



**Pend Oreille Conservation District
Regular Board Meeting MINUTES: 4/8/2021**

Meeting Start – 5:14 PM

In attendance via “GoToMeeting,”: *George Stuiivenga, Board Supervisor – Chair; Randall Leestma, Board Supervisor; Mike Mumford, Board Supervisor; Alex Case-Cohen, POCD District Manager; John Floyd, Board Supervisor, Kevin Bush, Board Supervisor, Mike Baden, Washington State Conservation Commission, Jeff Schibel, Washington Association of Conservation Districts (WACD) Northeast Area Representative, Ryan Baye, WACD, Sharon Sorby, POC Weed Board, Stan Janowicz, Natural Resource Conservation Service (NRCS)*

Official Action Items				
Motion	Motion made by:	Motioned seconded by:	Decision	Attachment
Motion to approve agenda and to take items out of order.	Mike Mumford	Kevin Bush	Carried	N/A
Motion to approve minutes for March 11 th , 2021	Mike Mumford	Kevin Bush	Carried	N/A
Motion to approve special minutes for March 17 th , 2021 with corrections	Mike Mumford	Kevin Bush	Carried	N/A
Approve the amendment for the IGA between POC and the POCD for Dyana James shared employment	Kevin Bush	John Floyd	Carried	Attachment B
Table window replacement (hold onto bids) until we have a general contractor to assess building for electrical, mold, and other issues	Mike Mumford	John Floyd	Carried	N/A
Motion to allow Alex to move forward to come up with an agreement and training plan for staff-sharing of an outreach/education specialist with the POC Weed Board	Mike Mumford	John Floyd	Carried	N/A
Motion to approve John’s inclusivity sign to be posted at POCD if it is amended by Alkire Collab and includes: Vietnamese, German and Italian and has a \$25 limit	Mike Mumford	Randall Leestma	Carried	N/A
Motion to add \$5,000 into leave accrual/savings account.	Randall Leestma	Kevin Bush	Carried	Attachment C

Motion to approve Treasurer's Report	Randall Leestma	Kevin Bush	Carried	N/A
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Partner Reports

Stan Janowicz, NRCS

New Northeast Area District Conservationist. Diverse background in ranching; still owns a ranch in Okanogan County.

Report: Two of the eight EQIP applications in PO have been pre-approved for funding; while we're getting more money in the state for EQIP, there will not be a second sign up period. Applications in the first sign up amount to more than the amount we will receive this year. Any new applications after November 20 are rolling over to FY 2022. Mark is flagging/getting out in the field.

Mike Baden, Washington State Conservation Commission –

Budget

The House and Senate have both released their versions of the budget for the next biennium. The good news is that we aren't seeing the deep operating budget cuts that we were anticipating throughout most of 2020. Also, the Senate included an additional \$5M in operating funding for Conservation Technical Assistance in their budget – the House did not so this difference will have to be resolved in conference committee which is getting going right now. This could be a huge benefit to districts in that the extra funds would more than double the Implementation grant to each CD. I know this is a high priority for WACD and they're working on it. It was good to have Ryan present during the meeting to provide his perspective. It looks like we are likely to come out with \$4M for NRI grants which is status quo with our current biennium appropriation.

I've attached the memo and comparison table that was sent out last week and lays out the House and Senate budget as it relates to WSCC and CDs. There is more detail in the memo so please feel free to take a look.

Elections

Congratulations to Mike as the unofficial winner of the election. Thanks to Randy for submitting your application for appointment. Elections are planned for certification, and appointments set to be made, at the May Commission meeting.

Conservation Accountability and Performance Program (CAPP)

It's the time of year again when I complete an initial evaluation of each CDs accountability performance under CAPP – those guidelines are attached for reference. I currently have no concerns about Pend Oreille CD under CAPP Standard 1 (legal requirements) and definitely appreciate all of your work. The big items still looming in relation to CAPP are the May 30th deadlines for both the Annual Plan of Work and the Annual Financial report to the State Auditor's office (including the Schedule 22 internal audit checklist). I urge all the districts I work with to not wait until the last minute to work on the annual financial report.

