

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

Goal 1: Erosion & Healthy Soil and Goal 2: Water Quality – No Activity	
Goal 3: Habitat & Biodiversity	<ul style="list-style-type: none"> • Intertwine Alliance Quarterly Regional Connectivity Work Group Meeting (June 6th) • Finalized Intergovernmental Agreement <i>Working Towards Fully Functional Habitat Incentive Programs for Private Lands in Partnership with Soil and Water Conservation Districts</i> between the Oregon Department of Fish and Wildlife (ODFW) and the Clackamas, East Multnomah, Polk, Tualatin and West Multnomah Soil and Water Conservation Districts. <ul style="list-style-type: none"> ○ Develop candidate pool for project interns from previous intern recruitment efforts with ODFW, reached out to the 15 candidates regarding interest and availability, ○ Reviewed and ranked in priority order the 7 candidate responses (w/ ODFW) ○ Made successful offers to the successful candidates, Jake Lovell and Derek Palmore
Goal 4: Working Lands (GFPCI In Kind = 4 hours)	<ul style="list-style-type: none"> • East Multnomah-West Multnomah-U.S. Department of Agriculture Natural Resources Conservation (NRCS) Service Rural Lands Coordination Meeting (6/13). • Check in w/ Renée Myers (Executive Director, Forest Park Conservancy) - Collaborative Restoration Partnership Agreement w/ Verde (June 20th) • Forest Park Neighborhood Association Meeting featuring Portland Parks and Recreation Staff talking about upcoming projects and wildfire risk reduction within Forest Park.
Goal 5: Cultivating Stewards	<ul style="list-style-type: none"> • Nature Guiding (Friends of Tryon Creek) – Queen of Peace Catholic School - 2nd Grade (June 7th)
Goal 6: Vibrant Agency	<ul style="list-style-type: none"> • All Staff Meeting (6/3), Tech Staff Meeting (6/10), Leadership Team Mtgs (6/10, 6/24). • Mtg w/ Temi Dauda (World Forest Institute Int'l Fellow, Nigeria) on District urban programs (6/3) • Learning Lunch – Water Quality (Scott Gall Presenter) (June 10th) • Finalized Annual Work Plan packet for submittal to Oregon Dept of Agriculture (w/ Michele Levis) • Prep/Attendance – West Multnomah SWCD Board Meeting (6/12) • Tryon Creek Watershed Council Board Meeting (6/10). • Develop Request for Proposal (RFP) for Long Range Business Plan update project, attended June 12th pre-submittal meeting (3 interested respondents), reviewed and ranked the 2 submittals (w/ Mary Logalbo, Michele Levis). OUTCOME: No award was made due to bids greatly exceeding budget. • East Multnomah SWCD/West Multnomah SWCD Bike More Challenge Celebration Event (June 20th) • Position Description review and Performance Rating for the Communications and Outreach Manager. • OACD Monthly Communications Conference Call (6/27).
Sturgeon Lake Restoration Project (In Kind = 32.5 hours)	<ul style="list-style-type: none"> • Site visit to Dairy Creek outflow into Sturgeon Lake via boat with Tom Josephson (Columbia River Estuary Study Taskforce) and Anne Creason, Steve Gagnon (Bonneville Power Administration) (6/4) • Meeting w/ Richard Duncan, Realty Division, ODFW, regarding Bridge Abutment Easement from ODFW to Multnomah County, Intergovernmental Agreement for Monitoring and Maintenance and Official Naming of the Dairy Creek Channel (June 11th) • WMSWCD Board Public Hearing – Entering into Permanent Conservation Easements (6/12) • WMSWCD Board Delegation of Authority to enter into permanent conservation easements with private landowners and Maintenance and Monitoring Intergovernmental Agreement. • Third Party Acknowledgement Form for Lender Consent Agreement to permanent easement (LO #3) • Final Bridge Abutment (ODFW Grantee) and Road Purpose (Landowner #4 Grantee) Easements to Multnomah County complete with final legal descriptions and maps based on survey. • Sturgeon Lake Restoration Project Celebration Event (Planning, Prep, Speaker) (June 21st)
Diversity, Equity and Inclusion	<ul style="list-style-type: none"> • Friends of Tryon Creek's Native Professionals and Friends Night Event – (Tryon Creek SNA) (6/20) • Developed Land Acknowledgement Statement (w/ Gabe Sheoships, Friends of Tryon Creek) for use at the Sturgeon Lake Restoration Project's Celebration Event. • National Association of Conservation District's Urban and Community Conservation Webinar - <i>Reach and Engage Diverse Audiences</i> (June 20th)
Professional Development – No Activity	

