

District Manager's Report to WMSWCD Board for the March 2021 Meeting (Covers February 2021 Activity)

Goal 1: Erosion & Healthy Soil & Goal 5: Cultivating Stewards – No Activity	
Goal 2: Water Quality	<ul style="list-style-type: none"> Meet & greet w/ Cheryl Hummon, Regional Water Quality Specialist with the Oregon Department of Agriculture (w/ S. Gall, 2/18). Courtesy thank you call to outgoing specialist, Brenda Sanchez (2/17).
Goal 3: Habitat & Biodiversity	<ul style="list-style-type: none"> Oak Prairie Working Group Oak Prioritization Subcommittee Meeting (w/ K. Kern-Korot) (2/8). Mtg w/ Oregon Dept of Fish and Wildlife North Willamette Watershed District (J. Boechler) & Salem staff (D. Palmeri, J. Germond, J. Vaughan) re: fully functional wildlife tax deferral programs (2/8). Lower Willamette River SWCD mtg on fully functional ODFW habitat tax deferral programs (2/22). Contributed to messaging document about the need for setting up a pilot demonstration program.
Goal 4: Working Lands	<ul style="list-style-type: none"> K. Kovalik (Trust for Public Lands) mtg re: possible industrial forestland purchase (w/ M. Ahr) (2/11) Review and comment of M. Ahr's \$40,000 grant proposal to the <i>National Association of Conservation Districts Technical Assistance Grant Priority Funding</i> request which will support 3 positions. Rural lands coordination meeting with East Multnomah SWCD & the U.S. Department of Agriculture, Natural Resources Conservation Service. Prep for 3/2 virtual Local Work Group Meeting (2/16, 2/23). Greater Forest Park Conservation Initiative subgroup meeting on partnership impact reporting (2/18).
Goal 6: Vibrant Agency	<ul style="list-style-type: none"> All Staff Mtg (2/1), Tech Staff Mtg (2/8, 2/22), Leadership Team Mtg (2/8, 2/22) Invoice approvals (2/8, 2/22); Timesheet approvals (2/9, 2/23); contract, grant application, report sign-offs (1) District Manager's message for winter 2021 newsletter. Tyron Creek Watershed Council Mtg (2/8). Applying veteran's preference points to the Field & Field GIS Intern interview and selection process. Completion of Oregon Occupational Safety and Health Administration on-line trainings: Safety Committees and Meetings, Accident Investigations, and Hazard Identification and Control. Prep for, participation in and review of draft minutes for February 16th WMSWCD Board meeting. Review of Budget Committee Citizen Member Interest Forms (w/ M. Levis) (2/10). Office Lease Renewal/Office Relocation Team Mtg (w/ M. Ahr, R. Razalenti) (2/10). Oregon Watershed Enhancement Board Monitoring Grant Application training (2/16). Mtg w/ Katja Altpeter-Jones & Meredith Goddard, Lewis and Clark College, regarding a summer Sustainability Intern position centered on communications & finance (w/ M. Levis, R. Magyar) (2/17). Pay scale ranges (merit step increases) for the Controller & Administrative Manager, Communications and Outreach Manager and Seasonal Conservation Technician positions. Check in with A. DeMarco re: hosting Forest Park Conservancy's Green Jobs Program interns (2/24). Business Continuity Plan (aka disaster preparedness plan) work session (w/ R. Magyar) (2/24). Fiscal Year 2021-22 annual work plan review for the Conservationist and Education Coordinator, Urban Conservationist, Forest Conservationist, Rural Conservationist and administrative positions.
Long Range Business Plan (LRBP)	<ul style="list-style-type: none"> Email correspondence w/ staff sharing thoughts on including a land acknowledgement in the LRBP. Long Range Business Plan Core Team meeting (2/11); Check in mtg w/ M. Logalbo regarding performance measures, geographic emphasis areas and final plan review (2/26).
Legislative	<ul style="list-style-type: none"> Briefing (w/ Jason Faucera, Clackamas SWCD) to the Oregon Association of Conservation District's Advocacy Committee: strategy for bringing back fully functional wildlife tax deferral programs (2/12). Research about Oregon legislative bills designed to eliminate the Oregon Forest Resources Institute either by direct action (HB 2357) or eliminating the Forest Products Harvest Tax (HB 2379). Drafted talking points and testimony for the OACD Advocacy Committee; presented to the Committee (2/26). House Agriculture and Natural Resources Committee hearings on timber tax law and proposed harvest and severance tax bills (2/18, 2/23, 2/25). Verbal report to the OACD Advocacy Committee (2/19).
Diversity, Equity and Inclusion	<ul style="list-style-type: none"> <i>Practicing Biocultural Restoration</i> webinar w/ Dr. Robin Wall Kimmerer as keynote. Gabe Sheoships (Friends of Tryon Creek) was part of the speaker panel. Hosted by River Restoration Northwest (2/1). Reading about antiracism on the Smithsonian's National Museum of African American History & Culture's "Talking About Race" website (assigned by Tryon Creek Watershed Council Board). Diversity Equity and Inclusion Committee Meeting (2/8). <i>Just Plain Language NW</i> virtual discussion on the decolonizing the invasive species narrative (2/26).
Professional Development	<ul style="list-style-type: none"> Amphibian Identification Webinar (w/ Char Corkran) (hosted by Clark Conservation District) (2/8) Oregon Dept. of Agriculture SWCD trainings (Executive Sessions (2/19); Employee Coaching (2/26)).

