWCD Senior Conservationist
Staff Report for April 15 – June 7, 2018

Activity Type	Tasks and Descriptions
<i>Healthy Streams (HSP) / Rural Conservation (Goals 1-4: water quality, erosion, habitat, working lands)</i>	<ul style="list-style-type: none"> • Ongoing planning and program management, including contractor, landowner and fiscal coordination for Healthy Streams Program (HSP) and Special Habitat sites; development of contracts and scopes of work for this and next fiscal year • Facilitated and did site visit and follow-up w/ engineer & landowner re: bank erosion concerns at McCarthy Creek site • Plan plantings for McCarthy pond site where we've controlled new wetland invader • Initial planning/mapping for Crabapple Cr. watershed riparian project • Operations & Maintenance Plan for Sauvie Island (SIDIC) canals completed; it will be a living document w/ additions of best management practices, as available • Held planning meeting w/SIDIC & SBWC; did site visit with SIDIC and biological consultant, plus coordination, preparations and research for aquatic weed/plant survey to be conducted in early July
<i>Special Rural Habitats (SH): Goal 3, etc. + Working Lands: Goal 4; Grants</i>	<ul style="list-style-type: none"> • Project management; photo & administrative documentation for NRCS WRE site; direct contract crews in ongoing site maintenance and preparation • Coordination with & input to CREST re: 100% design for new wetland restoration at the large WRE project site we manage. Permits are mostly in place and a construction contractor will be selected this month. Prepared budget; met with CREST and negotiated fully-funded budget from BPA for planting and maintenance; finalized upland and wetland species mixes and plant orders. Met w/ NRCS & CREST to plan new cooperative agreements & review specifications for work past current contract. • Continued planning, technical assistance & site preparation for Oak savanna "CIS" habitat project, in coordination with landowner, contractor and NRCS. • Did spring monitoring & oak inventory site visit to large Sauvie Island oak woodland (37 acres) site which may be the target of additional enhancement efforts and funding • Did site visit with West Hills landowner interested improving pond habitat; fielded interest from 2+ other pond landowners with another site visit pending • Did follow up with large Sauvie farm landowner re: canal and riparian management • Ongoing planning site visit with organic farm & oak woodland owner; monitored crew weed control work and pond and hedgerow project areas. • Initial planning/mapping for upland project site on Sauvie Island • Provide technical assistance to landowner re: mullein weed control • Did site visit & follow up tech. assistance w/landowners to 2 forest properties adjacent to existing oak savanna site in West Hills re: ivy control, forest habitat and protections
<i>Outreach & Education; partnerships, collaborative grants (Goals 1-6)</i>	<ul style="list-style-type: none"> • Continued planning for next year's partnership agreement with SBWC • Did follow-up related to April pond habitat workshop, including collection of pond habitat workshop documents for website • Communicated with "Clacka-nomah-atin" SWCD oak habitat group and prepared GIS project data for prioritization mapping • Continued promoting oak habitat restoration funding from NRCS to landowners • Prepared materials related to oak habitat and pollinators for Zoo Twilight Tuesday • Send out WMSWCD water quality data report to landowners; edit article • Participated in rural lands coordination meeting with EMSWCD and NRCS • Met with graduate student interested in research re: landowners with oak habitat
<i>Admin. / training (Goal 6: Maintain a vibrant agency)</i>	<ul style="list-style-type: none"> • Facilitated 3 technical staff meetings, including one field visit to Bishop's Close oak habitat site; participated in 2 all-staff, 2 leadership team meetings • Finalized annual work plan, adjusting for budget cuts and landowner interest changes; provided programmatic text for annual budget document • Prepared monthly report, timesheets; ordered supplies; attended retirement workshop • Held internal meeting with technician & communications staff re: database uses • Supervisory & administrative duties re: performance review, etc.

