

Michael Ahr, Forest Conservationist

June & July Staff Report

Task	Explanation
Forestry Program (SP Goals 1-4)	<ul style="list-style-type: none"> We were awarded a NACD Technical Assistance Grant!! (submitted in June, received in July) Worked with Randi on Quarterly Report for NRCS CIG grant Worked on end of year invoices and budgeting Completed Landowner Agreements for 2 new projects Completed a Stewardship Plan on 34 acres on McNamee Road (June 18) Completed a Stewardship Plan on 18 acres at Logie Trail and Skyline (July 9) Flagged Boundaries of 2 projects where contractors will control ivy in August 5 site visits related to management plans and upcoming contractor work.
Partner Meetings (SP Goals 3, 4 & 6)	<ul style="list-style-type: none"> Hyla Woods Forest Tour (7/10) – met with a group from OSU College of Forestry, family woodland owners, Tualatin SWCD to tour and discuss marginal sites for Douglas-fir in the coast range and what species to focus on in the future.
Education/Outreach/ training (SP Goal 4 & 6)	<ul style="list-style-type: none"> Worked with Laura to present at OSU Tree School Online. Topic: Understory forest vegetation. To watch the recording of the webinar, scroll down to July 14 session here: https://extension.oregonstate.edu/tree-school/tree-school-online-class-guide Submitted article with help from Renee to the Skyline Ridgerunner related to the Woodland Fish & Wildlife Group (WFWG) publication on reptiles Continue to work on a Forest Invasive Species pub for WFWG Attended 2 OSU Tree School Webinars: Young Stand Thinning, Uneven aged forest management Attended NACD Webinar: Land Management Certification Programs
Miscellaneous	<ul style="list-style-type: none"> Tried to jump start Jeep – dead battery – will need new battery Conservation scope planning team meeting related to LRBP Juneteenth Conversation: Staff gathered virtually for a DEI discussion
Diversity, Equity, and Inclusion (goal 6)	<ul style="list-style-type: none"> Understanding Microaggression Training

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. **LRBP** – Long Range Business Plan

Michelle Delepine, Invasive Species Program Coordinator
August 2020 Staff Report (June 11th – August 6th, 2020)

Task	
<p><u>Early Detection, Rapid Response</u> (EDRR) Program</p> <p>Goals 1-6</p>	<p>The EDRR Team reached nearly 300 residents and/or landowners over the spring/early summer season. With a continued focus on handpulling at many of our sites, staff and contractors pulled over 1.5 tons of garlic mustard this year. We also controlled spurge laurel, false brome, oblong spurge, pokeweed, and orange hawkweed, and investigated a possible new species of concern, <i>Anthriscus sylvestris</i> (cow parsley/wild chervil).</p> <p>Oregon State Weed Board grant: <i>As with many programs that rely on lottery funds, future OSWB grants have been placed on hold. We are working with partners to ensure that we stretch our currently awarded dollars as far as possible. Since the grant has a 15-month window that overlaps two spring treatment seasons, we are hopeful that we will be able to use our current funding to cover 2020 and 2021 treatment costs for partners that rely exclusively on these funds. In addition to implementing the 2020 grant, I also submitted a final report for the 2019 grant.</i></p> <p>Emerald Ash Borer (EAB) trapping: Our staff entomologist, Ari, coordinated the acquisition, placement and deployment of EAB traps around our District. She also worked with Portland Parks to install traps in additional strategic locations around East Portland. She began mid-season checks this week at four locations in the north part of our district and replaced lures. No suspects have been identified yet thankfully, but some interesting insect specimens have been collected. With very minimal funding and support, Ari has facilitated an important EAB early detection network across the Metro area for a second year in a row.</p> <p>Sturgeon Lake Vegetation Survey: Worked with Scott, Ari and Hannah to conduct aerial vegetation monitoring by drone around the southern portion of Sturgeon Lake.</p> <p>Again, a huge thank you to everyone that assisted to make our 2020 garlic mustard season a success! A special thank you to Ari DeMarco, WMSWCD interns Hannah Spencer, Cole Carr, and FPC intern Joseph Justice for being so upbeat, dependable and adaptable throughout the field season. Thanks also to Randi for the tireless EOD check-ins each day, as well as the rest of the leadership team for making our on the ground work possible.</p>
<p>IPM Coordination</p> <p>Goals 1-4, 6</p>	<ul style="list-style-type: none"> • Provided IPM guidance to community members, property owners and others • Maintenance of safety and field equipment • Reviewed contractor herbicide records & answered staff questions • Pursued and tracked IPM trainings and communications with partners and staff to improve best management practices • Tracking Solve Pest Problems project updates
<p>Invasive Partnerships</p> <p>Goals 1-6</p>	<p><u>PNW- Garlic Mustard Working Group:</u> Gearing up to debrief 2020 season.</p> <p><u>4-County CWMA:</u> Reviewed website upgrade request for proposals. Participated in three committee meetings, co-facilitating Technical Committee meeting. Focus on website content.</p> <p><u>Oregon Invasive Species Council (OISC):</u> Funding for the rest of the biennium has essentially been pulled with the proposal of ODA's modified budget. Communicated with ODA and OISC council members, and provided written and oral testimony.</p> <p><u>Tryon Creek Watershed Council:</u> Working with Tryon and Oswego Lake WCs to discover new funding opportunities and support for garlic mustard control efforts. Provided updates.</p> <p><u>Western Invasives Network:</u> Correspondence with Troy (grants, networks, resource sharing)</p> <p><u>NAISMA Legislative Committee:</u> Tracking.</p>

