



Pend Oreille Conservation District
 Regular Board Meeting MINUTES: 2/11/2021

Meeting Start – 3:01 PM

In attendance via “GoToMeeting,”: George Stuvenga, Board Supervisor – Chair; Randall Leestma, Board Supervisor; Mike Mumford, Board Supervisor; Alex Case-Cohen, Pend Oreille District Conservation District Manager; John Floyd, Board Supervisor, Kevin Bush, Board Supervisor, Mike Baden, Washington State Conservation Commission, Mike Lithgow, Kalispel Tribe of Indians Natural Resources Department, Mark Simpson, Natural Resource Conservation District, Roy Minion, local landowner, Jessica Fowler, Local Landowner

Official Action Items				
Motion	Motion made by:	Motioned seconded by:	Decision	By what date:
Motion to approve agenda and to take items out of order	Randall Leestma	John W. Floyd	Carried	N/A
Motion to approve minutes for January 14 th , 2021 as long as manager’s report is included	Kevin Bush	John W. Floyd	Carried	N/A
Motion to make John W. Floyd as a member of the building committee, replacing Randall Leestma.	Mike Mumford	Kevin Bush	Carried	N/A
Motion to approve submitted Treasurer’s Report as recommended by the Treasurer.	Kevin Bush	Randall Leestma	Carried	N/A

Public Comments

Jessica Fowler, local landowner who was approved for cost share in 2020 for a streambank stabilization project. The PUD decided that they no longer will approve cost share for projects with low levels of streambank erosion.

- Purchased property in 2003; by 2006, able to crawl under tree and crawl up into the roots. At least 5 ft of erosion since 2003. Feel confused about process and wanted to know why funds were taken away.

Mike Mumford and Kevin Bush weighed in.

Site visit with PUD to take place on March 3rd/4th.

New Hub website: <https://hub.wadistricts.org/>

John participated in the NACD; closing remarks:

- Next Generation of Leadership Initiative: Ray Ledgerwood's scholarship training program

Mike Lithgow, Kalispel Tribe of Indians –

Mike offered the Camas center meeting space as a location if we decided to go in-person, can potentially host those meetings for a centrally-located and ADA (Americans with Disabilities Act) compliant space. Mike can schedule the meetings for us to save funds.

The tribe has been working with Gary Ausman on the Cusick Meadows design options, he recommended the tribe work with Wilbur Precast, Inc. WCS completed waiting to be delivered in July. Excited about that. Working on the permitting to get that done.

Working on the demonstration forest at Indian Creek. Graphic Designers to do the interpretive signage. Meeting with DNR to go over planning of the prescribed fire, which will cover ~4 acres. The tribe has an opportunity to video it using a drone. Total management area approximately 600 acres.

Tribal grounds have now been designated as a Class 1 Air-shed. There is no regulatory authority like the state level, must go under DNR permitting for all work off-reservation. On reservation, under the EPA for air quality.

Environmental Education – Some staff during COVID wish they could get in the classroom; there's much to be done out at Indian Creek and that hasn't been possible. There are efforts to ramp up during Phase 2 as things start to open up. Currently, Mike has been emailing, hosting conference calls and Zoom calls with Cusick and Newport (Science teachers). Kids are tired of being cooped up. Cusick has funding for transportation to tribal sites in the near future. Kevin Lyons gave a presentation to the MS history class. Joel Adams doing 2 presentations to 6th grade and freshman environmental science (forestry).

Old Business

Mike Mumford, Purple Air Update –

Purple air monitors are up and running; the monitor at POCD is currently down, though Mike will reset it.

DoE monitor up and running. Mike has kept an eye on 4-6 ppm difference between purple air and DoE when people are at home and have their fires going.

Selkirk Alliance for Science meeting is scheduled for February 24th @ 10 AM.

John W. Floyd & Mike Mumford, Building Repair –

Alex mentioned that we will need to schedule contractors for building repairs. Mike Mumford recommended some local options. Vonnie Varno Construction, Eric Wagner, etc.

Partner Reports

Mike Baden, Washington State Conservation Commission –

Budget

We spoke about the Governor's budget previously (I've attached information for reference). We're currently in legislative session and we will be monitoring budget discussions as the session moves forward. We expect that there will be a revenue forecast in March that will certainly inform the budget discussions. The status of any likelihood federal relief will also likely be a factor that is being watched.