Michael Ahr, Forest Conservationist

June Staff Report

1 week of vacation and another week at a conference leads to a less robust staff report 😊

Task	Explanation
Forestry Program (SP Goals 1-4)	<ul style="list-style-type: none">• Site visit to plan out a thinning project in Rock Creek Watershed• Worked on invoices quite a bit to get year end budget allocated to projects.• 2 site visits to collect forest measurements near crabapple creek for a 19 acre management plan• Met with a landowner about a potential “afforestation” project, potentially with a large component of Oregon white oak
Greater Forest Park Conservation Initiative (GFPCI) (5 total hours)	<ul style="list-style-type: none">• 3 Site visits to check on contractor work. (3 hours)• Time managing invoices (2 hours)• We finished this grant on June 30! Over the last 3 years we were awarded \$85,000 and most of that went to on-the-ground work that resulted in 22 management plans covering 336 acres; Restoration on 235 acres across 30 properties; and 8 thinning projects covering 86 acres. These numbers include plans written by Michael Ahr and Mary Logalbo, projects administered by Michael, Mary, Kammy, and Laura. Much intern time also went into the success of this grant as well as a ton of project monitoring by Laura and interns.
Partner Meetings (SP Goals 3, 4 & 6)	<ul style="list-style-type: none">• Called in to WoodsCamp conference call (an outreach tool for woodland owners)
Education/Outreach/ training (SP Goal 4 & 6)	<ul style="list-style-type: none">• Attended NW Land Camp – a conference that occurs every 2 years with the Washington and Oregon Land Trust community. It was a great group and many good presentations on climate science and long term land conservation.• Oregon Community Trees Conference – focused on urban forestry
Miscellaneous	<ul style="list-style-type: none">• Shuttled vehicle for repair work• Took a week of vacation
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

July 2019 Staff Report (June 11th – July 11th, 2019)

Task	
<u>Early Detection, Rapid Response (EDRR)</u> Program Goals 1-6	<ul style="list-style-type: none"> • Garlic Mustard EDRR Control: It's hard to believe, but we made it to the end of our spring 2019 garlic mustard season! In all, nearly 300 sites received control. This was made possible largely by Ari DeMarco, who took over the lead field role after my injury on May 15th, as well as interns Sam Mulraz and Indi Keith graciously putting in extra work days and flexing their summer hours to accommodate our need. I focused on scheduling, contractor coordination and landowner communication. Contractors and staff pulled over 2330 lbs of garlic mustard (that's 1.12 tons!!) Full program stats will be available soon as we process the field data. This fall we will aim to spend 1-2 weeks conducting spot rosette treatments—an approach that shows good promise especially where native herbaceous cover is high. • Emerald Ash Borer (EAB) Trapping & Monitoring: We are very fortunate to have Ari DeMarco to provide in-house expertise on EAB trapping logistics and installation! Ari has worked previously with Wyatt (Oregon Dept of Forestry) to hang EAB traps, and took the lead on installing six traps across our District (including one in North Portland). While we hope we don't find any, we are pleased to be partnering with ODF in early monitoring and detection efforts for this high risk invasive insect pest! • Orange Hawkweed EDRR Control: Two orange hawkweed sites were controlled by Ari DeMarco and Indi Keith—One located near Columbia Creek and the other in River View. • Spurge Laurel EDRR Control: An additional ~15 sites were pulled in the past month to bring our total to ~65 sites in all this spring. • Pokeweed EDRR Control: Ari and I went out to Sauvie Island to survey and control pokeweed at three sites. Coverage area seems to be dramatically reduced from when work began three years ago, but lots of new seedlings needed to be managed. • PNW-Garlic Mustard Working Group: Ramping up to start “off-season” communication. Administered a few new posts and new member additions. • Outreach: Getting ready for summer tabling events by refreshing and replenishing our noxious weed specimens. Coming up we have Twilight Tuesday at the Zoo, Skyline Ridge Neighborhood Night Out and Multnomah Days! Our new mobile bootwash station was demonstrated by Ari at the 4-County CWMA Field Day event in June. • Oregon State Weed Board grant: I completed and submitted our final report for the 2018 garlic mustard grant! Michele Levis informed me that we received the initial payment for our 2019 grant (\$17,184 -- award amount \$34,368). We should also be receiving our final payment for our 2018 grant (\$8075 – award amount \$32,300)
IPM Coordination Goals 1-4, 6	<ul style="list-style-type: none"> • Aquatic Invasive Plant ID overview for Sturgeon Lake Survey • Tracking progress of Solve Pest Problems. • Communicated pertinent invasive species legislation updates.
Restoration Goals 1-4, 6	Planning limited summer maintenance activities at six restoration sites. Three sites in River View/Dunthorpe area and three on NW Skyline, near Forest Park. Much interest from landowners, but will be requiring more of a commitment from them than ever with ↓ budget.