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

Long Range Business Plan	Actively engaging in the Conservation Scoping Tech Team. Assisted with equity lens review, and participated in all meetings. Provided feedback etc.
DEI Goal 6	Participated in <i>Microaggressions</i> and <i>Understanding Gender Awareness</i> trainings. Engaged in DEI learning and discussion via staff meetings, trainings and correspondence, and endeavor to bring important DEI issues to the forefront of partner work.
Presentations/Trainings	Led a Master Gardener online training workshop (June 26), nearly 200 participants. Working with Kammy and Ari to develop and lead a possible paddling aquatic weed workshop.
Technical Assistance	Phone/email and in-person, I provided assistance to 45 people this period on a wide variety of conservation issues ranging from invasive species management practices, riparian restoration, erosion, native planting and ID, wildlife enhancement, stormwater etc etc
Site Visits (3)	Two site visits with landowners regarding <i>Anthriscus sylvestris</i> and other conservation planning issues (jointly with BES) and one site visit with urban landowner (invasive control, stormwater, riparian restoration).
Misc/Admin Goals 1-4, 6	Invoicing Review; Data entry, Conservation Plan tracking; Coordinating with partners; Curating our invasive plant specimens; Field Supplies Management; Landowner correspondence; Partner coordination; Budget Tracking; District admin responsibilities; Listserv posts; Safety topic discussions etc

* CWMA-Cooperative Weed Management Area, EDRR – Early Detection, Rapid Response, IPM- Integrated Pest Management, NAISMA- North American Invasive Species Management Association, ODA-Oregon Dept of Agriculture, OISC – Oregon Invasive Species Council, ODFW – Oregon Dept of Fish and Wildlife, PNW-IPC (PNW Invasive Plant Council), PSU – Portland State University, SI-Sauvie Island, UMASS – Univ of Massachusetts