Michael Ahr, Forest Conservationist
February Staff Report

Task	Explanation
Forestry Program (SP Goals 1-4)	<ul style="list-style-type: none"> We received a grant in the summer for \$35,000 from the National Association of Conservation Districts to fund our work on NRCS programs. It's been going well, and this month we submitted a request for \$40,000 for next year to do similar work. Laura Taylor and I met to discuss monitoring work on forestry projects 3 site visits including a new woodland owner on Skyline Plants were installed on 6 projects (6,250 native trees and shrubs) Continue communicating with Trust for Public Lands about acquisition of Weyerhaeuser lands in north part of District
Partner Meetings (SP Goals 3, 4 & 6)	<ul style="list-style-type: none"> Attended meeting with partners on Understory Seeding Increase Project
Education/Outreach/ training (SP Goal 4 & 6)	<ul style="list-style-type: none"> Laura Taylor and I presented about understory seeding at the Washington County Small Woodlands Association
Miscellaneous	<ul style="list-style-type: none"> Scored applications from intern prospects to help choose a few for interviews Completed a draft of an office survey that will be sent out in March. It related to what is working in the office, and what is not as related to whether it's a good office for us or should a new location be considered. This is triggered by a September 2021 deadline to let Montgomery Park know if we think we'd like to stay beyond Sept. 2022 when our lease officially ends.
Diversity, Equity, and Inclusion (goal 6)	<ul style="list-style-type: none"> Nothing major to report, however it's a constant discussion point when we talk about the Long Range Business Plan

