



Pend Oreille Conservation District
Regular Board Meeting MINUTES: 3/11/2020

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*; Jeff Schibel, *WACD NE Area Representative*

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	Kevin Bush	Carried	N/A
Motion to approve minutes for February 11 th with amendment to include Manager’s Report.	Mike Mumford	Randall Leestma	Carried	N/A
Table action item: Window Installation until John Floyd is able to join us.	Mike Mumford	Randall Leestma	Carried	N/A
Motion to approve requirement of 2 signatures for all checks.	Randall Leestma	Kevin Bush		
Motion to approve submitted Treasurer’s Report as recommended by the Treasurer.	Randall Leestma	Kevin Bush	Carried	N/A

Partner Reports

Mark Simpson, *Natural Resource Conservation Service*

CART (Conservation Assessment Ranking Tool) failed mid-February (ranking EQIP) but was fixed on Monday, all were ranked. Unsure what the new deadline is. Giving people a week or two to rank them. NRCS management will hopefully have those chosen for funding by mid-April; they will then tell people who applied last year if they were chosen for funding. Work on applications and assume they were funded so moving ahead with things. Sending archaeologist about 4 documents. CSP program deadline is end of month; starting to switch into processing CSP application. Republic office hired new soil conservationist, Alexandria Reyes.

Mike Baden, *Washington State Conservation Commission* –

Budget and Legislative

Not much new news about budget at this point but we should start seeing budget activity pick up in coming weeks.. As mentioned there are a number of other bills moving through the legislature that could have impacts, or potentially create opportunities, for districts. A couple of those are as follows:

- SSB 5045 (Establishing a State Meat and Poultry Inspection) This bill would expand opportunities for meat and poultry processing and inspection. Section three of the bill tasks WSCC to establish a grant program to provide funding to districts to provide access to meat and poultry processing and inspection within the district.
- SSB 5253 - Implementing the recommendations of the pollinator health task force. A portion of this bill would task WSCC with establishing a small grants program, subject to the availability of amounts appropriated, to provide funding to conservation districts to educate residents and community groups in urban, suburban, and rural nonfarm areas about the value of pollinator habitat for both managed and native pollinators.

Another bill of interest relates to OPMA and public meetings (SHB 1329 - Concerning public meeting accessibility and participation). This bill covers several areas for public meeting accessibility and participation.

Conservation Accountability and Performance Program (CAPP)

It's the time of year again when I complete an initial evaluation of each CD's accountability performance under CAPP – those guidelines are attached for reference. At this time I have no concerns about POCD under CAPP Standard 1 (legal requirements). Just a reminder about an upcoming important due date for your Annual Work Plan to be submitted to the Commission and the State Auditor's Office annual financial reporting to be submitted to the SAO – both due May 30th.

Hazard Mitigation Trainings

A number of fire-related trainings are set to take place this spring as part of our FEMA Hazard Mitigation Grant. I noted that Spokane CD has reached out to you by now regarding the opportunity to take part in the "Assessing Structure Ignition Potential from Wildfires" (ASIP) that will be occurring May 4-7, focused for the NE area, and is taught by the National Fire Protection Association. This is focused on staff that would be likely to conduct home assessments. I had a chance to sit in on this same training last week and it is excellent. I would encourage you to share this

opportunity with your local partners - fire districts, etc as it is open to them as well (space-allowing) and we want people to take advantage.

Another training opportunity, to be held on April 8-9 is titled "Outreach Strategies for Community Wildfire Preparedness and Recovery" and is open to conservation district staff – especially outreach staff. I've attached registration info for that 2-day training.

The final training is titled "World of Wildfire: Post Fire Wildfire Risk Mitigation and Assessment". This course will be led by the Okanogan CD and will focus on post-fire activities in which districts are increasingly becoming involved. This will be conducted over 4 days for 3 hours each day and is open to conservation district staff. I've attached information on how to register for that as well.

Other Items

- WSCC Grants Manual: Draft revisions to our Grants and Contracts Procedure Manual are out for comment. We would certainly value any comments you might provide. I have attached more information about how to provide comment by the March 31st deadline.
- Commission Meeting: Just a note if you are interested that a couple of items on the agenda for the Commission Meeting next week include the WDFW request to be a voting member on the Commission, and the NRI program revisions proposed by the committee that has been working on it over the past few months.
- Elections and Appointments: The final day for voters to return ballots is the 17th and Alex noted that 45 ballots were requested. Alex also mentioned that votes are scheduled to be counted on the 22nd. I was able to arrange an opportunity for Alex to go over any questions she may have with Bill Eller this week. Also a reminder that applications for the appointed position are due by March 31st.

Mike Mumford & Jeff Schibel, *Washington Association of Conservation Districts* –

Tom Salzer's sends a weekly newsletter entitled: 5 weekly items. Jon Birnbaum of Stevens County Conservation District was just accepted as one of the Northeast Area Representatives. District. In the Southeast Area, Amy Amarin from Columbia County was accepted as the Area Representative; this means that sWACD now has a full board. Work meetings take place Monday evening for WACD board. In other news, the Plant Materials Center is chugging along, preparing to send plants to districts for annual plant sales.