Scott Gall
July/August Staff Report

Task	Explanation
Diversity, Equity & Inclusion (DEI)	<p>A committee meeting held on July 22nd at which we discussed the process for recruitment of associate board directors as well as more LRBP evolving success criteria for the organizational health and conservation core teams. The committee also elected to hold a meeting in August (usually they are every other month).</p> <p>Additionally, mostly in response to staff feedback, we are now setting aside a time outside of the committee meeting for staff to have more general discussions on all things DEI. Held 1-2 times per month during regular business hours, these are meant to be fairly open ended and allow staff space to discuss any and all things related to the topic, current events, trainings and really just things on people's minds.</p>
Long-Range Business Plan	Participated in several Conservation Scope related meetings and reviews as well as work during the DEI committee meeting.
Small Acreage Farms and new landowner contacts SP Goals 1-5	While note a new landowner, I met with a woman on Sauvie Island that is working several groups, including Black Food Sovereignty, Canoe Herbalists, and a migrant farm workers group. While nothing specific or actionable came out of the meeting, we are hoping to find ways to expand the work she is doing with the technical expertise and resources of the District. Stay tuned.
Site Visits (4) SP Goals 1-5	All to Dairy Creek.
Sturgeon Lake Restoration SP Goal 1 & 3	<p>Revegetation Work: Summer spray and mowing in early July. Everything is looking fine, though the false indigo bush is finally starting to make its presence felt after a successful treatment back in 2018. We will retreat this fall.</p> <p>Easements – We closed on not one but TWO more easements since the early June. Even more exciting, we are within reach of closing on the fourth and final easement on private land by mid-August. As of August 3rd, things look to be going smoothly with no anticipated hold ups.</p> <p>Irrigation – The irrigation project is almost done! Take two. Though we would have had this finished up by now, but PGE threw us a last minute curveball. Thanks to Michele Levis for helping sort it out.</p> <p>Invasives Survey: Thanks to the EDRR team (Ari, Michelle, and intern Hanna) we completed a limited survey of the lake sure using an aerial drone. This year we were less concerned about a comprehensive survey and instead were interested to see if the drone could replace, augment, or was not helpful in assisting a more labor intensive ground survey. I think we all left feeling that it was great way to amplifying the “boots on the ground” (or in this case kayaks in the water). Most of what was surveyed was groundtruthed and we found only one new population of false indigo bush – which was initially spotted by the drone team. Overall we considered a huge success and look forward to refining our approach for the survey as a whole in the future. Below are some photos!</p>

Task	Explanation
  	
<p>Top left: the “Drone Team” – Michelle flying, Ari watching the video and myself keeping a visual on the drone. Top Right” Sturgeon Lake with Oak Island in the middle and Mt. St Helens in the distance Bottom: Hanna as the “ground” truthing lead.</p>	
<p>ODA Grant SP Goals 1, 2, 4, 5 & 6</p>	<p>Summited my report back on July 15th.</p>
<p>Off-Channel Salmon Habitat and McCarthy Creek WRE</p>	

Acronyms:

- BPA – Bonneville Power Administration
- CREST – Columbia River Estuary Study Taskforce
- ODA – Oregon Department of agriculture
- ODFW – Oregon Department of Fish and Wildlife
- OWEB – Oregon Watershed Enhancement Board
- NRCS – USDA Nature Resources Conservation Service

Kammy Kern-Korot, WMSWCD Senior Conservationist
Staff Report for June 12 – August 6, 2020