Invasive Partnerships Goals 1-6	<p>4-County CWMA: Field Day was June 12th! East Multnomah & Gresham locations were included on tour. Despite the heat wave, we had ~30 participants, and viewed a range of restoration practices and project types. As part of the Steering Committee, I am assisting with a CWMA-wide survey that will help direct surplus CWMA funds beyond cost of coordinator time. Also, continuing to develop community outreach with community engagement liaisons (CELSs), 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): Great news here! Not only was Senate Bill 445 passed (albeit without funds for emergency control account), the Coordinator funds were secured through the ODA budget bill and our \$300K ask for emergency control and education grants were rolled into an end-of-session omnibus bill! The future looks much brighter than it did for the OISC earlier this year. We are updating our bylaws to reflect SB445 passage, and quickly “relaunching” the Council activities now that funding has been secured.</p>
Diversity, Equity & Inclusion Goal 6	Working with BES, and 4-County CWMA to develop invasive species needs assessment with underserved communities in Portland.
Technical Assistance (15) Goals 1-4, 6	Continue to field lots of seasonal requests for technical assistance, including knotweed, blackberry, thistle, poison oak, pokeweed and giant hogweed.
Misc/Admin Goals 1-4, 6	Reviewing Contractor Invoices & herbicide records; Coordinating with partner organizations and staff; Field Supplies Management & purchasing; Fire restriction tracking/staff communication; Landowner correspondence; Budget Tracking; Partner Collaborations; Listserv posts; Admin
Meetings/ Events, Tabling, Site Visits etc (3) Goal 6	CWMA Field Day (6/12), OISC Conference Call (6/14), CWMA Committee Meeting Conference Call (7/10)

