

District Manager’s Report to WMSWCD Board for May 2022 Meeting (Covers April 2022 Activity)

Equity & Inclusion	<ul style="list-style-type: none"> • Mtg w/ S. Gall, L. Taylor (Co-Chairs, Diversity Equity and Inclusion Committee) (w/ M. Levis) regarding proposed budget for Diversity, Equity and Inclusion training and growth in FY 2022-23 budget (4/1)
Organizational Health	<ul style="list-style-type: none"> • Mtgs: All Staff (4/4), Tech Staff, Leadership Team; timesheet approvals; invoice approvals; contract, grants, agreements and other sign-offs. • Budget Development Activity: <ul style="list-style-type: none"> ○ Reviewed and updated Section 2 (The Work of the District) of the Budget Message and reviewed grant tables (grants closed, grants to be received (including descriptions)). • Prep for 4/19 WMSWCD Budget Committee and board mtgs (agenda, public notice); monthly check-in w/ Chair Preeg Riggsby (4/7). Attended both meetings. <ul style="list-style-type: none"> ○ Budget Committee - supported Treasurer Miller’s presentation of the budget message detailing the proposed FY 2022-23 budget to the Budget Committee. ○ Board – discussed proposed post COVID-19 work schedule options and shared workspace concept • Prepared draft of Senior Conservationist position description (PD) w/ K. Kern-Korot; New role is effective March 1, 2022. • Requested M. Levis be Acting District Manager effective 4/27/22.
Sharing Conservation Information	<ul style="list-style-type: none"> • Authored District Manager Message for the District’s Spring Quarterly electronic newsletter.
Habitats & Biodiversity	<ul style="list-style-type: none"> • Tracking (w/ Jason Faucera, Clackamas SWCD) possibility of House Environment and Natural Resources Committee informational hearing on the Wildlife Habitat Conservation and Management Program (WHCMP) with Paige Prewitt (Office of Representative Pam Marsh, Committee Chair). The informational hearing would be held as part of Legislative Days – June 1-3, 2022.
Long-Term Success	<ul style="list-style-type: none"> • Developed draft model forest conservation easement template to be proposed for use by the Forest Park Conservancy (and others) to secure long-term conservation of forestland in the Greater Forest Park Ecosystem. Submitted the draft model easement to Fritz Paulus (contract real estate attorney) for review. • Follow-up emails (w/ L. Taylor) with landowner of 60 acre property that donated a permanent conservation easement to the Forest Park Conservancy about more aggressive pre-commercial thinning treatments recommended in the plan. I support the proposed changes – wholly consistent with the conservation values (older forest) that are being conserved under the conservation easement.
Professional Development	<ul style="list-style-type: none"> • Oregon Tree Farm System (OTFS) State Certification Coordinator activity: tracking and updating the tree farm certification database with respect to trained inspectors and completed property certifications; continuing to assign required inspections for 2022 to inspectors statewide. • Chair, Forest Management Committee, Cascade Pacific Council Boy Scouts of America. Reviewed the final draft of the Camp Meriwether/Camp Clark (Tillamook County) for recommendation to the Council to approve the plan.

Michelle Delepine, Invasive Species Program Coordinator
May 2022 Staff Report (April 9th – May 9th 2022)