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

Scott Gall March Staff Report

Task	Explanation
Diversity, Equity & Inclusion (DEI)	At the February 9 th meeting we will be discussed the next DEI work plan as well as employee performance measures for required DEI work. Next meeting is Tuesday April 13th, from 1-3 PM.
Small Acreage Farms and new landowner contacts SP Goals 1-5	Altering a draft plan for a farm on Sauvie who are looking to do soil regenerative grazing on about 3 acres. Basically using goats to eat cover crop and build soil health. Also meeting with a new farmer that is on the Howell Territorial Park on Sauvie. They are the 2 nd tenant farmer on that park – the other being Sauvie Island Growers (formerly Sauvie Island Organics). On March 2 nd we worked with NRCS, EMSWCD and Clackamas SWCD to hold the annual Local Work Group meeting. This meeting occurs every year to give NRCS feedback on identified resource concerns that farmers, forestland owners, and other producers are seeing and would like to see cost share funding to address them provided through Farm Bill programs. While few larger acreage landowners showed up, we did have great representation from small acreage farmers and several minority owned. I even got to connect with a farmer working with the Black Food Sovereignty Coalition referenced above!
Site Visits (0) SP Goals 1-5	One to a 50+ acre parcel on Sauvie Island interested in wetland restoration.
Sturgeon Lake Restoration SP Goal 1 & 3	Revegetation Work: nothing new to report. Spring maintenance is right around the corner however. Monitoring – also not much going on. As of March 9 th , we did not have any new hits at our fish monitor on Dairy Creek.
ODA Grant SP Goals 1, 2, 4, 5 & 6	Met with our new Water Quality Specialist, Cheryl Hummon. Brenda Sanchez, our former ODA rep, is still with ODA and in the water quality section, but is now focusing more on the compliance side of things and specifically their Strategic Implementation Areas. This is actually Cheryl's 2 nd stint as our WQ specialist. She spent just a couple of years as our rep, several years ago before shifting to become the water quality monitoring specialist for the section. Budget issues at the state have forced ODA to cut positions and spread the workload. Luckily no layoffs, just unfilled positions so far.
Off-Channel Salmon Habitat	Not much new here. CREST submitted permits for work on the Burlington/Polansky Bottoms site to remove a large water control structure as well replace two culverts with railroad car bridges. Project is set to start summer of 2021. We are assisting with Technical assistance and landowner outreach.
Soil Health	Now working with two new farms on soil health. Both are only farming a couple of acres by have direct ties to communities of color and involved communities working together to grow and harvest.
OWEB Small Grant Team	Next funds would be available next fall, but there is plenty of doubt with the next state budget and the lottery funds that are used to fund this program.

Acronyms:

- 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 February 12 - March 11, 2021

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 program management, including contractor & fiscal oversight and staff coordination for Healthy Streams Program (HSP) and Special Habitat (SH) sites. • Coordinated and completed (re-/inter-)planting of 10,000 new bare-root shrubs and small trees at 5 Healthy Stream sites, 2 on Sauvie Island (Gilbert R.) and 3 contiguous sites on Lower McCarthy, thanks to a grant secured by one our contractors. • Did site visits to: 1) check on planting and site conditions at the 2 above Gilbert River canal sites, and 2) assess erosion control and understory planting and/or seeding needs at our 3 contiguous HSP sites along the Gilbert, per landowner request. • Did site visit w/new McCarthy Cr. landowner & consultants re: HSP interest. We're excited to fill this gap in our now, nearly contiguous riparian habitat along middle McCarthy Creek & begin planning; initial weed control is underway by the landowner. • Visited Sauvie Island marina site interested in enhancing habitat, including restoring native vegetation to the steep Multnomah Channel banks • Misc. tech. assistance re: oak habitat funding, manure management, etc.
<p><i>Special (Rural) Habitats (SH): Goal 3, etc. + Working Lands: Goal 4; Grants</i></p>	<ul style="list-style-type: none"> • Ongoing planning, management and technical assistance for NRCS wetland reserve easement (WRE) site. Finalized seed mixes for large scale restoration work to happen this summer; did research and coordination with partners. • Visited new ~1/3 ac. landslide to assess damage & needed response in Oak savanna "CIS" and OWEB-funded habitat project in the upper Abbey Creek watershed. Provided technical assistance to landowner re: seeding needs. Did ongoing oversight. • Prepared and submitted two final reports, with metrics and photo and fiscal documentation, and final funds request for related above-noted OWEB grant • Began coordination for implementation of new OWEB grant for Sauvie Island oak, riparian and forest edge habitat improvement project • Continued planning, coordination and NRCS paperwork for new 10 acre Sauvie Island Oak Habitat CIS project. • Track, engage in discussion re: progress mapping oak and connectivity corridors for Oak-Prairie Workgroup
<p><i>Outreach & Education; partnerships, collaborative grants (Goals 1-6)</i></p>	<ul style="list-style-type: none"> • Met with and coordinated with SBWC re: current and new fiscal year partnership agreement work & projects; facilitated mid-year payment and updating documentation. • Did program planning, 3 preparatory meetings & outreach to landowners & partners; led inter-active habitat breakout session of NRCS local work-group on eve .of March 2 • Review relevant WMSWCD project content in Pat Welle's book draft re: Lower Columbia River wetland restoration • Prepared photos & captions for multiple social media posts after field work, planting
<p><i>Admin. / training (Goal 6: Maintain a vibrant agency)</i></p>	<ul style="list-style-type: none"> • Prepared work-plan for 2021-22; reviewed other staff work plans and did joint planning via 2+ meetings, etc.; reviewed the latest LRP/strategic plan to assess where work matches up and conferred internally re: potential gaps and refinements needed. Met with district manager re: strategic direction and work-planning. • Organized & led 2 Technical Staff meetings, including discussion of work-plans and adapting to new LRBP and equity elements; participated in 1 all-staff meeting • Misc. admin. & coordination: did monthly report; prepared & reviewed timesheets and hours, directed seasonal technician, communication re: training, reporting, funding & partnership opportunities, office space, invasive pest monitoring needs, etc. • Attend most of Urban Ecology Research Symposium sessions 3/1-2 • 1 holiday
<p><i>NRCS project match; DEI</i></p>	<p>NRCS WRE project: 8 hours DEI: facilitated tech. staff discussion re: how we integrate equity into conservation programs; participate in revision of intern interview question re: equity; attend DEI-related</p>