Activity Type	Tasks and Descriptions
<p><i>Healthy Streams (HSP) / Rural Conservation (Goals 1-4: water quality, erosion, habitat, working lands)</i></p>	<ul style="list-style-type: none"> • Ongoing planning & program management, including contractor & landowner coordination, fiscal oversight for Healthy Streams Program (HSP) and Special Habitat (SH) sites. Supervised interns to organize/cull multiple years of project files & records. Review & approve invoices, herbicide records, photo documentation. Review spring monitoring results and plan fall monitoring; assess maintenance needs. • Directed & completed spring maintenance work at 4 priority sites, as well as additional maintenance and knotweed control and documentation at our lower McCarthy Creek site. Coordinated the latter internally with EDRR staff. • Did second site visit w/ Abbey Cr. landowner interested in riparian restoration & tax incentives; prepared map, did research, calculated potential tax savings; included and oriented intern to help w/cons. planning and related mapping.
<p><i>Special (Rural) Habitats (SH): Goal 3, etc. + Working Lands: Goal 4; Grants</i></p>	<ul style="list-style-type: none"> • Ongoing management of NRCS wetland reserve easement (WRE) site restoration activity; did annual site-check on 7/29 with NRCS and US Fish & Wildlife Service. Directed completion of spring weed control by vegetation management contractor; summer maintenance will occur in August. Conducted spring vegetation monitoring at the site and synthesized and shared results, including seeding success, with partners. • Reviewed related copy of lower Columbia River wetland restoration book by P. Welle • Assisted with field testing of drone over water for weed surveying at Sturgeon Lake • Provided ongoing technical assistance to landowner re: weed control, etc. & implementation planning for remaining conservation practices at Oak savanna “CIS” habitat project in the upper Abbey Creek watershed. Prepared & submitted native grass seed order; researched and consulted re: the latter, as well as for desired forb/wildflower mixes. Both forbs and native grasses will be fall sowed. • Misc. technical assistance: reviewed OSU Plant Clinic pathology results for board member’s ailing native Indian plum -- no disease found; advised a farmer re: potential weed; researched, for a partner, viability of summer planting of live stake cuttings; reviewed a tree removal permit in an oak zone
<p><i>Outreach & Education; partnerships, collaborative grants (Goals 1-6)</i></p>	<ul style="list-style-type: none"> • Did final review of Living on the Water, version 2, which is now officially published! See: https://wmswcd.org/projects/living-on-the-water/ • Coordinated with SBWC re: partnership work plans for the new fiscal year; • Facilitated 2 meetings w/SBWC and follow up re: outreach to the moorage community and a potential on-water training re: riparian and aquatic invasive weeds/species; updated and shared moorage contacts in district database, etc. • Planned reconnaissance field survey of weeds on Multnomah.Channel • Attended Oak Prairie Workgroup habitat prioritization mapping meeting; agreed to participate in committee looking at conversion of oak stands to agricultural use • Began planning for district annual report; proposed awardees and project features • Worked with communications staff to re-design project signage for trail at Sauvie Island Stables Healthy Streams site
<p><i>Admin. / training (Goal 6: Maintain a vibrant agency)</i></p>	<ul style="list-style-type: none"> • Organized & led 2 meetings on Zoom for technical staff; participated in 4 Leadership team meetings, & 2 all-staff meeting. Some time devoted to LRBP issues and input. • Continued to review and provide input on long-range business/strategic plan and management/policy/covid-19 issues. • Did monthly report, preparation and review of timesheets, misc. admin, time-keeping; worked with contractors and admin. staff to close out fiscal year, including 6 mo. fiscal report to NRCS for WRE wetland project. • Prepared for meeting & completed performance review w/Board chair. • Continued to spend additional time adapting to Covid 19 remote work conditions, e.g. computer issues, remote meetings, new communications systems; set up new laptop • Participated in one Organizational Health team meeting for LRBP

Activity Type	Tasks and Descriptions
	<ul style="list-style-type: none"> • Organized & participated in GIS session with interns re: conservation plan mapping; planned intern projects • Participated in plant ID training in the field with fellow staff and partners • Attended M. Ahr, L. Taylor remote Tree School presentation on understory seeding • Took flex and vacation time late June; 2 holidays (July 4 and Juneteenth)
<i>NRCS project match; DEI</i>	<ul style="list-style-type: none"> • Enyart WRE: ~24 hours (1 day monitoring, 7/29 visit; contractor, fiscal, tech. coord..) • DEI: Participated in trainings on both micro-aggression and gender (4 hours each); did prep. and follow-up learning and discussion. Reviewed DEI committee progress & scheduled discussion at tech. staff mtg. Spent time on Juneteenth learning about white supremacy and racism in the U.S.