Task	
<p><u>Early Detection, Rapid Response (EDRR) Program</u></p>	<p><u>Garlic mustard:</u> Completed three contractor-assisted garlic mustard control days, and several staff-led control days at 31 properties. Disposed of 360 pounds of pulled plants. Areas include Skyline/Burnside, Upper Balch Creek, and South Portland. With assistance from Randi, completing acceptance paperwork for \$38,372 funded Oregon State Weed Board grant. Continuing coordination with agency partners and contractors for the upcoming season.</p> <p><u>Ludwigia (water primrose):</u> We received a \$27,433 grant from the ODA Priority Weed Grant program. This grant will have an aquatic weed focus with a goal of finding and controlling Ludwigia in and around Sauvie Island and Sturgeon Lake. Funding would go to partners, direct control and boating equipment.</p> <p><u>Outreach:</u> Received ~dozen responses to our outreach letter sent last month. Assisted Renee and Ari with developing landowner list for annual report mailing.</p>
<p>Integrated Pest Management (IPM) Coordination</p>	<ul style="list-style-type: none"> • Maintained and organized herbicide equipment in storage and for field use. • Applicator license administrative work. • Maintained MSDS binders. • Collected and tracked herbicide treatment data. • Reviewed past IPM trainings and shared notes pertaining to updates to best management practices with staff, partners and community. • Lead on developing & revising best management (BMP) factsheets. • Developing BMPs for adding new herbicides to our toolbox. • Herbicide storage needs for potential new office space. • Provided technical guidance via email & phone to community, residents and others. • Forwarded training opportunities to staff and CWMA members. • Pursued and tracked additional IPM trainings and communications with partners and staff to improve best management practices.
<p>Invasive Partnerships</p>	<p><u>4-County CWMA:</u> Planning August General Meeting. April Committee meeting was canceled.</p> <p><u>Oregon Invasive Species Council (OISC):</u> Tracking and provided feedback for Hub Working Group. New website launched with priority invasive species.</p> <p><u>Tryon Creek Watershed Council:</u> No TCWC updates.</p> <p><u>Western Invasives Network:</u> Forwarded Spring newsletter to tech staff.</p> <p><u>PNW Garlic Mustard Working Group:</u> Disposal has been a hot discussion topic on the listserv. Provided some curation of listserv.</p>
<p>Safety/Covid</p>	<p>Led monthly safety topic: Heat Illness Prevention and Wildfire and Smoke Exposure Prevention policies, updates.</p>
<p>DEI</p>	<p>Using new DEI best practices for speaking and writing about invasive species.</p>
<p>Technical Assistance</p>	<p>Completed two site visits with landowners. Fielded six phone/email requests.</p>
<p>Misc/Admin</p>	<p>Invoice processing; Email Correspondence; Admin paperwork; Scope of Work developing/processing; Invoicing Review; Field Supplies Management & maintenance; Landowner correspondence; Partner coordination; Budget Creation; New Office Space considerations & feedback; Supervisory transition; Other District admin needs</p>

Scott Gall
April Staff Report

Task	Explanation
Diversity, Equity & Inclusion (DEI)	<p>At the April 12th meeting there was an update given on diversity in WMSWCD suppliers and related process; discussions on WMSWCD board DEI trainings and Associates Board Director recruitment process; and updates on the DEI related budget request for fiscal year 22-23 and upcoming staff DEI trainings.</p> <p>Next Meeting is June 14th 10 am to Noon</p>
Farms and new landowner contacts SP Goals 1-5	<p>Finalizing a plan to restoring a total of 14.5 acres on private land on Sauvie in partnership with Ducks Unlimited. The first phase of site prep on approximately half of that should start this spring with planting in ~Feb 2023.</p> <p>Completed a conservation plan for a farm project on three acres on Sauvie Island Road about a mile north of Wapato State Park. Soil health and wildlife exclusion (very heavy deer impacts) practices are slated to go in this spring/summer.</p>
Site Visits SP Goals 1-5	1 for Ducks unlimited project.
Sturgeon Lake Restoration SP Goal 1 & 3	Vegetation Maintenance – Completed in April. Currently receiving bids for a new contract that would carry the project forward for the next three years.
ODA Grant SP Goals 1, 2, 4, 5 & 6	Completed recent report in April.
Off-Channel Salmon Habitat	<p>The first of two wildlife crossing under highway 30 in the Harborton area has reached 90% plans. It would have probably gone in this summer, but County permits are holding it up. The location would allow frogs, other amphibians and small wildlife to pass through a dry culvert about 4 feet in diameter. The pipe will be filled ~1/4 full of gravel and sand so the wildlife are not crossing on cold steel. There will also be several shafts installed to allow light to enter from above – as it is several hundred feet long this makes it more inviting than a long, dark tunnel. The project is a partnership between BPA, CREST, ODFW and ODOT. The primary funding for this will come from BPA made available from credits received while restoring wetland functionality to the Polansky/Burlington Bottoms property. Maintenance will be handled by ODFW. And for those worried about water flooding this crossing, there is adjacent existing culvert lower in elevation that passes storm water under highway 30.</p> <p>As many know, a 2nd pipe is proposed at the site of the Harborton frog shuttle, a mile or so from the one above, and is just entering the feasibility phase and is being helped in part by Oregon Wildlife Foundation. They will be able to lean on the designs and lessons learned in the crossing listed above.</p>
Soil Health	Soil School finished up on Thursday, April 28 th and for the planners, speakers and many attendees it was another great success.
OWEB Small Grant Team	We have a full \$100K and applications can now be submitted. No applications as of yet.