Activity Type	Tasks and Descriptions
	UERC sessions; listened to Heather McGee interview (<i>The Sum Of Us: What Racism Costs Everyone & How We Can Prosper Together</i>); Reading <i>Caste</i> , by Isabelle Wilkerson

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:

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| 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 February 2021 activity)**

Fiscal & Admin Annual Work Plan items relevant to this month	Status This Month
Manage Accounting and Finances to maximize efficiency and effectiveness	Completed monthly processing and reporting of A/P, A/R, Time sheets, Payroll, PERS, credit cards, banking, taxes, insurance. System updates. Personnel updates. Vendor coordination and follow-ups. Monthly Financial Statements and reconciliations.
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	Committed to voluntarily continue offering Families First Coronavirus Response Act leave to employees through 3/31/21 and continuing to monitor needs. Scheduled interviews for internship positions, provided questions in advance to interviewees, alerted those that did not make the interview pool, coordinated optional anonymous survey for interviewees Worked with District Manager on revised pay scale ranges / merit step increases for all Staff positions.
Manage development and filing of District Budget, ensuring that all local, state and federal standards and laws met; staff, board and public participate	Completed recruitment of new citizen budget committee members and prepared recommendations for board appointment. Reviewing and monitoring budget results for FY21, coordinating expected spending with all program managers. Evaluating impact of discretionary purchases on cash flow. Incorporating ideas from our Financial Sustainability Team into planned FY22 budget process. Monitoring Sturgeon Lake restoration work and projected inter-transfer needs for ongoing project costs. Working with supervised staff to complete annual work plans for FY22
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	Prepared and/or reviewed all meeting materials for monthly meeting, coordinating with all relevant staff and board members (agenda, Treasurer's Report, consolidated staff and DEI reports, prior month's minutes, resolutions and policies as applicable, etc.).
Manage grant administration and reporting & contracting	Reporting 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, and National Assoc. of Conservation Districts Technical Grant).
Manage Office and General Admin area (office equipment, vehicles, systems, files, reception duties, mail distribution, scheduling, etc.) to ensure all areas related to office functioning optimally and safety considerations are prioritized	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). Continuing coordinating postal mail pickup and distribution, Meadowsclaping Handbook orders & various other general office duties. Continuing COVID-19 safety updates to office at Montgomery Park (when staff need to be in the office) and field vehicles. Participating in ongoing evaluation of office needs and providing input into staff survey questions. Completed research and comparison of Microsoft Teams vs. Slack. Worked with Staff to introduce them to Microsoft Teams. OSHA 300A summary form posted. Continuing to work with Communications & Outreach Manager on updating emergency supplies packets for all staff. Evaluating options for office lease renewal or relocation.
Support Communications and Outreach efforts	Attended Partners in Diversity Say Hey event (2/18).
Plan/Chair/Coordinate/Participate in relevant District meetings (Staff, DEI, Safety, Leadership, Office Team, Annual, LRBP and sub-LRBP)	Providing assistance in organizing/planning and participating in all Staff Meeting (including safety committee meetings), Leadership Team meetings, Board Chair check-ins, DEI Committee (2/9), DEI-focused voluntary discussion for staff, and relevant tech staff (LRBP-focused on 2/8) meetings. Participated in LRBP Core team meetings and Strategic Directions/Goal/Tactics meetings.
Plan/Coordinate/Participate in external meetings and events (WHA Insurance, SDAO, Property Manager, Cogent IT, ADP, GFOA, TSCC, TCWC, Legal, etc.)	Consulting with Cogent IT to further evaluate staff technology needs, use of Microsoft Teams and other considerations as we as we extend length of our work from home arrangements. Met with Lewis and Clark College representatives regarding a summer Business Continuity Plan Intern position (2/17) and working with District Manager and Communications & Outreach Manager to further define role and internship announcement.
Training / Workshops / Conferences (SDAO, OACD, CONNECT, Prof. Org)	Attending as able monthly SDAO safety webinars first Thursday of every month & other management training. Completed OSHA required COVID-19 training.