Strategic Plan Goals:

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|---|--|------------------------------|
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| 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]	HOA: Home Owner Association
HSP: Healthy Streams Program	
LRBP: Long Range Business Plan	ODA: Oregon Department of Agriculture
NRCS: Natural Resource Conservation Service	
PSU: Portland State University	SIDIC: Sauvie Island Drainage Improvement Company
SBWC: Scappoose Bay Watershed Council	TSWCD: Tualatin Soil & Water Conservation District
THPRD: Tualatin Hills Parks & Recreation District	WRE: Wetland Reserve Easement
USGS: United States Geological Survey	

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

Fiscal & Admin Annual Work Plan items relevant to this month	Status This Month
Manage Accounting and Finances to maximize efficiency and effectiveness	<p>Completed monthly processing and reporting of A/P, A/R, Time sheets, Payroll, PERS, credit cards, banking, taxes, insurance. Vendor coordination and follow-ups. Monthly Financial Statements and reconciliations.</p> <p>Coordinating and completing fiscal year-end tasks and preparing for annual audit.</p> <p>Updated all systems (QuickBooks, ADP, timesheets, etc.) with fiscal year budgets, compensation, deductions, accruals, etc.</p>
Manage Human Resources and Benefits, ensuring District in compliance with all labor laws and regulations regarding personnel files, employee handbook, benefits, retirement plans, recruiting, hiring, onboarding, termination	<p>Coordinated and completed employee insurance renewals, addressed staff questions, facilitated submission of enrollment forms, etc.</p> <p>Monitoring and updating staff on reopening office status and county guidelines; modifying COVID Safety Policy as needed to respond to changing conditions.</p> <p>Working with all staff to incorporate tracking time by project using apps or excel worksheets.</p> <p>Administering Families First Coronavirus Response Act leave, including payroll processing, and modifications to time reporting; addressing staff questions as staff begin to use family leave for managing school-age children at home.</p> <p>Finalized plans and contracts for two upcoming trainings for board and staff on 1) Microaggressions and 2) Deepening our Understanding of Gender (DEI focus).</p> <p>Worked with all staff on proposal to adopt Juneteenth as a District holiday.</p> <p>Completed all fiscal year-end performance evaluations and professional development plans for supervised employees and met with each to plan for coming year.</p> <p>Received Performance Evaluation from Board Chair.</p>
Manage development and filing of District Budget, ensuring that all local, state and federal standards and laws met; staff, board and public participate	<p>Budget Hearing held on 6/16; presentation, discussion and adoption.</p> <p>Met all legal requirements regarding public notice, publishing budget details, submission of adopted budget and LB-50 forms to applicable counties and TSCC.</p> <p>Reviewing and monitoring budget results for FY20 in June and FY21 in July, coordinating expected spending with all program managers. Coordinating payments to partners and evaluating impact on cash flow; reconsidering payments to one partner undergoing audit.</p>
Support Board of Directors as needed (minutes, public meeting announcements, board package, updated or new board policies) ensuring compliance with all public meeting laws and relevant Oregon Revised Statutes	<p>Prepared all meeting materials for monthly meeting, coordinating with all relevant staff and board members (agenda, Treasurer's Report, consolidated staff and DEI reports, resolutions and policies as applicable, etc.).</p> <p>Preparing materials for Associate Director recruitment in consultation with DEI committee and past and current Associate Directors.</p>
Manage grant administration and reporting	<p>Reported on all accounting and tracking for regular grant submissions (ODA TALMA, NRCS Wetland Reserve Easements, NRCS Conservation Innovation Grant reporting for Understory Seeding project, OSWB and OWEB small grants reporting).</p>
Manage Office and General Administrative area (office equipment, vehicles, systems, files, reception duties, mail distribution, admin, scheduling, etc.) to ensure all areas related to office functioning optimally	<p>Continuing to coordinate staff needs (technology, communications, systems and processes, etc.) to ensure effectiveness and efficiency while remote working (due to COVID 19 office closure).</p> <p>Coordinating and updating filing systems for new fiscal year.</p> <p>Continuing coordinating postal mail pickup and distribution.</p>
Support Communications and Outreach efforts	<p>Contributed to and proofed quarterly District newsletter.</p> <p>Exploring new website designers, site hosting, etc.</p>
Participate in relevant District meetings (Staff, DEI, Safety, Leadership, Annual)	<p>Planned and participated in all Staff Meeting (including safety committee meetings), Leadership Team meetings, Board Chair check-ins, DEI Committee (7/22), and relevant tech staff meetings virtually.</p>
Participate in other external meetings and events (WHA Insurance Agents, SDAO, Property Manager, Cogent IT, ADP, GFOA, TSCC FOG, TCWC, Legal, etc.)	<p>Consulted with WHA health insurance agent to review implicit tax effect of domestic partner coverage.</p> <p>Consulting with Cogent IT to equip staff with needed technology to work from home.</p> <p>Coordinating with attorney on Sturgeon Lake matters and ensuring continuing progress, specifically for closing on permanent easements (closed with landowner #2 on 6/4, #3 on 7/23, #4 planned for early August) and completing irrigation related work.</p>
Training / Workshops / Conferences (SDAO, OACD, CONNECT, Prof. Org)	<p>Attending as able monthly SDAO safety webinars first Thursday of every month.</p> <p>GFOA Annual Conference attended virtually – part 2 in June.</p> <p>Micro-aggression training with CPB on 7/24 and training debrief with staff on 7/28 (DEI related)</p>
Long-Range Business Plan Update and Transition Management	<p>Participating in ongoing LRBP meetings.</p> <p>Coordinate and Lead LRBP Organizational Health Planning team meetings (6/9 and 7/9) and Financial Sustainability Planning team meetings (incorporated into budget work);</p>