Kammy Kern-Korot, WMSWCD Senior Conservationist
Staff Report for April 18 – May 13, 2022

<p>Equity & Inclusion</p>	<ul style="list-style-type: none"> • Participated in tour of Shwah kuk wetland with Serina Fast Horse & City of Portland staff to learn about indigenous community management of the site • Facilitated release of Education Niche-Finding report to Board and staff • Reviewed & shared DEI-related articles & resources on staff Outlook Teams channel, including Native American-owned native plant nurseries
<p>Organizational Health</p>	<ul style="list-style-type: none"> • Admin/Supervisory: <ul style="list-style-type: none"> ○ Meet w/District manager; carefully review next year’s budget request in preparation for Board & Budget meetings; be available for questions, including re: office move and hybrid work schedules; prepare overview of the latter ○ Review public meeting requirements post-pandemic ○ Plan response to change in status of District Manager position w/Leadership Team; communicate with key partners ○ Revise position descriptions for: Senior Conservationist/Conservation Program Manager, District Manager position, and Field Conservationist (vacant). Share the latter w/ technical staff; begin one-on-one discussions re: priorities for tech. staffing. ○ Plan and lead bi-monthly tech. staff meetings; prepare for hybrid meetings ○ Establish weekly reporting procedure with tech. staff: re: progress, plans, problems ○ Participate in weekly leadership team and monthly all-staff meeting ○ Prepare monthly report(s)/ summary of work activity; prepare & approve timesheets ○ Review Covid policy and public health guidelines; provide guidance to supervisee ○ Misc. administrative tasks: apply to drive OSU motor pool vehicle, access intern calendars, change computer login passwords; coordinate password management, manage photos on Cloud, etc. • <u>Trainings, webinars and learnings:</u> <ul style="list-style-type: none"> ○ Note DEI site tour above ○ Research Migratory Bird Treaty Act and requirements re: potential harm to nest; follow up with technical staff and partner Ducks Unlimited • <u>Vacation and Flex time: 1 day</u>
<p>Sharing Conservation Information Water & Soil Habitats & Biodiversity Working Farms, Forests & Gardens Climate Change Relationships with the Land Long-Term Success</p>	<ul style="list-style-type: none"> • <u>Healthy Streams Program (HSP) and Special Habitat (SH) sites:</u> <ul style="list-style-type: none"> ○ Ongoing program planning & management, including contractor communication, fiscal oversight and technician support; updated scopes of work (SOW) & budgets ○ Directed quality control (QC) and follow up of spring weed control by contractor ○ Oriented, via site visit, 2 new project leads for veg. contractor to 3 Sauvie Is. HSP sites ○ Prepared SOW and directed SBWC & contractor to install wire cages on 200 trees on lower-middle McCarthy Creek to protect from beaver browse • <u>Lower McCarthy Creek Wetland Reserve Easement site:</u> <ul style="list-style-type: none"> ○ Directed QC and followed up on spring weed treatment by vegetation contractor • <u>OWEB-funded Gilbert canal riparian, forest and oak savanna project:</u> <ul style="list-style-type: none"> ○ Ongoing planning for project implementation • <u>Oak CIS Project</u> in upper Abbey Cr. Watershed: <ul style="list-style-type: none"> ○ Coordinate w/landowner, prepare budget for next phase of the project, including thinning work and re-planting • <u>Other Special Habitat Projects (on Sauvie Island):</u> <ul style="list-style-type: none"> ○ 2 days of field inventory at new Sauvie Is. wetland habitat project: assess baseline conditions, best site preparation techniques & species for the site; refine plant list • <u>Additional Technical Assistance:</u> <ul style="list-style-type: none"> ○ ID species & horsetail control options for planting under powerlines at McCarthy Cr.; review native thistles ○ Provide tips for managing plant damage from beavers with Clackamas colleague • <u>Other Sharing of Conservation Info/Education & Outreach:</u> <ul style="list-style-type: none"> ○ Share event info. and articles ○ Provide input on new WMSWCD website; review neighbor district websites ○ Prepare for and serve as back-up host for IPM Soil School session by Weston Miller