EPA/Ecology Settlement

You likely received an email from Carol Smith recently regarding a recently settled federal lawsuit that impacts nonpoint source management on agricultural lands in WA State. If you haven't seen it, it is included in the February District Digest. I've attached the settlement document as well. There isn't much additional detail at this time beyond what was outlined in the communication although we will make sure to keep CDs informed as more information becomes available.

COVID-19/OPMA

As noted, the Governor's proclamations have been formally supported by the Legislature through the passage of a concurrent resolution and will remain in effect until the Governor or Legislature declares an end to the emergency or rescinds the orders. This includes the OPMA waiver exception proclamations that have been ongoing since March 2020. Recent information provided by MRSC clarifies that in-person public meetings are still prohibited in Counties designated as Phase 1. However in counties that are moved into phase 2 an in-person component can be held in addition to the remote attendance requirement as long as certain conditions are met (capacity limits, safety measures). More information can be found in the attached COVID-19 update which also includes a link to the MRSC article.

Annual Financial Report/Annual Plan of Work

Although still a few months away it's not too early to be thinking about the Annual Financial Report to the State Auditor's Office as well as the Annual Plan of Work to the Commission. Both are due May 30th. I know the SAO will be providing information about available filing workshops/trainings so that is something to keep an eye out for. As part of the Annual Financial Report, the Schedule 22, which serves as your internal audit, must be completed. Always good to take a look at this checklist well ahead of time as there are some attachment materials that may need to be gathered. Happy to answer any questions about the Schedule 22. I sent Alex a PDF version of the Schedule 22 Checklist.

Mike Mumford & Ryan Baye Washington Association of Conservation Districts –

Mike discussed the NACD annual meeting, which took place from February 1-10. He found a breakout session on stormwater treatment to be interesting. Diversity Equity Inclusion was a common topic, as well as a panel discussion about scholarship opportunity programs similar to what John discussed.

Mike discussed the DEI committee which was approved for formation after the WACD annual meeting

An Elections committee was also approved at the annual meeting – joint elections and WACD to be proactive about an elections decision. Mike is on that board.

For windows project, team has received bid from Priest River Glass, though we'll need 2 more before we make a decision. John will take the lead on the other 2 options. The current quote does not include the window in the Admin office, though we'd just have to replace that one pane.

Water leak in windows in Frontier. Looks like water from non-eaved section of building in siding.

Alex requested that board members volunteer one day per month for work days until the end of the fiscal year. Board members will decide on the March work day at the March meeting.

Career Development Overview: Project Management Essentials – Alex Case-Cohen

Alex discussed the 2-day project management essentials course she took at the beginning of February. She found it to be a great introduction, but believes that participating in the full Project Management certificate program would be highly beneficial.

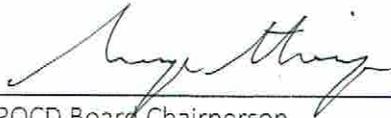
Manager's Report – See Attachment A

Treasurer's Report – Candy Lammon and Randall Leestma

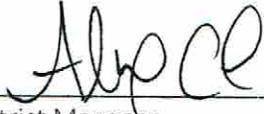
Some board members had questions about the treasurer's report.

Board members also had questions about the transfer of the Mountain West account to the Washington Federal account. Randall Leestma and John W. Floyd agreed to assist with the transfer of funds and also agreed to shred the remaining checks from the old fund. .