NRI Program and Proposed Changes

As mentioned, the proposed changes are currently out for comment. Also as discussed it is a bit early to know what allocation amounts will be made available for

each district as there are a number of factors that will figure into that amount, not the least of which is the final NRI amount allocated by the legislature. After reviewing comments (due April 23rd) we hope to bring the final recommendation to the Commission for approval at the May Commission meeting. The draft programmatic guidelines can be found [here](#) and the comment form can be found [here](#).

Mike Mumford, Ryan Baye, & Jeff Schibel – WACD

Ryan Baye: House and senate have passed out budgets (Capital and Implementation). Current step now is to 'reconcile the differences' because only one budget will be submitted to the Gov. for approval. Negotiating teams. For CDs in those budgets, it's a lot of good news, specifically on the operating side. Senate version included \$5 million for CTA, which is a new addition. Goes to Districts evenly, an additional \$56K for the next 2 years to PO. Odds are pretty good/fair that it will be in the final budget to speak about the importance of TA. House did not have that, but odds were still good!

Additional \$\$ to CREP. Lots of \$\$ to get out to districts. May not necessarily know final outcome until that last day or two of the legislative session. Scheduled to end April 25th. Request that WACD put out to Supervisors, Managers, Districts to look at budget figures and if there's something important to us, share with legislators by next week.

Lots of policy bills still in play, though not much for CDs.

Jeff Schibel: WACD Board at meeting on 19th will decide about 2021 annual conference. Right now, contract with the Hotel in Tacoma is not sustainable. Can hold entirely virtually, hybrid + networking (in-person business meeting), or try to hold entire conference in person.

Mike Mumford: Joint elections committee has met once. Meeting 2/month. First meeting history thing. DEI Committee still struggling to find a facilitator. Ryan and Mike are in a Tuesday morning call with NRCS, Commission, WADE, WACD. Meeting about Odessa Aquifer Groundwater Replacement. Template for nationwide aquifer preservation.

Go to DoE website, talk about similar project (not necessarily aquifer recharge) but similar project at Sullivan Lake (in PO County).

New Business

Staff sharing – will discuss staff sharing with POCWB for an outreach/education specialist with POC Weed Board at the same meeting as the annual report discussion.
– Thursday, April 22nd at 10 AM.

Old Business

Elections: Alex Case-Cohen, *POCD* –

See Attachment A – Manager's Report

In-Person Meetings – Alex Case-Cohen

Make a final determination pending additional information to gather between now and special meeting

Alex's task will be to get an OWL

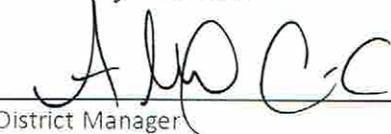
Manager's Report – See Attachment A

Treasurer's Report – Candy Lammon and Randall Leestma

Meeting Adjourned: 8:16

 6/16/2021

POCD Board Supervisor Date

 6/16/2021

District Manager Date



Pend Oreille Conservation District
Manager's Report
April 2021

OPERATIONS UPDATE

- **Applying for PEBB & PERS**—As of March 1st, I am now covered for health insurance. Our contract and start-up fee were submitted, allowing me to enroll at the beginning of the month.
- **2021 Annual Plan of Work**—Unfortunately, we do not have enough time to discuss the annual plan at the upcoming board meeting; we may need to hold a special meeting to cover these topics.
- **Washington Federal**— On March 1st, Randy and John came to the office to transfer \$25,000 to the WA Federal account from Mountain West. We also shredded the old checks from Mountain West and have left a small amount of money in our account in case there are any unaccounted for expenses.
 - **Building Maintenance**— John and I have completed the bids for new windows; River City Glass came on Tuesday, February 23rd. I will post all bids and hope for a decision at the next board meeting.
 - **Staffing**— For the 5th month, Candy was unable to come to the office. It is difficult for her to commute on a monthly basis; that being said, this has left a large gap in the administrative work done at the office. Our current file system needs to be redone, and unfortunately, it has been difficult finding the time to reorganize the system. I believe it's time to hire an administrative assistant to help with filing, taking meeting minutes, organizing and sending out board packets, and assisting with other duties as assigned. I've also been in communication with Dean about the need for more staff across the tri-county area. This is something that will require a bigger-picture meeting between the 3 districts and will likely require board approval/involvement.
 - **Budget**— At this time, we have a surplus of funds in both Implementation funding and VSP; I hope to have up-to-date budgets ready for the board by Wednesday, March 10th.
 - **Elections**— As of March 3rd, we received 45 ballot requests, all of which have been sent out. Voters have until March 17th at 5:00 PM to submit ballots by mail or dropped off at our office. On March 22nd, Mike Lithgow has volunteered to be the polling officer and will help me count ballots.