	<ul style="list-style-type: none"> • <u>Partnerships:</u> <ul style="list-style-type: none"> ○ Discuss w/ODFW eDNA sampling for chum in Scappoose Bay/Multnomah Channel tributaries; coordinate w/SBWC and Columbia SWCD ○ Coordinate letter of support for Harborton frog crossing technical assistance grant app. • <u>Climate Change:</u> <ul style="list-style-type: none"> ○ Continue to share resources w/intern & others for climate change lens, adaptation ○ Follow up/ TNC research re: riparian reforestation and carbon sequestration ○ <i>Do related reading and pursue and/or attend training related to climate change</i>
Financial Sustainability	<ul style="list-style-type: none"> • Review contractor invoices, supervisee expenses • Finalize funding request by SBWC for FY 22-23 • Update end-of-year spending projections for technical staff • Facilitate execution of new MOA with City of Portland for plant cooler use • Edit guidance for staff re: entering data in herbicide-use-near-water tracking document • Review current NACD technical assistance grant deliverables and application for next year
NRCS project/NACD grant match	NRCS WRE & Oak CIS project hours: 3 + 8 hr. by technician (& intern) to QC spray work, etc.1 on NACD grant itself.

Strategic Directions: 1) Equity & Inclusion, 2) Organizational Health, 3) Financial Sustainability, 4) Sharing Information, 5) Water and Soil, 6) Habitats and Biodiversity, 7) Working Farms, Forests and Gardens, 8) Climate Change, 9) Relationships with the Land, 10) Long-Term Success




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: (Oregon) 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 | NACD: National Association of Conservation Districts |
| IPM: Integrated Pest Management | ODA: Oregon Department of Agriculture |
| NRCS: Natural Resource Conservation Service | OWRD: Oregon Water Resources Department |
| OSHA: Oregon Occupational Safety & Healthy | QC: Quality Control |
| SBWC: Scappoose Bay Watershed Council | SOW: Scope of work |
| SIDIC: Sauvie Island Drainage Improvement Company | THPRD: Tualatin Hills Parks & Recreation District |
| T.A.: Technical Assistance | TNC: The Nature Conservancy |
| TMDL: Total Maximum Daily Load (DEQ pollution allowance) | WRE: Wetland Reserve Easement |
| TSWCD: Tualatin Soil & Water Conservation District | |

**Fiscal & Administration Report (Levis and Razalenti)
Staff Report for Board (covers April 2022 activity)**

Fiscal & Admin Annual Work Plan items relevant to this month	Status This Month
Acting District Manager	Working with District Manager as he prepares for an extended absence, discussing transition and status of various projects in process.
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. Regular invoice and timesheet approvals; Monthly reconciliations and Financial Statements. Transition of data entry and processing to external bookkeeping service completed.
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	Onboarding and orientation of two seasonal GIS and Field Interns Finalized choices for health plan renewals. Working with Staff to ensure office coverage as we transition back to office.
Manage development and submission of District Budget, ensuring that all local, state, and federal standards and laws met; staff, board and public participate	Finalized FY23 Proposed Budget document and power point presentation for Budget Committee meeting, and with District Manager and Senior Conservationist, reviewed all with Board Treasurer. Completed all budget related notices and filings per FY23 budget calendar. Reviewing and monitoring budget versus actual results to date for FY22. Continuing to evaluate performance measures used in budget document, long-range business plan and annual report. Coordinating activity per budget calendars for FY23, meetings to evaluate needs, etc.
Support Board of Directors as needed (minutes, public meeting announcements, board package, 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, OSWB and OWEB small grants reporting, and National Assoc. of Conservation Districts Technical Grant). Reviewing expiring umbrella contracts with conservation vegetation contractors, amendments, etc., and preparing amendment template with input from staff Worked with Forest Conservationist on OWEB grant coordination
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 is prioritized	Working with broker on terms for new office lease. 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; arranged for electronic recycling of broken electronics. Continuing COVID-19 safety updates to office at Montgomery Park (when staff need to be in the office) and field vehicles.
Support Communications and Outreach efforts	Website redesign team meeting to launch project, review schedule and needs. Worked with Communications and Outreach Manager to organize and store materials. Soil School backup host
Plan/Chair/Lead/Coordinate/Participate in relevant District meetings (Staff, DEI, Safety, Leadership, Office Team, Annual)	Organizing/planning and participating in all Staff Meeting (including safety committee meetings), Leadership Team meetings, Board Chair check-ins, DEI Committee, DEI-focused voluntary discussion for staff, and relevant tech staff meetings, office team meeting. Safety: conducted quarterly hazard investigations on vehicles, office, storage DEI: attended and took notes for DEI Committee meeting Training: planned upcoming training on White Supremacy Culture & Tokenism with staff and Capacity Building Partnerships
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 regarding cabling, infrastructure needs, server requirements, etc. related to new office space.
Training / Workshops / Conferences (SDAO, OACD, CONNECT, Prof. Org)	Attending as able monthly SDAO safety webinars first Thursday of every month & other management training.

