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

Monday, April 5, 2021

6:02pm- Call to Order

Guebert called to order the regular meeting of the EMSWCD Board of Directors at 6:02pm on Monday, April 5, 2021 via teleconference.

6:02pm- 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) arrived at 6:08pm, 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), Monica McAllister (Community Connection Liaison)

Guests: Ted Labbe (Executive Director, Urban Greenspaces Institute), Kim Galland (NRCS)

Guebert requested to switch agenda items #3 and #4.

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

6:05pm- Approval of minutes

MOTION: Zimmer Stucky moved to approve the March 1st, 2021 Board meeting minutes Carlson 2nd

Motion passed unanimously (4-0, Masterson was not present for the vote)

6:06pm- Time reserved for public comment

There were no comments made by the public at this time.

6:06pm- Conservation Land Incentive Program (CLIP) deepish dive

DiLeone presented the overview of the CLIP program. She shared the following:

- The CLIP's history

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- Application process
- Past and present CLIP projects
- CLIP Board review process
- The CLIP's current status

6:22pm- Grants, Partners In Conservation (PIC) deepish dive

Easton provided an introduction to EMSWCD's Partners In Conservation (PIC) grants and the Small Projects And Community Events (SPACE) grants. She shared the following:

- The Grant program's history, purpose, and goals
- The application opportunities, budget, number of grant recipients, size of grants, project durations, and areas of funding
- Examples of past PIC and SPACE grants
- Current grant issues/challenges
- PIC pause projects

6:41pm- PIC Grant award recommendations

Easton presented the staff recommendations for the PIC 2021 funding awards.

MOTION: Zimmer Stucky moved to approve the PIC Grants as presented

Carlson 2nd

Motion passed unanimously (5-0, Masterson was present for the vote)

Board approved PIC Grant awards can be downloaded here: [https://emswcd.org/wp-content/uploads/2021/04/Item-5a_2021-PIC-Grants-Award-Recommendations Board Approved.pdf](https://emswcd.org/wp-content/uploads/2021/04/Item-5a_2021-PIC-Grants-Award-Recommendations_Board_Approved.pdf)

6:43pm- Strategic Partnership Agreement (SPA) extension

Brown requested to extend the same level of funding for the Watershed Councils for an additional two years because of EMSWCD internal review process currently precludes them from applying for new funding, noting the importance of our sustained relationship with them.

Brown provided a brief background history of the SPA program. He mentioned the following:

- The District was providing \$20,000 each year for general operational support to three Watershed Councils (Sandy River, Columbia Slough, and Johnson's Creek)
- To strengthen the partnership and remove them from the annual grant application reporting cycle, EMSWCD entered into a five-year strategic partnership agreement with them for up to \$300,000 (\$100,000 each) for 5 years
- The benefits of the SPA grant for both the District and the Watershed Councils

MOTION: Zimmer Stucky moved to approve the SPA extension as presented

Carlson 2nd

Motion passed unanimously (5-0, Masterson was present for the vote)

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6:51pm- Natural Resources Conservation Services (NRCS) Memorandum of Agreement

Galland provided a quick update on NRCS. She mentioned the following:

- NRCS recently had their local work group meeting where they come up with a strategy for implementing future conservation implementation strategies for creating funding pools for the future. She also mentioned that DiLeone and Baker helped with that meeting
- One of the breakout sessions identified that small and diversified farms need help with cover cropping, reduced tillage, nutrient management being reduced
- Looking into the possibility of bringing back funding to the local level rather than at the state level or splitting the funding into two separate pools
- Sandy River landowner site visit in three weeks – wasn't sure if the site was in Multnomah County

DiLeone provided a brief background on the NRCS agreement. She shared that the District did not enter into agreement two years ago because they felt the terms of the agreement limited public access to the work that we do; however, the current agreement terms alleviated those concerns.

MOTION: Carlson moved to approve the NRCS Memorandum of Agreement

Zimmer-Stucky 2nd

Motion passed unanimously (5-0, Masterson was present for the vote)

7:00pm-Executive Director update

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

- Discussions are being held on when and how employees may be back to working in the office. Likely will not happen until August/September 2021 at the earliest. There's still a lot up in the air and we are waiting on more guidance from the CDC and OHA.
- Also mentioned that she will be making a presentation at May's Board meeting with a more formal work plan for E.D. for next 6-9 months

7:02pm- Equity Update

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

- Explained that in the recent past the Equity Team, Management Team, and the Board had participated in Diversity, Equity, and Inclusion (DEI) working sessions. They were typically four-hour sessions and done quarterly
- White-Brainard surveyed the Board to see if they would like to keep them at four-hour sessions or if they would like to split it into (2) two-hour sessions
 - Most Board members liked the idea of (2) two-hour sessions
 - Hamilton agreed to work with the board to identify dates/times for these.

McAllister presented the Oregon Land Justice Project yearlong learning journey and asked the Board to approve the letter of support provided in the packet.

A brief discussion was held on who can participate and the time commitment. Hamilton explained that 2-4 people can participate, and that the idea was to have McAllister and White-Brainard take two of those spots. Hamilton also mentioned that Brown also expressed interest in participating. Zimmer-Stucky noted

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that while she would not be able to participate in the formal cohort, she planned to participate in the convenings for COLT members generally.

MOTION: Zimmer-Stucky moved to approve signing the Letter of Support

Carlson 2nd

Motion passed unanimously (5-0, Masterson was present for the vote)

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

Mitten presented the February 2021 Financial Report.

Mitten explained the internal check signing process and asked the Board for approval to add the new Board members as authorized check signers.

MOTION: Masterson moved to add the new Board members as authorized check signers

Carlson 2nd

Motion passed unanimously (5-0, Masterson was present for the vote)

Mitten introduced the board compensation process.

7:26pm- Executive Session under ORS 192.660(2)(e) held for discussion of real estate negotiations

Executive session entered at 7:26pm

Rossi announced he has a conflict of interest on one of the items in the Executive Session and left the Executive Session at 7:45pm when that discussion began.

Executive session ended at 8:04pm

8:05pm- Decisions related to matters discussed in Executive Session

MOTION: Masterson moved to approve Resolution #2021-4-01

Guebert 2nd

Motion passed (3-1, Rossi was not present for the vote and Carlson voted nay)

8:08pm- Closing items: announcements, reminders and action items

Guebert announced that after hearing from staff about the Land Legacy Committee meeting schedule, it was determined that the preference would be to stick with the current schedule of every other month on the Monday prior to the Board meeting.

Mike brought up that the July Board meeting is scheduled on the 4th of July holiday. The Board agreed to move that meeting to July 12th, 2021.

Nelson read new action items.

- **Sign and send DiLeone the NRCS MOA (Guebert).**
- **Send a text message to the Board with potential dates for the combined DEI working session (Hamilton).**

8:12pm- Adjournment

Guebert adjourned the meeting at 8:12pm