* 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

July Staff Report

Task	Explanation
Diversity, Equity & Inclusion (DEI)	Presented a summarized version of the DEI workplan to the Board as my first official co-chair duty at the June 12 th Board meeting.
Small Acreage Farms and new landowner contacts SP Goals 1-5	No new landowners this month, though still trying to connect to the landowner on Sauvie interested in soil health.
OWEB Small Grant Team SP Goal 1-3	We are in the process for applying for the next round of funding for the Lower Willamette West OWEB Small Grants. OWEB has indicated we should receive the typical \$100,000 for the two-year program. Grant awards are for up to \$15,000 with a requirement that the award be matched with 25% cash or in-kind work. These are “grassroots” administered grants in that all the review, evaluation, and recommendations to fund happens locally before OWEB ever sees the application. The current team consists of WMSWCD, Tualatin SWCD, Clackamas SWCD, Oswego Lake Watershed Council, Tualatin River Watershed Council and Tryon Creek Watershed Council.
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: Nothing new here...though the dry spring could be hard on our new plantings. We will be monitoring them in August to see how many make it through the summer.</p> <p>Monitoring: Moving ahead on the PIT tag array. ODFW is supervising procurement of equipment and supply some funding for staff time to install it. US Army Corps is paying for up to \$40,000 in equipment. I have been asked to coordinate supplying power to the unit so we will be opening a PGE account to supply the unit with power. We are estimating \$500-800 per year to operate it.</p> <p>With the help of 9 staff and volunteers we conducted our biennial Sturgeon Lake aquatics survey. We have now thoroughly checked the “southern lobe” of the lake as well as the wetlands and sloughs around where Dairy Creek enters the lake. Luckily we didn’t find anything surprising (i.e. really bad!). We did find several patches of purple loosestrife with ODFW has said they will spray. We increased our awareness of the extent of the false indigo bush and I will be working with our invasives program to determine what, if anything, we can and should do about it. We did not find anything else alarming...which is great!</p> <p>Celebration: As many of you know, we celebrated the project on June 21st. I was delighted to see six board members and two associate board members in attendance along with several staff. We had good representation from agency partners, two of our landowners showed up, and many of the donors from the Save Sturgeon Lake campaign. While there is still a lot to do over the next 3-5 years, it really feels like we tied a nice bow and a project LONG in the making. So thanks to everyone for your support of the project.</p>

Task	Explanation
	  <p>From Left to Right: 1) The Aqua-weedwatchers getting ready to set out on their aquatics invasives survey. 2) Great picture of the type of edge habitat salmonids would love! 3) Jim Cathcart presenting to at the June 21st ribbon cutting.</p>
<p>ODA Grant SP Goals 1, 2, 4, 5 & 6</p>	<p>We have submitted our application to ODA for the next fiscal year!</p>
<p>Off-Channel Salmon Habitat and McCarthy Creek WRE</p>	<p>CREST has selected a contractor, Aquatic Contracting LLC, to do Phase 2 of the McCarthy Creek restoration. It was Aquatic that removed the culvert on McCarthy Creek back in 2017 and has done multiple project with CREST on Sauvie Island. They will also be doing a project on Bachelor Island for CREST this summer... but that is in Washington so who cares (just kidding ☺). Work is slated to start around August 15th.</p>
<p>Soil Health SP Goal 1,2,3,4&5</p>	<p>Still trying to touch base with the landowner on Sauvie interested in soil health.</p> <p>On a similar note, it looks like that I will already have full allocation of Soil Health funds for the coming year. Awareness in this program is spreading by word of mouth and larger acreage farmers are becoming increasingly interested. In order to meet demand, I am already discussing with Kim Galland at NRCS for either extending her existing Soil Health Conservation Implementation Strategy (CIS) or starting a new one.</p>
<p>Water Quality Monitoring SP Goals 2,3 & 6</p>	<p>Temperature loggers in Crabapple, McCarthy and Miller Creeks are all...logging!</p>