Meeting Adjourned: 5:55 PM

 6/16/2021

POCD Board Chairperson Date

 6/16/2021

District Manager Date



Pend Oreille Conservation District
Manager's Report
Attachment A
January 2021

OPERATIONS UPDATE

- **Applying for PEBB & PERS** – As of Friday, February 5th, the POCD Board of Supervisors has signed an agreement with the WA Healthcare Authority (HCA) to ensure our partnership in the PEBB (Attachment D). I am scheduled to have healthcare by March 1st (woohoo!). Mike and I have been in contact with Jamie Lane, a representative from the HCA to ensure that I learn the ins and outs of signing up for benefits. As of now, I am POCD Healthcare Administrator, so I must learn how to help future employees select benefits and fill out the correct forms. Jamie and I met last Friday and have another meeting scheduled for the 12th. I will be working with her throughout this process to ensure that this process is streamlined for future employees.
- **2021 Annual Plan** – Please begin reviewing current Annual Plan (Attachment F). For the March meeting, we will discuss and update the Mission, Values, and Natural Resource Priorities for the District.
- **Washington Federal** – This is our last official month with Mountain West; the debit card has arrived as have our new checks. We will ensure that all bills are covered for February, will transfer funds next week, and will close the Mountain West Accounts at the end of the month.
- **Career Development**: On February 1st and 2nd, I took Project Management Essentials with David Pratt, a project management consultant from the Olympia area. I found the class to be very helpful, though we weren't able to go in-depth into any of the key components. There are 8 other courses that I'm interested in taking in order to receive a Project Management Certificate. They are: 1) Project Initiation & Planning; 2) Project Leadership & Team Management; 3) Project Execution, Monitoring Control, & Closure; 4) Project Communications Management; 5) Project Cost & Schedule Management; 6) Project Stakeholder & Resource Management; 7) Project Quality & Performance Management; 8) Project Risk Management.

PROGRAMS

1.) WSCC Implementation Funding Activity:

We continue to use Implementation funds as the primary funding source for district activities. As of January 31st, we have \$46,475.06 left in the grant.

2.) WSCC Natural Resource Investments Funding Activity:

Virginia Beckmann is no longer interested in a streambank stabilization project; therefore, we need to decide who is eligible for funds. Jason McQuinn may qualify; he's recently acquired more property along the river. If we completed his project this year, we could potentially restore almost ½ mile of shoreline along the Pend Oreille River. We may also consider other types of resource concerns to address based on our Annual Plan's goals.

3.) WSCC Professional Engineering Funding Activity:

On Wednesday, I submitted one application for the engineering fund for Steve Hansen, a landowner with an extensive eroding streambank. He may qualify for either NRI or PUD funding.

4.) POC Voluntary Stewardship Implementation Funding Activity:

- The workgroup approved the 5-year report completed by White Bluffs Consulting and Anchor QEA Consultants (Attachment E). Based on the data, the POC VSP has met and exceeded its 5-year goals and benchmarks (Attachment L). The 5-Year Report was submitted on February 2nd.
- I met with the consultants on Monday, February 8th, to discuss the reporting process and to de-brief after the reports submission.

- The workgroup approved the spending of VSP funds on a piece of equipment (Attachment E, H). I will call Adam's Tractor mid-February to order the machinery.
- I've submitted Cultural Resources requests to 3 local tribes (Kalispel, Colville and Spokane) concerning 9 of the 11 pending projects.

5.) POPUD Erosion Control and Cottonwood Funding:

- Scott Jungblom and I have determined criteria for properties that fall in the "Low" rate of erosion. During a site visit, if:
 1. Erosion appears to be significant enough to cause detriment to water quality or
 2. It is at risk of increasing, causing or exacerbating erosion to an existing streambank
 3. The streambank is losing material at a significant/fast rate
 4. A mass wasting event has occurred since the 3-year intensive survey
- Projects do not qualify if:
 - a.) the bank is not losing material at a significant/fast rate
 - b.) if vegetation (grass, shrubs, etc.) is thriving and appears to be stabilizing the bank
 - c.) if conditions are in place and have stabilized.
- I also learned that the PUD's Hazard Occurrence map is updated every 3 years after an intensive 3-year survey
- Please review the current Erosion Control Funding Waitlist for CY2021 (Attachment G)

6.) DoE's WQAIP Grant with the POC Weed Board: I've learned EAGL, DoE's online database, and I've submitted necessary modifications for an existing payment request. Our grant manager needs to review and accept these modifications before I can submit an annual report for CY2020

7.) Alkire Collab January 2021 Report
1/14/21/- 1/29/21

- Create posts for Bale Grazing
- Create posts for WA state Farm COVID 19 survey
- New website post
- Silvopasture post
- Farm Tour post
- Edit website About Us page with Alex.
- Edit website calendar page with board meeting dates
- Edit website Board Meeting pages. Create new page with VSP page minutes- link button- create public records request pages
- Work on February giveaway post ideas. Call farms to get donations, coordinate drop offs.

FUTURE DATES

- February 14th – EF1 submission and Candidate Filing Deadline

District Manager



Date

2/11/2021