Activity Type	Tasks and Descriptions
	<ul style="list-style-type: none"> • Attended NRCS training & field session re: ID & survey of “T&E listed” / rare plants • Participated in two oak-prairie field trips (4 sites total) to share oak habitat restoration techniques and continue learning prairie plant species
<i>GFPCI & DEQ grants, NRCS project match; DEI</i>	<ul style="list-style-type: none"> • Re: GFPCI: lower-middle McCarthy Creek HSP projects: 0 hour • DEQ 319 grant match: concluded • Enyart WRE: TBD • DEI: Tracked work of DEI committee; discussed DEI safety issues w/intern

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 |


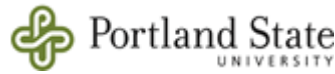
Acronyms:

BPA: Bonneville Power Administration	CSWCD: Clackamas Soil & Water Conservation District
CIS: Conservation Implementation Strategy	CWMA: Cooperative Weed Management Area
CREST: Columbia River Estuary Study Task Force	DEQ: Department of Environmental Quality
DEI: Diversity, Equity & Inclusion	EMSWCD: East Multnomah Soil & Water Conservation District
EDRR: Early Detection Rapid Response [of invasive species]	
HSP: Healthy Streams Program	
NRCS: Natural Resource Conservation Service	ODA: Oregon Department of Agriculture
SBWC: Scappoose Bay Watershed Council	SIDIC: Sauvie Island Drainage Improvement Company
THPRD: Tualatin Hills Parks & Recreation District	TSWCD: Tualatin Soil & Water Conservation District
USGS: United States Geological Survey	WRE: Wetland Reserve Easement

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

Vibrant Agency Goal 6	Status This Month
Diversity Equity and Inclusion	Reviewed and affirmed components in Long Range Business Plan RFP. Attended Equity Training at the EcoTrust Building on 5/22 hosted by Meyer Memorial Trust and Metro
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.
Human Resources (personnel files, employee handbook, benefits, retirement plans, recruiting, hiring, onboarding, termination)	Debrief from DM on action items from SDAO Regional HR training Developing salary matrix for admin & seasonal tech positions Participating in salary and wage survey among SWCDs
Budget	Submitted Approved Budget package submission to TSCC Reviewing and monitoring budget results for FY19 and impact on FY20 Evaluating updates to Approved Budget and Recommendations for Adopted Budget Preparing for Budget Hearing
Board of Directors meetings	Prep, agenda, media notice, Treasurer's Report, staff and DEI reports, room and refreshments, minutes, posting on website. Preparing resolution on workers comp for volunteers for board consideration
Grant administration and reporting	Accounting and tracking for regular grant reporting and submissions (ODA TALMA, NRCS WRE, NRCS CIG, Oregon Wildlife Foundation, Multnomah County Sturgeon Lake Grant).
Public Contracting	Umbrella Contract implemented for new contracts
Other District meetings (Staff, DEI, Safety, Leadership, Annual)	All Staff Meeting (including safety meetings), Leadership Team Meetings, DEI meeting, Long Range Business Plan RFP meeting. Set up and participated in all staff quarterly hazard investigation Tech staff field meeting to view conservation work at Bishop's Close
Other external meetings and events (WHA Insurance Agents, Property Manager, IT Cogent, ADP, GFOA, TSCC FOG, TCWC, etc.)	Coordinated new procedures and web portals with new office building owners/property managers. Contacting alternative Payroll service providers to obtain quotes on similar services.
Training / Workshops / Conferences (SDAO, OACD, CONNECT, Prof. Org)	Monthly SDAO safety webinars first Thursday of every month.
General Administrative	Contacted OSHA to schedule consultation on earthquake and other potential office hazard precautions that can be taken; continuing to evaluate other precautions that can be taken for greater safety in the office in the event of an earthquake.