Mary Logalbo, Urban Conservationist
January 2021 Highlights (for March Meeting)



Task	Explanation
Urban Conservation (G1- 3, 5, 6)	<p>Completed one conservation plan and conducted two site visits. Drafting of new conservation plans for more recent site visits are in progress.</p> <p>Sent out letters and permission form in partnership with Forest Park Conservancy (FPC) and Portland Fire to solicit participants in this year’s canopy weed program and responded to incoming inquiries and forms received for the same.</p> <p>Scheduled the first historic site survey in partnership with FPC’s Green Workforce staff to assess maintenance needs and ideas about how we can support long-term management of a site we’ve invested in.</p> <p>Presented a poster at the Urban Ecology Research Consortium (UERC) focused on the stormwater research I completed through the EMPA PSU program. Held meetings with BES staff to review findings prior to presenting.</p> <p>Worked with Tryon Creek Watershed Council (TCWC) and Lewis & Clark contacts to sort out Watershed Wide Event details (scheduled for Saturday, March 13th, 2021). Watershed wide registration is now live on TCWC’s website: https://tryoncreek.org/watershedwide2021/ This year, due to the need to limit participants and broaden accessibility to those that don’t feel safe participating, we are offering a “volunteer from home” option.</p> <p>Met with Lewis & Clark team of his Environmental Engagement (ENVS 295) students to spur student engagement in the Lewis & Clark natural area restored in partnership with WMSWCD.</p> <p>Provided technical assistance to 3 residents – one concerned about landslides in her neighborhood, another seeking erosion control information and the last seeking information on controlling duckweed in a community pond.</p>
Diversity, Equity & Inclusion (G1-6)	<p>Attended a webinar on Biocultural Restoration featuring Robin Wall Kimmerer and Gabe Sheoships. This event covered the intersection of western science and Indigenous culture with conservation.</p> <p>Participated in a DEI Committee discussion on this coming year’s workplan.</p> <p><i>*Work in LRBP w/ CELs, Advisory Committee & Equity Lens responds to DEI workplan.</i></p>
Other	<p>Managing Long Range Business Plan (LRBP), <i>see LRBP Report for progress.</i></p> <p>Participated in internship interview decision making on a staff team directed by DeMarco. Provided input on internship interview questions.</p> <p>Met with DM Cathcart to review draft annual workplan for fiscal year 2021-22.</p>

Renee Magyar, Communications & Outreach Manager
Report covers month of February 2021

