



(March 25, 2019)

Board of Directors Meeting Minutes
East Multnomah Soil and Water Conservation District
Held on Monday, April 1st, 2019; 6:00 PM – 9:00 PM
5211 N. Williams Ave. Portland, OR 97217

Attendees	
Board Directors	Rick Till, At-Large 1 Director, Secretary Laura Masterson, Zone 2 Director, Chair Allison Hensey, At-Large 2 Director, Chair (called in) Gabrielle Rossi, Zone 1 Director, Treasurer
Associate Board Directors	Dianna Pope, Director Emeritus Carrie Sanneman, Associate Director
Board Members Not attending	Mike Guebert, Zone 3 Director
Staff	Jay Udelhoven, Executive Director Dan Mitten, Chief of Finance & Operations Julie DiLeone, Rural Lands Program Supervisor Kathy Shearin, Urban Lands Program Supervisor Andrew Brown, Conservation Legacy Program Supervisor Lindsay Nelson, Office Manager Alex Woolery, Marketing and Media Manager Jeremy Baker, Senior Rural Conservationist Monica McAllister, Community Connections Liaison Rowan Steele, Headwaters Farm Manager Suzanne Easton, Grants Manager Matt Shipkey, Land Legacy Program Manager
Guests	Mary Heffernan, Temenos Consultant Group Kay Hall, Perspective Consultant Group Sam Chase, Metro Council Ernest Hayes, Metro Council

Item #	Time	Board Meeting Agenda Item	Purpose	Presenter	Packet <i>* please read; ~ please review</i>
1	6:15	Welcome and meeting called to order: <ul style="list-style-type: none"> • Introductions • Review/revise agenda • Review previous action items • Approve board meeting minutes 	Information/ Decision	Masterson	a) 3/4/19 Board Minutes ~
<ul style="list-style-type: none"> • Shearin introduced the newest member of the Urban Land's team, McAllister. • McAllister provided a brief introduction. • Udelhoven noted that there were some revisions to the agenda; however, they were sent to the Board prior to the meeting. <ul style="list-style-type: none"> ○ Udelhoven added 3 new attachments. ○ The executive session to discuss possible land negotiations was removed from the agenda. • Udelhoven reviewed previous action items. <p>MOTION: Till moved to approve the March 4th, 2019 Board meeting minutes Rossi 2nd Motion passed unanimously</p>					



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2	6:20	Time reserved for public comment and introductions¹	Information	Public	N/A
<ul style="list-style-type: none"> There were no comments made by the public at this time. 					
BOARD-SPECIFIC BUSINESS					
3	6:20	Metro Bond Measure	Information/ Discussion	Guest: Metro C. Sam Chase	N/A
<ul style="list-style-type: none"> Chase provided information on Metro’s Bond measure and gave handouts to illustrate the process. He also explained how EMSWCD can contribute and benefit from the opportunity. A brief discussion was held on easements and agricultural sustainability. Chase suggested two ways to engage with the Metro Council; testifying in front of the Council and attending the business meetings (held every Thursday at 2:00pm). 					
4	6:52	Equity Moment	Discussion	Steele	a) Leading with Race Memo~
<ul style="list-style-type: none"> Steele, on behalf of the Equity Team, provided an update on the Equity Team. He explained to the Board that the team chose to lead with race for the creation of the Equity Plan and presented the Team’s definition of leading with race. Hensley commented on how race together with ethnicity equates to culture. Udelhoven discussed briefly why he disagreed with the Equity Team’s decision to lead with race; however, said the actual language used in the plan will determine if it is a problem or not. 					
5	7:08	Associate Director Candidate Evaluation and Process	Discussion/ Decision	Sanneman	a) Associate Director Criteria Summary *
<ul style="list-style-type: none"> Udelhoven provided an update on the 3 Associate Director candidates. <ul style="list-style-type: none"> Yap has withdrawn her interest. Wasiutynski from Multnomah County has expressed interest. Udelhoven explained the results of the Associate Director Criteria survey. A discussion was held on when to invite the current candidates in for an interview. <ul style="list-style-type: none"> Udelhoven suggested to conduct the interview during the next Board of Directors meeting if there was not an Executive Session scheduled. Masterson also suggested conducting interviews at an Ad-Hoc Committee meeting. There was more discussion held on how many Associate Directors to appoint to the Board and solidifying a process to do so. Masterson requested to call an Ad-Hoc Committee meeting prior to the next Board of Directors meeting in May to discuss the recruitment and interview process further and the Board agreed. 					
6	7:28	OACD Delegate, and Bylaw/Board Member Vote	Decision	Udelhoven	a) OACD Bylaw Vote Email ~ b) OACD Meeting Email ~ c) OCEAN Map d) Draft Bylaws ~ e) Articles of Incorporation~ f) ED Comment Email*

¹ Each member of the public who wishes to speak shall be given approximately 3 minutes.



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- Udelhoven announced that OACD is hosting their Annual Meeting at the Connect Conference in Sunriver and expressed the need for the Board to elect a delegate to attend. The delegate will need to either be empowered by the Board to come to a decision on both the bylaws and the nominations for the Board or relay a decision made by EMSWCD Board at the meeting.
- Udelhoven recommended to vote “no” on the bylaws. He expressed that as written, they are not ready to be approved. Also, if the bylaws are approved, then there will be a second vote for Board nominations.
- A brief discussion was held on the bylaws, the election, and the second OACD Annual Meeting in November.
- There was also a brief discussion held on sending Rossi as the delegate to attend.