Mary Logalbo, Urban Conservationist
May 2019 Highlights (for June Meeting)

Task	Explanation
Long Range Business Plan (G 1 – 6)	<p>Worked with Jim, Michele and Renee to craft and refine a Request for Proposals (RFP) for respondents (i.e. consultants) to help design and facilitate a participatory process that will update and further develop our Long Range Business Plan (LRBP), ensuring alignment with the Government Finance Officer Association's Financial Sustainability Index protocol, providing strategy to address and scope current and future conservation challenges, and imbedding equity and inclusion as a central principal and component of all that we do.</p> <p>The RFP is available here: : https://wmswcd.org/people-places-things/sub-contractors/requests-for-proposal/</p>
Urban Conservation (G1- 3, 5, 6)	<div>  <p>Attended a Stormwater Stars end-of-season recap where the impressive results of the program were shared via this impactful presentation: https://www.swni.org/sites/default/files/2019-06/SWS%20Final%20Presentation_0.pdf</p> </div> <p>Working with Linnton community members on accessing protection measures, including easements, for an outfall and waterway on the Old Mill site.</p> <p>Provided technical conservation information to interested landowners and documented permit and neighbor issues related to city interactions explained.</p> <p>Participated in a Community applications of Wildlife Connectivity Toolkit meeting with West Willamette core partners, Samara group staff and Metro staff.</p>
Greater Forest Park Conservation (G1-3, 5-6)	<p>Received permission forms and responded to Canopy Weed landowners while coordinating with Forest Park Conservancy (2 hours).</p>
Urban Programs Development Initiative (G1-6)	<div>  <p>Wrapped up capstone research. My capstone focuses on City's stormwater permitting policy, planning and processes. Conducted 7 interviews with regulatory agency staff, watershed organization, civil engineers and developers. Completed a geospatial data analysis to further illuminate occurrences and severity of stormwater permitting issues highlighted. Transcribed, coded and compartmentalized recorded interviews. Completed multiple drafts of the capstone paper and meet multiple times with advisor to review the same.</p> </div> <p>Successfully completed final coursework in Administrative Ethics & Values. Completed final papers on <i>Ethical Feasibility & the Equality Problem</i> and <i>Prudence: An Undervalued & Crucial Central Virtue for Public Leaders</i></p> <p>Provided a May Board Presentation on the Urban Programs Development Initiative – copies of the presentation are posted here: https://wmswcd.org/wp-</p>

	content/uploads/2019/05/2019_UrbanInitiative_PowerPointPresentation.pdf
Grants (G1 – 6)	<p>Coordination of current OWEB Small Grants’ progress ongoing.</p> <p>Wrapped up a DSL & DEQ permit review follow-up (w/ a City Streamlining Team) for the SW 50th Drive ROW Improvement that was granted a \$30,000 1% for Green Grant to implement the plan we created to improve the drainageway.</p>
Diversity, Equity & Inclusion (DEI) (G1-6)	<p>Worked with Jim and Susan to create and impliment a process to invite, review interest and secure a new staff person to serve as the DEI Co-Chair.</p> <p>Participation as co-chair of DEI Committee including creating DEI agendas, coordinating meetings and crafting reports.</p> <p>Helped coordinate and secure free DEI staff and board training opportunities provided by OEHR, Metro and Meyer Memorial Trust. Brian, Scott, Randi, Renee, Ari, Sam and Indi were able to attend trainings.</p> <p>Presented the DEI workplan and budget at the May Board meeting. Worked with Jim, Susan and Scott on the upcoming June Board DEI Updates.</p>
Other	<p>Reviewed amended budget and workplan and provided priority funding information in the face of a need to adjust the Urban Programs budget.</p>

Renee Magyar, Communications & Outreach Manager**Report covers month of May 2019**