Mary Logalbo, Interim Co-District Manager; Urban Conservationist
June & July 2020 Highlights (for August Meeting)

Task	Explanation
<p>Interim Co-District Manager (G1 – 6)</p>	<p>Worked with the leadership team to update office mask wearing and shared spaces expectations for anyone that needs to visit the office in the District’s COVID-19 Safety Policy.</p> <p>Completed performance evaluations for all staff I supervise.</p> <p>Coordinated and facilitated monthly staff meetings and weekly leadership meetings with input from all.</p> <p>Provided staff guidance and led a discussion on workplan task tracking. Tried and reported out on phone apps to help with the task.</p> <p>Participated in a COVID-19 contractors coordination meeting with TSWCD, CCSWCD, CWS and BES staff to discuss what one another are doing to help support safety measures with contractors.</p> <p>Worked with Michele and tech staff to reach out to partners receiving funding to assess if partners will be able to wait until December to receive their awards to help address potential cash flow timing issues due to the unknown economic impacts that the COVID-19 pandemic will have on our incoming property tax revenue. Thankfully the majority of our partners were fine with us making payments in December!</p> <p>Participated in weekly check-ins with Michele and Terri.</p> <p>Participated in a TCWC Board Meeting.</p>
<p>Urban Conservation (G1- 3, 5, 6)</p>	<p>Provided technical assistance to residents & partners on the following topics: soil & water quality monitoring resources to understand ramifications of chemical weapons use downtown, funding assistance, invasive species, and easements.</p> <div data-bbox="435 1310 818 1619" data-label="Image"> </div> <p>Processed multiple Urban Demonstration Project funding requests and annual reports – all projects included invasive plant removal, native plant establishment and various levels of education and/or volunteer engagement. A great shot of a Coopers Hawk was taken by a neighbor of the SW 25th Demo Project (pictured left). This community-led project now includes a wildlife camera so residents can better track who’s using the habitat they’ve restored.</p> <p>Finalized and fully executed a contract and scope of work with Samara Group for WWRP coordinator work this fiscal year.</p> <p>Participated in TCWC stewardship committee meeting.</p> <p>Attended a Stormwater Stars end-of-year presentation given by Watershed</p>