Mary Logalbo, Urban Conservationist
April 2022 Highlights (for May Meeting)

<p>Urban Conservation</p>	 <p>Continued work with Lewis & Clark environmental engagement students. These students have completed a survey and mapped areas of historically found invasive plant infestations, are helping to install boot brush stations, and advocating for land maintenance follow-up needs they find through their survey work. They've also organized a student debate on invasive species delivered through Healthy Democracy. This month, they presented a beautifully done poster and story map linked to here: http://arcg.is/OauOWO</p>  <p>Participated in a West Willamette Restoration Partnership meeting and worked with chairs to present member survey findings.</p> <p>Tabled at Friends of Tryon Creek SP's Trillium Fest with Renee – many were out to learn about conservation and buy native plants!</p> <p>Conducted 4 site visits and crafting conservation plans for the same. Finalized 2 conservation plans and a planting plan – the planting plan was created mostly by intern Jordan with some guidance/edits from me. Visited a historic site that's made amazing progress using their conservation plan as a guide!</p> <p>Participated in the Tryon Creek Watershed Council's stewardship committee meeting.</p> <p>Executed a new urban demonstration agreement.</p> <p>Met with the Stormwater Stars program coordinator and new ED of NWNW to discuss the future of the program including new innovative ideas to better support participants.</p>
<p>Climate Change</p>	 <p>Worked with Emma to further develop and plan for upcoming climate change presentations to the board, staff and PSU. Helped convene a tech staff discussions to provide input on findings. Continued weekly check-ins. Participated in a check-in with FPC's climate intern.</p> <p>Participated in a Wildfire Risk Reduction portland partners meeting with Parks, FPC, and Portland Fire & Rescue.</p>
<p>Education Programming</p>	<p>Finalized the Education Program Niche Finding report with hired contractors with Jim and Kammy's feedback in incorporated.</p> <p>Worked with Jackson Middle School staff to identify environmental education opportunities for SUN program participants and craft a plan of conservation opportunities on their campus.</p> <p>Completed funding agreements with 2 schools to support onsite garden and habitat enhancements.</p>
<p>DEI</p>	<p>Worked with Laura Guderyahn to complete the Urban Ecology Social Justice book draft outline for the chapter we are co-authoring spotlighting a case study of our organizations' equity efforts.</p> <p>Met with EMSWCD staff to discuss diverse suppliers issues and discussed partnership opportunities for the same.</p>
<p>Other</p>	<p>Conducted safety evaluation of the Hybrid fleet vehicle with Randi.</p>

Renee Magyar, Communications & Outreach Manager --- May 2022 Board Meeting Staff Report (Covers April 2022)