Partnership call takes place every Tuesday morning; during last week's call, the budget estimate is \$600 million over the estimate from mid-Jan. Up about 15% from the estimate. Things are actually looking good. The Environmental Justice bill is currently of concern.

The elections committee is currently fully staffed. Commission will have some people on it, forming a joint committee.

The Diversity Equity and Inclusion Committee is short 1 person. The selected facilitator must have experience facilitating DEI meetings/committees. Lots of strong opinions on both sides.

Committees expected to make a report to WACD by September. Unsure when they will meet.

Please visit WACD Hub

Mike Lithgow, Kalispel Tribe of Indians –

KNRD is taking Wildland Fire refresher course. They will also host a prescribed fire demonstration. The demonstration will be a low complexity prescribed fire and will be part of the overall fuels reduction and demonstration forest. KNRD is under contract with Shane Tantry to do fuels reduction at Indian Creek. Received a \$10,000 grant to do so

Hope to get BIA youth grant; focused on tribal youth and engaging them at a young age to develop/become involved in natural resource management. The curriculum can be utilized by non-tribal programs, as well. It will be oriented specifically towards the Kalispel Language Survival School. Including Indian Creek curriculum to use at Indian Creek. Selkirk High School – informational/internal debate on large carnivores and wolf management.

Hiring new silviculturist.

Tribal forest protection act looking good, though may go to court.

New Business

Staff sharing – will hold a special meeting to approve updated agreement with POCWB – Wednesday, March 17th, at 1 PM. Talk about windows at the same time? Will reach out to John for his participation.

Shoreline stabilization projects – how has the process taken place before? Started out that we didn't have any, David found some, then he got in with PUD. Mike: manager had a long leash with streambank stabilization projects. Find money/projects and enter into agreements and recommended. Lithgow – train wreck back then; PUD's process wasn't very solid. Many people wanted funding for marginal projects of straight rip-rap and don't want to plant cottonwoods. If you could capture projects from the county with good permitting with a good design. Come up with a proposal/task force to assist. Nancy Glines wants to join in, too.

Legislative Days – Advocate for Governor's budget at minimum. WACD putting in a request to bump up CTA and NRI; would like additional. Other legislative priorities; could talk about what's important to you guys. What are WACD's legislative priorities? FireWise funds? (Mike Mumford). Priorities include meat processing and food access. Send board members the zoom meeting. If someone is championing a bill, it's helpful to see them and offer your support to push that bill. On the other side, they've seen a representative/senator they disagree with and used a "tender hand" (Jeff Schibel).

Old Business

Mike Mumford, Purple Air Update –

Purple Air unit not working.

Hosted Selkirk Alliance for Science meeting on February 24th. DoE explained that Purple Air monitors are worse than it actually is (according to more high tech. Units)

Elections: Alex Case-Cohen, POCD –

Relayed information on election process up to this point. Randy asked what happens with ballots that are ineligible. Mike Baden weighed in and said he needs to ask Bill Eller, WSCC Elections Coordinator, for more information.

John W. Floyd & Mike Mumford, Building Repair –

Electricians for lighting and building repair. Questions about second bid. Made decision to table action item.

Supervisor Work Days – George Stuvenga could bring pick-up. Will require a public notice. Could make it a public event. Other option keep it to 2. March 26th supervisor workdays 10 AM. E-Waste; on the liability insurance? Put up for surplus. Monitors and surplus? The board can declare that certain things have no value. Declare them to be disposed of (old monitors, things that are obsolete). Do we have a policy on how to deal with that stuff? Other than that, talk to MRSC and their materials. Talk to PUD about surplus stuff; bid for lots of it. If no bid, hauled it to the trash. Talk to lawyer about it. See if we have a policy about it. Randy and George in the morning (10 AM to 12 PM) and Mike and Kevin in the afternoon (1 PM to 3 PM)

Career Development Overview – Alex Case-Cohen

Wants to pursue program management certificate. Mike Lithgow weighed in that each person is a program manager, not project manager. Board suggested that Alex come up with a proposal.

Manager's Report – See Attachment A

Treasurer's Report – Candy Lammon and Randall Leestma

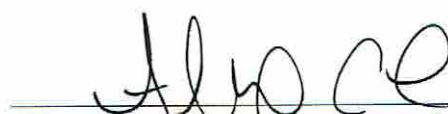
Some board members had questions about the treasurer's report.

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 agreed to shred the remaining checks from the old fund.

Meeting Adjourned: 5:53

 6/16/2021

POCD Board Chairperson Date

 6/16/2021

District Manager Date



Pend Oreille Conservation District
Manager's Report
March 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 hurdles, 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

FUTURE DATES

- March 17th (5:00 PM) ballots must be post-marked by this date and time.
- State Auditor's Office Annual Report – May 31st, 2021
- Annual Plan of Work – May 31st, 2021
- Last day to implement VSP projects – May 31st 2021
- End of Fiscal Year 2021 – June 30th, 2021

District Manager

Alp CE

Date

5/08/2021