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 June 10 – July 12, 2019

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; refine scopes of work and planting plans for next fiscal year; review invoices to close out this fiscal year. • Order plants for McCarthy pond site where we've controlled new wetland invader • Additional planning and mapping for Crabapple Cr. watershed riparian project • Co-hosted field tour for NRCS staff, with SIDIC staff, of Sauvie Island (SIDIC) canal system to brainstorm funding opportunities for conservation • Finalized scope of work and completed first 2 days of surveying Sauvie Island canals for aquatic weeds/plants with biological consultant, in coordination with SIDIC.
<i>Special (Rural) Habitats (SH): Goal 3, etc. + Working Lands: Goal 4; Grants</i>	<ul style="list-style-type: none"> • Project management for NRCS WRE site; update scopes of work for vegetation management contract crews. Finalize nursery order for fall & winter planting in upland and wetland areas, including those affected by upcoming earth-moving work. • Ongoing coordination w/ CREST as new wetland restoration at the large WRE project site we manage approaches construction in August, including re: monitoring plan. Hosted tour of site for Multnomah County partner staff; assessed site conditions. • Continued planning & site preparation for Oak savanna "CIS" habitat project, in coordination w/ landowner, contractor & NRCS. Defined & directed contractor work and prepared photo and fiscal documentation for NRCS & OWEB reimbursement. • Reviewed regional oak data points, including for potential new project in Abbey Creek watershed; updated oak habitat site map for this landowner. • Additional planning/mapping for upland project site on Sauvie Island • Coordinated ongoing project maintenance /ivy, invasive tree & other continuing weed control at West Hills oak savanna and HSP project on Upper Bronson Creek. • Conducted pond site visit in SW Portland with urban conservationist and landowner. • Prepared for and participated in Sturgeon Lake invasive plant boat survey
<i>Outreach & Education; partnerships, collaborative grants (Goals 1-6)</i>	<ul style="list-style-type: none"> • Finalized next year's partnership agreement with SBWC • Began review of Living on the Water draft update and planning for design, printing • Prepared display materials with oak habitat & pollinator theme and tabled at Zoo Twilight Tuesday June event; purge and organize brochures in front lobby area • Participated in rural lands coordination meeting with EMSWCD and NRCS • Participated in CWMA field tour in East Multnomah County, including stops at Nadaka Nature Park (with DEI component), EMSWCD's Headwaters Farm stream restoration & pollinator hedgerows, City of Gresham's meadow at Hogan Butte, and Metro's Ambleside Natural area creek restoration project • Participated in Sturgeon Lake restoration celebration on Sauvie Island; network. • Provide program activity photos for social media posting.
<i>Admin. / training (Goal 6: Maintain a vibrant agency)</i>	<ul style="list-style-type: none"> • Facilitated 2 technical staff meetings, participated in 1 all-staff, 4 leadership meetings • Prepared monthly report, timesheets; assist with office hazards assessment • Begin preparations & coordination for tech. staff contributions to annual report • Supervisory & administrative duties re: performance, timesheet, fiscal review, etc. • Attended PSU 3-day wetland plant ID class, including one field day, plus preparation
<i>GFPCI & DEQ grants, NRCS project match; DEI</i>	<ul style="list-style-type: none"> • GFPCI grant: \$3,042 spent on riparian restoration project vegetation management • Enyart WRE: TBD • DEI: learned & shared re: community involvement efforts at Nadaka Nature Park in East Portland; tracked DEI committee developments.

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

CIS: Conservation Implementation Strategy

CREST: Columbia River Estuary Study Task Force

DEI: Diversity, Equity & Inclusion

EDRR: Early Detection Rapid Response [of invasive species]

HSP: Healthy Streams Program

NRCS: Natural Resource Conservation Service

SBWC: Scappoose Bay Watershed Council

THPRD: Tualatin Hills Parks & Recreation District

USGS: United States Geological Survey

CSWCD: Clackamas Soil & Water Conservation District

CWMA: Cooperative Weed Management Area

DEQ: Department of Environmental Quality

EMSWCD: East Multnomah Soil & Water Conservation District

ODA: Oregon Department of Agriculture

SIDIC: Sauvie Island Drainage Improvement Company


TSWCD: Tualatin Soil & Water Conservation District

WRE: Wetland Reserve Easement

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

Vibrant Agency Goal 6	Status This Month
Diversity Equity and Inclusion	Reviewed and affirmed components in Long Range Business Plan.
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. Requesting timely invoices from contractors to facilitate year-end close.
Human Resources (personnel files, employee handbook, benefits, retirement plans, recruiting, hiring, onboarding, termination)	Completed salary matrix and performance evaluation for supervised staff. Continuing salary matrices for other positions.
Budget	Held Budget Hearing, FY 2019-2020 budget adopted. Submitted Adopted Budget package to TSCC and three County assessors Reviewing and monitoring budget results for FY19 and impact on FY20
Board of Directors meetings	Prep, agenda, media notice, Treasurer's Report, staff and DEI reports, room and refreshments, minutes, posting on website. Resolution on workers comp for volunteers – policy adopted by board Finalized annual work plans for all staff and submitted to board for approval
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). Attended ODA and OWEB capacity grant webinar.
Public Contracting	Umbrella Contract implemented for new contracts
Other District meetings (Staff, DEI, Safety, Leadership, Annual, Long-range Business Plan update)	All Staff Meeting (including safety meetings), Leadership Team Meetings, DEI meeting, Long Range Business Plan RFP meeting.
Other external meetings and events (WHA Insurance Agents, Property Manager, IT Cogent, ADP, GFOA, TSCC FOG, TCWC, etc.)	Consultant Info session for LRBP RFP. Advised Scappoose Bay WC Board Treasurer on accounting questions related to OWEB grant process. Continuing research on alternative Payroll service providers.
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
June 2019 Highlights (for July Meeting)