Strategic Direction	Explanation
EQUITY AND INCLUSION	<ul style="list-style-type: none"> • DEI committee meeting media alert
ORGANIZATIONAL HEALTH	<ul style="list-style-type: none"> • Format budget document • Monthly: All-Staff, Tech Staff, Leadership Team, Board of Director meetings; Staff report; timesheets; invoicing; expenses • Misc: move communications materials out of storage; vacation time; coordinate & produce Lifetime Achievement Award and letters
SHARING CONSERVATION INFORMATION	<ul style="list-style-type: none"> • Produce/coordinate written/photo content for distribution via website/newsletter/social media: edit District Manager intro letter; send newsletter; coordinate forest owner article; check in about education niche finding and book chapter with M. Logalbo; • Meadowsclaping Handbook: mail ordered copies • Annual Report: draft cover letter for mailing excess FY 2020-2021 Annual Reports to garlic mustard partners/landowners • Events: Tabling at Trillium Festival; Soil School 2022: coordinate & facilitate planning meeting; update host notes with updated land acknowledgement and survey links; draft email to attendees for survey; share host notes with session co-host; discuss keynote session with planning team; follow-up email to keynote session attendees with link to following session; last minute presenter arrangements; Zoom webinar test hosting session; host IPM session; coordinate delivery of steel cups for presenter gifts; respond to feedback from attendee; coordinate honorariums; draft Soil School 2023 budget; • Website updates: update home page with visits by appointment info; removed out of date information from Healthy Streams Program page • Website redesign project: Build out project calendar; update RFP for project team review (M. Levis, J. Hartline); facilitate first project team meeting; create shareable online folders and files for project management; create questions for staff input on website redesign and site content pages; present project at Tech Staff meeting and collected feedback; • Social media: sunset Twitter account; post/share on: Soil School promotion; newsletter promotion; FPC green jobs announcement; skunk cabbage; big leaf maple festival; Earth Day pollinators; if baby bird found on ground • Media: board and budget committee meeting and DEI committee mtg media alerts • Misc: Informational interview with Clark SWCD AmeriCorps intern
FINANCIAL SUSTAINABILITY	<ul style="list-style-type: none"> • No specific activities
CLIMATE CHANGE	<ul style="list-style-type: none"> • No specific activities
LONG-TERM SUCCESS	<ul style="list-style-type: none"> • No specific activities

Laura Taylor, Interim Forest Conservationist

May 2022 Board Meeting Staff Report (Covers April)

Task	Explanation
Forestry Program (SDs 4, 5, 6, 7, 8, 10)	<ul style="list-style-type: none"> • Continued to work with landowners and other staff to fine-tune budgets for 3 new Forestry projects proposed for FY2022-23. • Updated the Forestry Program FY2022-23 budget based on developments from individual project budgets. • Developed a management plan for one thinning project for submittal to Oregon Dept. of Forestry (ODF). • Submitted ODF notifications for work planned in 2022 for 3 active projects. • Marked and mapped boundaries for a project area included in a new EQIP contract with assistance from the landowners and intern Jordan. • Brought intern Shahbaz out on a site visit to a forest unit planned for thinning this fall in order to assess thinning strategies, site prep needs, and to introduce Shahbaz to the Forestry Program • Corresponded with forestry program landowner participants and partners about the status of their projects and other technical assistance (7 landowners). • Coordination with contractors and landowners in preparation for spring weed treatments. • Learned more about the Oregon Tree Farm System. • Met with Randi to get up to speed on the OWEB grant administration process. • Reviewed Land Use Notices.
Monitoring and other staff support (SDs 5, 6, 7, 10)	<ul style="list-style-type: none"> •
District Support, Meetings and Training (SDs 1, 2 & 3)	<ul style="list-style-type: none"> • Co-hosted one session for Soil School • Attended WMSWCD staff & tech staff meetings
Diversity, Equity & Inclusion (SD 1) 🚩 Also see above	<ul style="list-style-type: none"> • Participated in a DEI Committee meeting • Assisted with coordination and planning for future staff & board DEI trainings • Worked with leadership team and DEI committee to develop and finalize DEI related budget requests for FY22-23
NACD TA Grant Report	<ul style="list-style-type: none"> • NRCS Projects: 17 Hours; 4 Landowners; 0 Practices Certified • COTA: 10.75 Hours; 6 Landowners

Strategic Directions: 1) Equity & Inclusion, 2) Organizational Health, 3) Financial Sustainability, 4) Sharing Information, 5) Water and Soil, 6) Habitats and Biodiversity, 7) Working Farms, Forests and Gardens, 8) Climate Change, 9) Relationships with the Land, 10) Long-Term Success