	<p>Resource Center staff and was again blown away at how an already stellar program continued to improve!</p> <p>Coordinated with Forest Park Conservancy staff for how to proceed with remaining Canopy Weed resources given a poor survey return rate from past participants.</p> <p>SWNI is undergoing a forensic audit and that City of Portland Commissioners have decided to exclude SWNI from City funding until SWNI is able to provide requested financial documents after complaints about transparency have surfaced. SWNI is a longtime partner and I deeply value all that we've been able to accomplish together, but I've let SWNI know we are not able to move forward in signing and/or implementing this year's Memorandum of Understanding (MOU) for partner funding while these issues with SWNI's governance and/or finances are looming. I plan to move forward in exploring other options that would allow Erik & Lorena to continue to deliver Watershed Resource Center programming including, of course, our partnership program, Stormwater Stars.</p>
<p>Grants (G1 – 6)</p>	<p>Received word that our NACD TA grant for \$35,000 has been awarded! This will largely be reimbursing us for Michael's time, but other conservationists may also engage in this grant to a lesser degree. This funding will allow us to explore and offer the Conservation Stewardship Program (CSP) to woodland owners in our District. CSP is a voluntary conservation program that encourage producers to address resource concerns in a comprehensive manner by:</p> <ul style="list-style-type: none"> -Undertaking additional conservation activities; and -Improving, maintaining, and managing existing conservation activities. <p>Received word our final report and reimbursement requests for the Marshal Park OWEB Small Grant have been approved!</p>
<p>Diversity, Equity & Inclusion (G1-6)</p>	<p>Worked with Randi & others to invite WMSWCD partners to join us in for a microaggression training. Participated in the training & follow-up staff debrief on the same.</p> <p>Participated in the DEI Committee Meeting.</p> <p>Worked with Randi to review and craft a responsive plan to staff's Deepening our Understanding of Gender prepatory survey results.</p> <p>Continued to work with Cole on a school demographic mapping project to help inform the LRBP as well as other DEI efforts.</p> <p>Worked with Randi, Terri and others to propose a Juneteenth holiday observation resolution for Board consideration. Participated in a voluntary Juneteenth and current events discussion with other staff.</p> <p><i>*Work in LRBP w/ CELs & Equity Lens responds to DEI workplan.</i></p>
<p>Other</p>	<p>Managing Long Range Business Plan (LRBP), see LRBP Report for progress.</p>

	Attended a free training on 4 Secrets to Leading Productive and Thriving Teams. Worked with Michele, Terri & Renee to submit WMSWCD eNewsletter articles .
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Renee Magyar, Communications & Outreach Manager