PROGRAMS

1.) WSCC Implementation Funding Activity:

We continue to use Implementation funds as the primary funding source for district activities. On March 1st, Dana Bowers, the NE Area Education Coordinator, announced she will resign from her position. This leaves a major gap in spending that needs to be covered. I am currently figuring out our budgets to see what we have available and what expenses are still outstanding.

2.) WSCC Natural Resource Investments Funding Activity:

We are currently waiting to hear where the budget stands for the NRI grants before determining who receives what funding. At this time, the Town of Metaline is top priority. Additionally, Jason McQuinn may be a priority since he has acquired nearly 3600 feet of shoreline that is showing signs of erosion. Finally, there is one smaller project located adjacent to Forest Service ground that has had engineering designs completed. Large amounts of rock were recommended for this project due to the potential loss of a well, which is considered critical infrastructure. I need to speak with the PUD first to see if this project qualifies for their cost share; if not, and there is no longer a limit to the number of projects to be implemented, this is a great potential project for NRI.

3.) WSCC Professional Engineering Funding Activity:

On Thursday, March 4th, I met with Gary and we conducted 4 site visits: Sam Nicholas (42 Riverside Drive., Lone, WA), Jessica Fowler (405681 Highway 20, Cusick, WA), Steve Hansen (31 Stanley Dr. Newport, WA), and Jason McQuinn (581 Bear Paw Drive, Newport, WA). Of the 4 site visits conducted, only 1 received prior funding from the

engineering cluster grant. I will submit proposals for the engineering cluster for the Sam Nicholas and Jason McQuinn projects this week.

4.) POC Voluntary Stewardship Implementation Funding Activity:

- The deadline for project implementation is fast approaching. I sent an email out to landowners last week requesting the status of their projects; if they could not complete their project, then they were offered the option to defer their project to the following year. Of the 14 potential projects, 1 has been completed, 1 has cancelled, 1 has officially deferred to next fall, 2 are on the fence, and 9 are on schedule to be completed by the May 31st deadline. I've also reached out to new participants to see if they have any projects that can be completed this year.
- I am currently in the process of ordering equipment from Adams Tractor. We have ordered one 60 in. all-purpose seeder; depending on the budget, which will be determined tomorrow, we may be able to purchase either a second drill or a chipper.
- I've heard back from most tribal representatives on all projects; we are now past the 30-day window, so all projects approved for VSP cost share are good-to-go on project implementation.
- In order to spend VSP funds, we may host a farm tour this spring to showcase completed VSP projects.

5.) POPUD Erosion Control and Cottonwood Funding:

- There are currently 10 projects in the queue, though less than half have begun their permits. I will need to touch base with all landowners to see what their current status is and whether or not it's feasible to complete their projects this year.

6.) DoE's WQAIP Grant with the POC Weed Board: We are in the process of straightening out our numbers to submit the PR/PR for April – December of 2020. There have been some hiccups, though we're starting to iron out the kinks for this small project.

7.) Soil Health Stewards – The Northeast Washington Soil Health Stewards met on February 20th to discuss the future of the group. We heard from Gregg DePonte with Timeless Fence (also an avid member of the group) on how to maximize permanent fencing. We also spoke with two of our bale grazing projects (both located in Pend Oreille County) to see what their current status was. We hope to host an in-person meeting in April if a landowner is willing to open up barn space for the group.

8.) Alkire Collab January 2021 Report

2/1/21 – 2/28/21

- Created beneficial insects posts for Xerces Society
- New website post for social media
- Silvopasture post for facebook
- Farm tour post for facebook
- Washington state fire adapted communities/ flowery trail post
- Valentines day giveaway – solicit participation from local farmers
- Take photos for giveaway post
- Manage giveaway questions/comments
- Shoreline posts for facebook
- Which season in POC is the best? Post for facebook
- Do trees freeze post content
- Science Wiz with SAS post
- Update website with upcoming board meetings
- Create new slides for elections
- Create new elections page for voting info
- Create new pop up for voting for new users