Area & Goal	Explanation
Social media All GOALS	<ul style="list-style-type: none"> • Posted/shared: winter newsletter, partner amphibian event, land stewardship event, Black History Month education on Dr. George Washington Carver, oak management webinar, UERC registration, native plant sales, winter talk on native plants, tree pruning, Nature of Cities festival, Tryon Creek Watershed Council annual report + strategic plan, Watershed Wide event • Resolved ad account issue from unauthorized use • Tracking stats of followers: Facebook 1416, Instagram 511, Twitter 569
Media Relations All GOALS	<ul style="list-style-type: none"> • DEI Committee and Board meeting alerts to media
Website Management All GOALS	<ul style="list-style-type: none"> • Updated/added website content: Fire proof your home; posted board meeting documents; • Research website developers/designers to send RFP for new site update, collected designer recommendations from partners
Communications All GOALS	<ul style="list-style-type: none"> • Winter newsletter production: completed articles and layout in template; published • Filled Meadowsaping orders • Developed Annual Work Plan draft • Field and distribute info@ email inquiries and miscellaneous requests for assistance • All-Staff, Tech Staff, and Leadership Team meetings, timesheets, invoicing, expenses, staff report
Outreach/Events ALL GOALS	<ul style="list-style-type: none"> • Soil School: met with planning team, finalized schedule, coordinated with presenters, fielded requests for email alerts, promoted on Facebook, created email blast announcement • Promote NRCS Local Work Group meeting
Diversity, Equity and Inclusion All GOALS	<ul style="list-style-type: none"> • Attended Biocultural Restoration webinar on Traditional Ecological Knowledge • Attend DEI Committee meeting
Other	<ul style="list-style-type: none"> • Business Continuity Plan: Created list of emergency supplies for disaster preparations, reviewed with Randi for which items it makes sense to buy now; update draft; work session with Jim to build out new framework for the plan • Meet with instructors at Lewis & Clark for potential partnership with their sustainability internship program; developed interest form to submit internship position for Business Continuity Plan development support • Participated in intern hiring – decision making meeting • Begin research into account password storage best practices and options • LRBP: provided edits and participated in updated vision statement; participate in Core Team; • Provided edits and comments on UERC poster submission • Consulted with Stormwater Stars program lead on how to improve their marketing flyer and website; design updates for the flyer

Laura Taylor, Conservationist and Education Coordinator

March 2021 Board Meeting Staff Report (Covers February)

Task	Explanation
Forestry/Rural Program Support (Goals 1 – 4)	<ul style="list-style-type: none"> • Met with Michael to discuss new strategies for monitoring Forestry projects in the future. • Developed and co-presented our findings from our Understory Vegetation Enhancement Project to the Washington County Small Woodlands Association. • Attended a meeting with Understory Seeding Enhancement Project partners.
Healthy Streams (HSP) / Special Habitats (SH) Program Support (Goals 1 – 4)	<ul style="list-style-type: none"> • Developed logistics and plans for a last-minute opportunity to interplant several HSP sites. • Met with Kammy to discuss new strategies for monitoring HSP & SH projects in the future. • Attended a site visit with partners of a large wetland restoration project on and adjacent to McCarthy Creek in order to see site conditions and provide technical assistance and plant species recommendations. • Updated a conservation plan map for a land owner doing oak restoration.
Education/Outreach (Goals 1-3, 5)	<ul style="list-style-type: none"> •  Followed up with ECO regarding their new donated property on Skyline in our district to set up a site visit. • Provided information on contaminated soil gardening precautions to a school impacted by nearby use of tear gas during protests. • Met with education program staff at East Multnomah SWCD to inform new education program development with relation to our Long-Range Business Plan (LRBP) update. • Discussed Partner Funding grant ideas with Education Partners. • Education Program work plan development, budgeting and administration.
District Support, Meetings and Training (Goals 5 & 6)	<ul style="list-style-type: none"> • Internship hiring: Provided Ari with information and support in her new role as Intern Supervisor, reviewed and scored intern applications, made recommendations on top candidates to consider for an interview, reviewed all top candidates, participated in an interviewee decision meeting, served as a member of the interview committee, and met to make final decisions about who to offer the internship positions to. • Provided a job reference for a former intern (who go the job!). • Developed a draft of my annual work plan in the context of the new LRBP, reviewed my work plan with Jim and other staff who I collaborate with on my work, and made adjustments accordingly. • Assisted with outreach of the open Budget Committee positions to our Education Program participants. • Participated in the LRBP Update process. • Drove the Jeep on weeks not in use to maintain battery life. • Attended WMSWCD staff & tech staff meetings.
Diversity, Equity & Inclusion  Also see above	<ul style="list-style-type: none"> • Participated in a DEI Committee Meeting and a voluntary DEI staff discussion. • Attended a short conference on Practicing Biocultural Restoration.

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