



10/04/2021

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

Monday, October 4th, 2021

6:03pm- Call to Order

In Guebert's absence, Zimmer-Stucky chaired the board meeting as Vice Chair. Zimmer-Stucky called to order the regular meeting of the EMSWCD Board of Directors at 6:03pm on Monday, October 4th, 2021, via teleconference.

6:03pm- Introductions, Review/revise agenda, Review previous action items

Zimmer-Stucky conducted introductions for the record. The following persons were present:

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

Board of Directors **NOT** in Attendance: Joe Rossi (Zone 1 Director), Mike Guebert (Zone 3 Director, Chair)

Staff: Nancy Hamilton (Executive Director), Andrew Brown (Conservation Legacy Program Supervisor), Kathy Shearin (Urban Lands Program Supervisor) Julie DiLeone (Rural Lands Program Supervisor), Jeremy Baker (Senior Rural Conservationist), Monica McAllister (Community Connection Liaison), Matt Shipkey (Land Legacy Program Manager)

Guests: None

Zimmer-Stucky asked to add Tansy Weed update from DiLeone as #5 on the agenda. All agreed.

Hamilton presented previous action items.

- Send information to the Board on the 2ND all-staff training with the YWCA (McAllister) - **(Completed)**.
- Send Tour memo to board members (Hamilton) **(Completed)**.
- Send Performance Evaluation form to board members with agreed upon revisions (Guebert) – **(in process)**.
- Double check EMSWCD retention and public records policies to confirm they are in compliance with information noted by Nusbaum (Hamilton/Mitten) - **(in process)**.
- Begin list of future Deepish Dives for future board meetings (Hamilton) **(in process)**.

6:07pm- Approval of minutes

MOTION: 9/13/2021 Board Meeting Minutes -Carlson moved to approve minutes from the September Board meeting, Masterson seconded- Motion passed unanimously (3-0, Rossi & Guebert were not present for the vote)

6:08pm- Time reserved for public comment

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

6:08pm- Deepish Dive – Partners in Conservation (PIC)Grants

Brown reviewed Partners in Conservation (PIC) grant program goals, project types, eligibility, match, administrative cap, payment by reimbursement. PIC is budgeted at ~600k/fy. Last year paused PIC cycle due to pandemic impacts.

Easton reviewed the PIC equity survey and analysis completed by consultant. Key findings included:



10/04/2021

continuing to prioritize relationships between grant program manager and applicants/grantees, increase number of BIPOC projects, simplify application and reporting, up-front funding rather than reimbursement, reduce match requirement, conduct intentional community outreach.

Easton discussed some considerations for strategic planning: analysis of regional funding, collaborative funding, prioritizing conservation issues, process review.

Brown noted that For 21-22 process, Board members are needed to serve on the grant review committee. Proposed changes that can be made immediately to PIC Grant application/process as a result of key findings:

EMSWCD currently requires at least 1-to-1 match funding requirement for PIC grants over \$10,000.

Recommend that PIC match funding requirement can be waived at the request of the applicant, under the following conditions:

- For a grant request of \$30,000 or less, and the requested amount is sufficient to cover the entire project cost.
- AND, where at least one of the following three criteria are met:
 - The organization has existed for less than 3 years.
 - The organization has not *received* a PIC grant before.
 - The organization has an annual operating budget of less than \$250,000

Zimmer-Stucky noted that she would like to have staff take time between now and next PIC cycle to consider how to implement additional recommendations made in the report. Said this was more conservative than she would like. Carlson and Masterson felt this was a good start and want to explore more during strategic planning.

7:25pm- Approval of PIC Grant recommendations

MOTION: Masterson moved approving proposed changes to PIC grant process with amendment to #2, bullet 2 - applicant has not *received* a PIC grant before. Motion passed unanimously (3-0, Rossi & Guebert were not present for the vote)

7:26pm- Executive Director Update:

Hamilton briefly commented on Strategic Planning next steps, noting that she sent six examples of other plans that have been conducted in last few years. Encouraged the board to read through them as well as other strategic plans to begin to consider what they want EMSWCD's plan to accomplish.

Hamilton also updated the Board about the recruitments, noting that the EA recruitment is done, and onboarding should be completed very soon.

7:38pm- Tansy weed update

DiLeone described actions the Rural Lands team will take to help rural people manage tansy, to include: allowing disposal of tansy in garlic mustard dumpster and leaving dumpster out into July; signage; web content; outreach to non-livestock owners.

7:42pm- Equity update

McAllister provided an update on the following:

- Continuing Management/Equity team subcommittee work with Wallace Caldwell and Dozier on Action Plan
- Participating on all three current recruitment teams.
- Work with Banuelos & Quince is continuing.



10/04/2021

- Noted that the Learning Journey cohort is on hold for the moment but there will continue to be opportunities for Board and staff to engage.
- Successful YWCA training with staff last month. YWCA's next training will take place in November. McAllister will continue to send meeting notices to the Board.

Hamilton noted that there will be no Monthly Financial Report this month. Mitten will update the board on two months of financials at November board meeting.

7:47pm- Closing items: announcements, reminders and action items

Carlson suggested that he help lead a review and summary of the Portland Water Bureau plans for a new facility, which is being proposed adjacent to the Pleasant Home Water District facility at the November, 2021 board meeting. Masterson & Zimmer-Stucky noted they wanted to learn more. Hamilton agreed to work with Carlson on next steps.

Hamilton read new action items:

- Send information to the Board on the next all staff training with the YWCA (McAllister)
- Send the Board a list of deeper dive topics for future board meeting (Hamilton)
- Provide final report back to the Board regarding retention and public records policies (Hamilton/Mitten)
- Work with Director Carlson on PWB facility overview for November board meeting (Hamilton/Carlson)

7:50 pm- Adjournment

Zimmer-Stucky adjourned the meeting at 7:57 pm.