



3/5/2021

East Multnomah Soil and Water Conservation District Board of Directors Meeting Minutes

Monday, March 1, 2021

6:05pm- Call to Order

Guebert called to order the regular meeting of the EMSWCD Board of Directors at 6:05pm on Monday, March 1, 2021 via teleconference.

6:05pm- Introductions, Review/revise agenda, Review previous action items

Guebert conducted introductions for the record. The following persons were present:

Board of Directors: Laura Masterson (Zone 2 Director, Secretary), Mike Guebert (Zone 3 Director, Chair), Jasmine Zimmer-Stucky (At-Large 2 Director, Vice-Chair), Joe Rossi (Zone 1 Director), Jim Carlson (At-Large 1 Director, Treasurer)

Staff: Nancy Hamilton (Executive Director), Dan Mitten (CFO), Andrew Brown (Conservation Program Supervisor), Kathy Shearin (Urban Lands Program Supervisor), Julie DiLeone (Rural Lands Program Supervisor), Lindsay Nelson (Office Manager), Chelsea White-Brainard (Senior Rural Outreach and Education Specialist), Suzanne Easton (Grants Program Manager), Matt Shipkey (Land Legacy Program Manager)

Guest: John Bildsoe (member of the public), Ted Labbe (Executive Director, Urban Greenspaces Institute)

Hamilton presented previous action items.

- 1/12/21-Send headshot and completed Bio for the EMSWCD Website to Woolery (Board/Pending)
- 2/1/21- Send Nelson the signed Oath of Office form (Board/Pending)

6:05pm- Approval of minutes

MOTION: Carlson moved to approve the February 1st Board meeting minutes

Masterson 2nd

Motion passed unanimously

6:10pm- Time reserved for public comment

Bildsoe shared his concerns about the Shaull Farm property, noting the issues previously with the Gantenbein property.

6:15pm- Vote on Board Committee assignments for Rossi

Guebert explained that all Board of Directors serve on the Budget Committee.

Rossi expressed interest in serving on the Land Legacy Committee and the Grants Committee.



MOTION: Zimmer-Stucky moved to appoint Rossi to the Land Legacy Committee, Budget Committee, and the Grants Committee

Masterson 2nd

Motion passed unanimously

6:19pm- Board Discussion re: topic areas for future board meetings

There was a brief discussion regarding topics for staff to focus on at future board meetings.

Guebert introduced the “deepish dive” topic proposal and asked the Board for feedback.

- April 2021; PIC Pause - what the PIC Pause will help us consider - Andrew Brown and Suzanne Easton
- CLIP grants - Julie DiLeone
- May 2021; Board Eligibility / Associate Directors – Pathways available to become a member of the SWCD Board; Nancy Hamilton
- June 2021; StreamCare –Julie DiLeone and Lucas Nipp
- July 2021; Headwaters - Andrew Brown and Rowan Steele
- August 2021; Mt Hood Community College - Kathy Shearin
- September 2021: Technical Assistance – Management Team

6:28pm- Executive Director Update

Hamilton provided an update on what she and the organization have been working on. She mentioned the following:

- The Rural Lands Streamcare program has planted its 500,000 plant at streamcare sites.
- The Gresham Outlook wrote an article and More Good Day Oregon interviewed Nipp and highlighted the program. White-Brainard developed a short video of highlights from the milestone event, which was shown to the Board.
- A brief update on the MFR Law group process and next steps, noting that interviews had mostly been completed and Hamilton would be meeting with them to review findings later in March.

It was requested to schedule a personnel Committee meeting. The Committee decided on April 19th from 5:00pm-6:30pm.

6:40pm- Equity Update

White-Brainard provided an update on progress with the District’s equity initiatives. White-Brainard mentioned the following:

- The Equity Team recently shared the Draft Equity Plan with the EMSWC Staff for feedback.
- The Equity Team will be starting the planning process for the next Board equity working session.
- A brief update on the Equity Team Charter.

6:47pm- Proposed Employee Benefit-EAP services & EMSWCD Policy Revision



Hamilton briefly introduced a new Non Pay Benefit, an Employee Assistance Program (EAP), to the Board, with examples of some of the benefits/resources it provides to staff and eligible dependents.

Mitten presented more details of the program, including the cost of the program to the District.

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MOTION: Carlson moved to approve the Employee Assistance Program proposal as presented

Masterson 2nd

Motion passed unanimously

MOTION: Masterson moved to approve the revision of Policy 1.1.15 Non-Pay Benefits to include the EAP benefits

Carlson 2nd

Motion passed unanimously

7:01pm-Monthly Financial Report and Review of P&L Statement

Mitten presented the January Financial Report.

Mitten provided an overview of the P&L Statement.

7:18pm- Announcements, Reminders and Action Items

Guebert announced that Pope has decided to step away from the Director Emeritus position but would welcome continuing to serve as a resource, when appropriate. He thanked her for her commitment and service to EMSWCD and noted that when it is safe to do so, we will celebrate her contributions to the organization.

Nelson reminded Masterson & Rossi to send their signed Oath of Office documents.

Nelson read new action items.

- **Send a calendar invite to the Personnel Committee for the April 19th meeting (Nelson).**

7:22pm- Adjournment

Guebert adjourned the meeting at 7:22pm