Area & Goal	Explanation
Social media All GOALS	Posted on native plant month, free compost day event, cover cropping, the Oak Accord, bee survey training, Oregon invasive weed awareness week, benefits of school gardens for students of color, pollinator habitat, and shared partner orgs' workshops.
Media Relations All GOALS	Distributed Board meeting, public hearing, and DEI committee meeting announcements to media list. Sent second pitch of Sturgeon Lake project to OPB/OR Field Guide.
Website Management All GOALS	Updated homepage promotion of Weed Watchers. Post Board materials to website. Posted blog on interns and 2018 water quality report. Address Meadowsclaping Handbook order form error.
Communications All GOALS	Staff and Leadership Team meetings. Begin production of Spring newsletter and update email subscriber list. Order aquatic invasives publication.
Outreach/Events All GOALS	75 th Anniversary event ongoing planning and contractor management: ongoing partnership development, marketing, exhibitor invitations. Oral history video project – direction on edits. Soil School post-event wrap-up – coordinate final catering bill, capture evaluation results, debrief with planning team, begin 2020 planning discussion. Weed Watchers event needs: room rental deposit return. June 21 SLRP celebration – begin production of story poster set; misc. planning communications with OWF Host Lower Willamette Valley SWCD conservation educators quarterly meeting
Diversity, Equity and Inclusion All GOALS	Participate in May DEI committee meeting. Attended City of Portland Equity 101 training. Ongoing discussion of inclusivity at 75 th anniversary.
Other	Participate in WoodsCamp call. Order promo hats. Coordinate removal of expired Adopt-a-road program participant signs on Sauvie Island. Access database modification discussion. Edit LRBP RFP document + provide direction to back-up staff person for posting online.

Laura Taylor, Conservationist and Education Coordinator

June Board Meeting Staff Report (Covers May)

Task	Explanation
Forestry/Rural Program Support (Goals 1 – 4)	<ul style="list-style-type: none">Planned and executed May monitoring activities for the Understory Seeding Conservation Innovation Grant. Monitored 2 properties.Planned and executed May monitoring activities for forestry projects and the Greater Forest Park Conservation Initiative (GFPCI) Grant using the Unified Monitoring Protocol. Monitored 8 properties.
Healthy Streams (HS) / Healthy Habitats (HH) Program Support (Goals 1 – 4)	<ul style="list-style-type: none">Monitored 3 properties using the Unified Monitoring Protocol: two oak habitat projects, and one wetland habitat project.Quality-controlled contractor work on maintenance of 16 HSP and SH sites.
Education/Outreach (Goals 1-3, 5)	<ul style="list-style-type: none">Participated in the advocacy and funding sub-committee meeting for the Greening Schoolyards Taskforce, an Intertwine Alliance derived group focusing on region-wide advancement of green space access for youth.Processed reimbursement requests for school garden funding recipientsCollected bee specimens for the Oregon Bee Atlas
Internship Supervisor (Goals 5 & 6)	<ul style="list-style-type: none">Coordinated with inters and staff on intern scheduling for field and office work and intern professional development opportunities.Reviewed and approved intern timesheets.
District Support, Meetings and Training (Goals 5 & 6)	<ul style="list-style-type: none">Attended WMSWCD staff, tech-staff, and special budget planning meetings.Attended the Columbia Gorge CWMA Field Day in the Eagle Creek Fire area
NRCS Grant Contrib.	<ul style="list-style-type: none">Monitoring for the Understory Seeding Conservation Innovation Grant. Monitored 2 properties: LT - 18 hours, 2 round-trips.Monitored one Wetland Reserve Project, and one Oak CIS project: LT - 18 hours, Interns – 16 hours, 2 round-trips.
GFPCI Grant Contrib.	<ul style="list-style-type: none">QC of HSP projects included 5 sites in the GFPCI area – 4 hrs, 1 round-tripPlanning + Monitoring 8 GFPCI sites over 5 days: LT - 54 hrs, Interns – 40 hrs, 5 round-trips.
Diversity, Equity & Inclusion	<ul style="list-style-type: none">Attended DEI Meeting, held discussion on Internship hiring process.

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