Report covers months of June + July 2020

Area & Goal	Explanation
Social media All GOALS	<ul style="list-style-type: none"> • Promoted partner online events, posts, + products: Tree School online, PPR Bee Kits, BES humor video on weed removal, USFS Research Station article on tree shade for rivers, CCC outdoor learning kits for kids, East Multnomah activity book • Posted/shared on Black Lives Matter, making the outdoors more inclusive, mimic species, beetle species, elk interacting with monitoring markers, Juneteenth, National Pollinator Week, Dairy Creek, promotion of Michael and Laura’s presentation for Tree School, shared, trillium in seed • Discussed social media archiving issue with partner SWCDs • Tracking stats of followers: Facebook 1216, Instagram 362, Twitter 537
Media Relations All GOALS	<ul style="list-style-type: none"> • Distributed June board meeting announcement to Media • Provided reptile article to Skyline Ridge Runner
Website Management All GOALS	<ul style="list-style-type: none"> • Corrected video link error • Began discontinuation of service with current web support provider • Updated website content: approved budget, Living on the Water, staff member bio+ pic, board meeting docs
Communications All GOALS	<ul style="list-style-type: none"> • Produced Summer newsletter, published June 25 • Imported new newsletter subscribers from LRBP surveys • Filled Meadowsclaping Handbook orders • Finalized update to Living on Water guide • Initial design drafts for updated sign for Sauvie Island Stables restoration • Provided communications perspective for SBNA loan discussion re: WMSWCD role • Fielded and coordinated responses to info@ inquiries • Created annual task calendar to capture annual project needs • All-Staff, Tech Staff, and Leadership Team meetings, timesheets, and staff report
Outreach/Events ALL GOALS	<ul style="list-style-type: none"> • Promoted Michael and Laura’s online Tree School presentation • Provided materials for Luckiamute Watershed Council distribution to Mult. Co. residents • Participated in OCEAN annual meeting to research a virtual annual meeting
Diversity, Equity and Inclusion All GOALS	<ul style="list-style-type: none"> • Research and reflection on Black Lives Matter movement and Juneteenth • Wrote initial social media post response to BLM movement with input from Leadership Team and DEI committee, and with positive response from partner SWCD looking to grow their own DEI efforts; participated in Board meeting on the topic • Kicked off initiative to promote the work of BIPOC conservationists/ scientists: interview with bee scientist grad student • Shared Facebook post on making the outdoors more inclusive
Other	<ul style="list-style-type: none"> • LRBP: participation on Conservation Scope team; editing questions for Org Health team • Participation in development and document editing for COVID policies • Participate in performance evaluation with Michele Levis

Laura Taylor, Conservationist and Education Coordinator

August 2020 Board Meeting Staff Report (Covers June & July Highlights)

Task	Explanation
Forestry/Rural Program Support (Goals 1 – 4)	<ul style="list-style-type: none"> • Collected Understory Seeding data at three properties. • Trained and supervised our interns in data cleaning of Understory Seeding data. • Did final preparation of Understory Seeding data, sent to our contracted statistician, and provided clarifications and answers to questions during data analysis. • Collaborated with Michael to provide a Tree School Online presentation on “Managing for Beneficial Forest Understory” • Monitored 11 forestry projects using the Unified Monitoring Protocol (UMP). • Trained and supervised interns in the synthesis of UMP data.
Healthy Streams (HS) / Healthy Habitats (HH) Program Support (Goals 1 – 4)	<ul style="list-style-type: none"> • Monitored five HSP projects using the Unified Monitoring Protocol. • Quality-checked contractor work at projects treated for weeds and checked for future maintenance needs.
Education/Outreach (Goals 1-3, 5)	<ul style="list-style-type: none"> • Corresponded with School Garden Program participants. • Reviewed and approved School & Community Garden Project and Education Partner Funding Recipients reimbursement requests and final reports. • Education Program administration for the 2020-21 fiscal year turnover. • Gave an informational interview for a college student interested in the conservation field.
Internship Supervisor (Goals 5 & 6)	<ul style="list-style-type: none"> • Regularly checked in with interns on how they were doing, work scheduling, and any needs they had. • Coordinated with staff on scheduling interns for different work assignments. • Coordinated with District and Forest Park Conservancy staff and interns on Green Jobs intern work assignments and work accessibility needs. • Reviewed and approved time sheets and reimbursement forms.
District Support, Meetings and Training (Goals 5 & 6)	<ul style="list-style-type: none"> • Planned and delivered a plant identification training for local SWCD and NRCS staff. • Participated in a Conservation Scope team meeting for the Long Range Business Plan (LRBP) Update. • Attended WMSWCD staff & tech staff meetings. • Contributed content for social media posts.
NRCS Grant Contrib.	<ul style="list-style-type: none"> • CIG Grant - Understory Seeding Study: LT: field work (27 hrs), office work (23) = 50 hrs total; Interns: field work (26 hrs), office work (60) = 86 hrs total.
Diversity, Equity & Inclusion	<ul style="list-style-type: none"> • Participated in a DEI Committee meeting. • Awarded Education Partner Funding to two partners who focus on delivering inclusive educational programming to diverse and underserved student populations.

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