Task	Explanation
Long Range Business Plan (G 1 – 6)	<p>Worked with Jim, Michele and Renee to open 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>Coordinated and facilitated an information session for respondents interested in the RFP with three interested companies represented as well as Jim & Michele. It was a productive session that we were told was helpful from participating companies.</p> <p>Created a rubric to score incoming proposals and met with Jim and Michele to review proposals received. The proposals received did not fit within our budget. Michele, Jim and I decided to hold off and conducted a more thorough planning process that specifies and narrows where we need external support while increasing my role in implementation of the same.</p> <p>A scoping meeting with the Leadership Team and discussion with the Diversity, Equity and Inclusion Committee have been scheduled.</p>
Urban Conservation (G1- 3, 5, 6)	<p>Completed 2 site visits with new landowners and have started to draft conservation plans. One site visit, that included an urban pond, was conducted with Kammy and Tryon Creek WC staff (pictured below).</p> <div data-bbox="430 1119 846 1430">  </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.</p> <p>Participated in West Willamette Restoration Partnership meeting. Drafted and executed 2019-20 Contract for WWRP Consultant Coordinators with administrative team input and Randi’s assistance.</p> <p>Finalized funding agreement for the SW 25th Ave ROW Trail Restoration landscape demonstration project between PBOT, Friends of Fanno Creek Headwaters and Oregon Wildlife Foundation.</p> <p>Compiled list and send out notifications to landowners that will be monitored this year. Sent along list to Ari for completion of monitoring.</p>

Urban Education (G1 – 6)	<p>Coordinated Multnomah Days booth reservation and logistics with organizing organization, staff and partners.</p> <p>Provided Renee with guidance on an Urban District Programs Brochure for the Backyard Habitat Certification Program participants.</p>
Greater Forest Park Conservation (G1-3, 5-6)	<p>Worked with Ari to compile and enter permission to treat form participants for the Canopy Weed Program into the database (.5 hrs).</p> <p>Provided technical assistance to GFPCI landowners with ivy issues (1 hr).</p>
Urban Programs Development Initiative (G1-6) *DEI focused course work included.	<div data-bbox="431 529 724 810" data-label="Image"> </div> <div data-bbox="743 529 1380 810" data-label="Text"> <p>Successfully graduated the Executive Masters in Public Administration program with a 3.8 GPA.</p> <p>Completed and presented capstone focused on <i>Portland's Stormwater Permitting, Policy & Processes: A Stakeholder & Geospatial Analysis.</i></p> </div> <div data-bbox="1055 529 1380 600" data-label="Image"> </div>
Grants (G1 – 6)	<p>Coordination of current OWEB Small Grants' progress ongoing. Closing out and completing reporting for George Himes OWEB Small Grant.</p> <p>Participated in a planning meeting for the <i>SW 50th Drive ROW Improvement \$30,000 1% for Green Grant</i> with BES staff, SWNI staff, WRC staff and BES staff.</p>
Diversity, Equity & Inclusion (G1-6)	<p>Participation as co-chair of DEI Committee including drafting DEI board report and transitioning new DEI co-chair Scott Gall.</p> <p>Sent links and resources to intern Indi Keith to help with historic landowner and SWCD involvement and leadership barriers research.</p>
Training	<p>Participated in an excellent NACD Webinar on Outreach and Engagement (w/ a DEI emphasis) available for viewing here: https://nacdnet.adobeconnect.com/p3qjxogm0xbb/?proto=true </p>
Other	<p>Sourced Metro Cooperative Procurement information for District Master Contracts.</p>