MOTION: Till moved to appoint Rossi as the delegate at OACD’s Annual Meeting

Rossi 2nd

Motion passed unanimously

MOTION: Till moved to oppose the proposed bylaws as written

Rossi 2nd

Motion passed unanimously

MOTION: Till moved to empower Rossi to vote on behalf of EMSWCD at OACD Annual Meeting in regards to elections and other issues that may come up for a vote

Rossi 2nd

Motion passed unanimously

EXECUTIVE DIRECTOR

7	7:39	Legislative/Public Comments	Information	Udelhoven	a) SB 146 Letter b) SB 257 Letter c) OAHF Testimony d) ODFW Support Letter
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- Udelhoven provided an update on the SB 146 and SB 257 letters, the OAHF testimony and the ODFW Support Letter.

FINANCE & OPERATIONS

8	7:41	Monthly Financials & Recommended CPI Policy Change	Information/ Decision	Mitten	a) Feb '19 Financials b) CPI Memo c) Policy 1.1.3
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- Mitten presented the Feb'19 financials.
- Mitten shared the CPI memo pointing out 3 recommendations
- Mitten briefly shared the policy change to 1.1.3.

MOTION: Till moved to approve policy 1.1.3

Rossi 2nd

Motion passed unanimously

RURAL LANDS

9	7:43	CLIP Funding Options	Decision	DiLeone	a) CLIP status and options*
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- DiLeone shared that the remaining balance in the CLIP funds is \$144.
- DiLeone asked for guidance on what to do with requests moving forward and shared recommendations made by the Rural Lands team.
 - Recommendation 1 is to move money from contingency.
 - Recommendation 2 is to bring projects to the Board on a case by case basis.
 - Recommendation 3 is to begin awarding next FY budgeted amount (similar to PIC process) but with the contingency that



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reimbursement would take place after June 1st.

- Recommendation 4 is to wait until the next FY to begin awarding funds for CLIP projects.

MOTION: Till moved to approve option 3 recommended by the EMSWCD Staff

Rossi 2nd

Motion passed unanimously

CONSERVATION LEGACY

10	7:47	2019 PIC Grants	Decision	Easton	a) Funding Summary & Rec b) PIC 2019 Applications
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MOTION: Till moved to approve the Budget Committee’s recommendation

Rossi 2nd

Motion passed unanimously

11	7:50	Metro Bond Measure Letter and Talking Points	Decisions	Brown/ Shipkey	a) Bond Measure Letter b) Bond Meas. Talking Pts
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- Shipkey presented the Bond Measure letter and talking points.
- There was a brief discussion on the format of the letter and the asking amount.
 - It was recommended to place the ask at the beginning of the letter.
 - It was also recommended to reference the proposed OAHP funding in the letter.

MOTION: Till moved to approve the Bond Measure letter with the changes recommended today and to authorize Udelhoven to sign and send the letter

Rossi 2nd

Motion passed unanimously

MOTION: Till moved to delegate to staff to finalize the letter and the speaking points and send to Metro

Rossi 2nd

Motion passed- 3 l’s and 1 abstained (Hensey)

BOARD-SPECIFIC BUSINESS Continued

12	8:04	Executive Session under ORS 192.355 to consider information exempt from public records laws.	Discussion/ Decision	Masterson	N/A
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Executive Session entered at 8:04pm

Executive Session ended at 9:37pm

CLOSING ITEMS

13	9:37	<ul style="list-style-type: none"> • Announcements and reminders • Action Items • Adjourn Meeting 	Information	Masterson	N/A
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MOTION: Till moved to delegate himself and Hensey to follow up with the discussion held in Executive Session.

Rossi 2nd

Motion passed unanimously

Meeting adjourned at 9:38pm



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No.	Date Generated	Action Items	Responsible Parties	Due Date	Status
1	3/4/19	Possible to invite Meyer DEI coordinator to discuss position with board.	Udelhoven/Hensey	ASAP	Pending
2	4/1/19	Send dates for Ad-Hoc Committee meeting.	Nelson	ASAP	Completed
3	4/1/19	Sign and send Measure Bond letters and send to Metro and other SWCD's.	Udelhoven	ASAP	Completed

EMSWCD Board Members, Committees and Meeting Dates

EMSWCD Board			EMSWCD Committees								
Members	Positions	Officers	Budget	Land Legacy	Personnel	Grants	PIC	CLIP	SPACE	Ad-hoc	
Gabrielle Rossi	Director - Zone 1	Treasurer	X	X						X	
Laura Masterson	Director - Zone 2	Vice-Chair	X	Co-Chair	X			X		X	
Mike Guebert	Director - Zone 3		X	X	Chair	X			X		
Rick Till	Director - At-Large 1	Secretary	X	X	X	X	X			X	
Allison Hensey	Director - At-Large 2	Chair	X	X				X			
Dianna Pope	Director - Emeritus		X							X	
Carrie Sanneman	Director - Associate		X	Co-Chair		X			X	X	
Upcoming Schedule											
FY18-19	2018	July	--	30	27						
		August	6								
		September	10	24		12					
		October	8								
		November	5	26							
		December	3		10						
	2019	January	7	28							28
		February	4					27/28			
		March	4	4	25	TBD	TBD				
		April	1	1							22
		May	6	6	20						
		June	3			TBD					

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