



Board Approved

Jackson Soil & Water Conservation District
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MINUTES NOT FINAL UNTIL APPROVED

June 15th, 2022
Jackson Soil and Water Conservation District
(JSWCD)
Board Meeting

Directors, Associates

In attendance:

Stan Dean – Chair
Nicky Webb Smith – Director
Don Hamann – Director
Ron Hillers – Secretary/Treasurer
Barbara Niedermeyer – Vice Chair
Pam Hillers – Associate Director
Gordon Jones – Director

Absent:

Allan Campbell - Excused

Staff:

In attendance:

Randy White – District Manager
Trevor Morris – Business Manager

In attendance via zoom:

Hannah Satein – Education and Outreach Coordinator
Kora Mousseaux – Community Water Resource
Conservationist
Meghan Montgomery – Agriculture Resource Conservationist
Paul DeMaggio – Soil & Water Conservation Engineer
Clint Nichols – Riparian Resource Conservationist

Absent:

Markie Germer – Administrative Specialist -Excused
Jenna Sanford – Stewardship Monitoring Coordinator -
Excused

Guests:

In attendance:

Peter Winnick - NRCS

Director Dean called the meeting to order at 4:00 pm followed by the pledge of allegiance.

May Board Meeting Minutes

A motion by Director Niedermeyer with a second by Director Jones to approve the May 18th, 2022, minutes as presented passed unanimously. Director Dean mentioned that project should be plural.

Treasurer's Report

A motion by Director Hillers with a second by Director Hamann to accept the June treasurer's reports as presented passed unanimously.

Staff Reports

District Manager White stated that many of the staff are teaching at the Rogue Valley Association of Realtors and will not be present.

Hannah reported that she has been working diligently on day camp. She hosted the group leader training earlier in the day. The volunteers consist of Lilly Schloegl, Jirapreeya Buranathamawat, Jamaica Leland, Alexandra Ireland as well as Garrett White on Friday for the family BBQ. National Water Quality Initiative (NWQI) is going forward but is still within the planning phase, this step in the process should wrap up in August. Mailed surveys have started to come back in and are being reviewed and community meetings are being planned to gauge the public's interest in 4 of our 6 priority watersheds. Hannah also attended an irrigation tour with Paul and Meghan in the beginning of June.

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Randy stated that the administrative team will provide a written update going forward. This document would include updates from the District Manager, Business Manager, as well as of the Office Assistant.

Hannah mentioned that we do not have a profile for Pam Hillers on our website and would like a short bio as well as a picture so she can update accordingly.

NRCS

NRCS is continuing work on the West Bear project running the west side of the valley. This is an extremely high priority area.

RRWC Quarterly Report

Director Dean asked the board what few topics they would like to hear about from the RRWC. Director Jones asked if there was an update on the scorecard. This is still a work in progress.

Equipment Committee

Trevor reported that equipment rentals have been extremely slow and could be due to the lack of irrigation expected or received in the past.

District Funds Committee

District Manager White stated that the committee had one grant submitted for the CCP for Lower Garrison Ditch Irrigation conveyance project in the Yale Creek area which they recommended for approval. Total request is \$19,182 and it was approved by District Manager White.

Personnel Committee

Pam Hillers that the personnel committee met earlier in the month for staff performance reviews. The next personnel committee meeting will be July 6th to discuss the telework policy, Executive Director position description, as well as minor personnel policy changes to the promotion process.

Legislative Update

Director Dean stated that it is a quiet time of year. He mentioned that one of the projects that Clint has been working on, the Wildlife Habitat Conservation Incentive Program, had a hearing on June 2nd.

Strategic Planning Committee

Director Dean stated that the committee has met 6 or 7 times throughout the process. There was a lot of good productive discussion throughout the process. Director Dean reiterated that this plan's purpose is to paint the Boards direction for the staff as well as give a detailed overview of the document presented to the Board. **A motion by Director Hamann with a second by Director Hillers to approve the 2022 - 2027 Strategic Plan as presented passed unanimously.**

Budget Resolution 22-06/106

Trevor mentioned a correction on the agenda that the resolution is number 106 instead of 105. Trevor gave a brief overview of the resolution. Director Jones asked what the difference between the previous months committee meeting and the current meeting and resolution. District Manager White explained that we are required to have these meetings per budget law. **A motion by Director Niedermeyer with a second by Director Hillers to approve the Budget Resolution #22-06/106 as presented passed unanimously.**

Performance Evaluations

Associate Director Pam Hillers stated that they had met earlier in the month to discuss staff performance evaluations. Upon the personnel committee's review of the District Managers staff evaluations, it is the personnel committee's recommendation that all step and cost of living adjustment (COLA) increases for all

staff are approved. **A motion by Director Hamann with a second by Director Jones to approve all step and COLA increases for all staff to take effect July 1st passed unanimously.**

Managers Briefing

District Manager White stated the managers briefing will be changed to the administrative update going forward. An application to OWEB has been submitted for continued work in Obenchain for \$452,811. The district is now waiting to see if it will be approved. Trevor is working on the non-professional grants as contracts are coming to an end with the fiscal year. Three bids are being gathered before a choice is made. The district is also gathering bids for seal coating the parking lots as well as building a permanent office space in place of the current cubicle in the annex.

REPORTS

OWEB – Small Grant Team

Director Niedermeyer reported that they had a grant review last week for a riparian restoration area for \$8,000. Applications from the last grant cycle, OWEB didn't agree with the way it was worded and it was kicked back to the team. Total funds remaining include \$21,475 and the next cycle is September 16th – 30th.

OACD

Director Dean stated he had nothing new to report.

SWCC

Director Dean stated he had nothing new to report.

Agenda Build

Nothing to report.

Due to the lack of attendance in July, the July 20th Board meeting was cancelled. The next Board meeting will take place on August 17th, 2022.

The meeting adjourned at 5:15 pm.

Respectfully submitted by: 
Trevor Morris

Minutes approved as printed:

 Date 8-17-22

Approved as amended:

_____ Date _____