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

Area & Goal	Explanation
Social media All GOALS	Posted quarterly newsletter, invasive weed awareness week, CWMA event promotion, tech staff in the field, benefits of oak habitat, shared book Farming While Black, promotion of Laura Taylor presenting on pollinators, repost of Ron Spendal Oregon Field Guide piece on mason bees, promotion of other partner events
Media Relations All GOALS	Distributed Board meeting announcement to media list. Tagged Oregon Field Guide in Facebook share of Ron Spendal piece.
Website Management All GOALS	Collect and post Pond workshop binder contents. Post Board materials to website. Coordinate addition of business hours to website with other edits to simplify Contact info dropdown
Communications All GOALS	Staff and Leadership Team meetings. Production and distribution of Spring newsletter. Distribution of Meadowsaping Handbook. Distribute general inquiry and request for assistance emails. Early planning for Urban program handout for Backyard Habitat distribution
Outreach/Events All GOALS	75 th Anniversary event ongoing planning and contractor management: mailing list clean-up and first round of mailing of event marketing postcard to landowners/service users Oral history video project – direction on edits and contract management June 21 SLRP celebration – final production of story poster set; misc. Research materials for oak activity for Zoo Twilight Tuesday
Diversity, Equity and Inclusion All GOALS	Facebook post on book Farming While Black in honor of Juneteenth
Other	Annual review

Laura Taylor, Conservationist and Education Coordinator

July Board Meeting Staff Report (Covers June)

Task	Explanation
Forestry/Rural Program Support (Goals 1 – 4)	<ul style="list-style-type: none">Planned and executed June monitoring activities for the Understory Seeding Conservation Innovation Grant. Monitored 6 properties.Planned and executed June monitoring activities for forestry projects and the Greater Forest Park Conservation Initiative (GFPCI) Grant using the Unified Monitoring Protocol. Monitored 5 properties.
Healthy Streams (HS) / Healthy Habitats (HH) Program Support (Goals 1 – 4)	<ul style="list-style-type: none">Reviewed invoices for contractor work on maintenance of 16 HSP and SH sites.Performed an aquatic invasive plant survey for Sturgeon Lake along with other District staff, partners, and volunteers.
Education/Outreach (Goals 1-3, 5)	<ul style="list-style-type: none">Processed reimbursement requests and reviewed final reports for school and community garden funding recipients and Education Partner Funding recipients in anticipation of the end of the fiscal year.Tabled about Oregon white oak at the Oregon Zoo Twilight Tuesday event on June 18.Gave a 1.5 hour public talk on bee diversity and conservation at the Tualatin River National Wildlife Refuge on June 29 as part of their free summer speaker series.
Internship Supervisor (Goals 5 & 6)	<ul style="list-style-type: none">Trained and supervised interns on monitoring data entry and photo labeling.Organized monthly “Learning Lunch” series for intern and staff professional enrichment opportunities.Worked with staff on intern assignments and schedulingReviewed and approved intern timesheets.
District Support, Meetings and Training (Goals 5 & 6)	<ul style="list-style-type: none">Attended WMSWCD staff and tech-staff meetings.
NRCS Grant Contrib.	<ul style="list-style-type: none">Monitoring for the Understory Seeding Conservation Innovation Grant. Monitored 6 properties: LT: 62 hours, Interns: 59 hours, 9 round-trips.
GFPCI Grant Contrib.	<ul style="list-style-type: none">Planning + Monitoring 5 GFPCI sites over 5 days: LT: 18 hrs, Interns: 18 hrs, 5 round-trips.
Diversity, Equity & Inclusion	<ul style="list-style-type: none">Planned a meeting among interested staff to discuss how the District can incorporate lived experience as a member of a historically marginalized community into our consideration during the hiring process (Meeting planned for July).

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