



Jackson Soil & Water Conservation District
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MINUTES NOT FINAL UNTIL APPROVED

October 25, 2023
Jackson Soil and Water Conservation District
(JSWCD)
Board Meeting

Directors, Associates

In attendance:

Katelyn Detweiler – Director
Barbara Niedermeyer – Director
Don Hamann – Director
Ron Hillers – Director
Stan Dean Director
Nicky Webb-Smith – Director
Pam Hillers – Associate Director

Zoom:

Gordon Jones – Director Emeritus

Staff:

In attendance:

Jill Smedstad – Executive Director
Trevor Morris – Business Manager
Paul DeMaggio – JSWCD Engineer
Clint Nichols – JSWCD

Zoom:

Josh Bilbao – JSWCD
Jenna Sanford – JSWCD
Hannah Satein – JSWCD
Kora Mousseaux - JSWCD

Guests in attendance:

Ezra Huebner – NRCS

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

September Meeting Minutes

A motion by Director Hamann with a second by Director Detweiler to approve the September 25, 2023, meeting minutes. Trevor Morris stated that he had made a couple of minor changes after the minutes were sent out in the Board packet. Director Dean mentioned that Barbara had some good input regarding the Director engagement plan that was not included in the minutes. **Director Hamann withdrew the previous motion. A motion by Director Hamann with a second by Director Detweiler to approve the September 25, 2023, meeting minutes with amendments, passed unanimously.**

Treasurer Report

A motion by Director Hillers with a second by Director Niedermeyer to approve the September treasurer report passed unanimously.

Audit Presentation by Richard Brewster

Richard Brewster, CPA, presented the District's Annual Audit. He informed the Board that the District has satisfied all the required rules and regulations of the State pertaining to finances, grants, public contracting and insurances, etc. He reminded the Board and staff that he is always available for questions and/or help if needed.

Quarterly Staff Report

Jackson SWCD prohibits discrimination in its programs on the basis of race, color, national origin, gender, religion, age, disability, political beliefs, sexual orientation, and marital or familial status. (Not all prohibited bases apply to all programs.) Jackson SWCD is an equal opportunity employer.

Hannah: Hannah reported that she has been working on the Annual Report as well as the education grants program. Three projects were awarded to include Pollinator Project, Vesper Meadow, and a summer day camp at the Butte Falls Nature Center. The three grants total \$28,974.00. She has also recently completed a needs assessment in Jackson County, started SORE planning, and expanding curriculum.

Jenna: Jenna has been taking final samples out of Antelope Creek and the Joint System Canal. Most of her recent work has been in the field regarding ODA and PSP projects.

Kora: Kora is involved in a couple working group meetings (Client Assistance Program and DEI). She participated in a meeting with OSU Extension concerning an urban chapter for the Land Stewards program. Continues to work with state and local partners on PSP concerning some imidacloprid spikes off Lone Pine. The Stormwater Rebate Program is continuing to be refined. Kora has established a quarterly deadline for applications. Kora has 16 rebates currently open and 2 additional riparian grants.

Josh: Rogue NWQI grant with NRCS was approved. The Equipment Rental Program has been busy, the large drill is booked out through the end of November. Working with Rihanna Simes with Verdant Farms on a Western SARE (Sustainable Agriculture Research Education) Grant. Josh recently taught pasture management course via the land stewards at the Hillers' house.

Clint: The OWEB Post S Obenchain Fire Recovery Project on Reese Creek is finished up. Clint has conducted a lot of technical assistance in the last quarter. Clint has also taken on finding data management software to track clients in a more efficient manner.

Paul: Paul finished the 90% designs for the 7000' of open ditch that was piped at Philips Ditch in the Little Applegate. Attended and taught a Land Steward's class with Josh Bilbao concerning irrigation management at Larry Martin's property. Working with Jill to review and tally on previously funded projects over the past 5 years. Paul is testing ways to complete metrics and associated outcomes.

Trevor: Trevor has been devoting his time to the Annual Financial Audit in recent months. He attended the OACD annual conference in Redmond Oregon along with Jill, Director Dean and Director Baratta.

Jill:

Jill reported that Josh will be at the next board meeting presenting more information concerning NWQI. She attended OACD and took home some valuable information. She stated that she had a conversation with Paige Pruitt who mentioned that Clint has been outstanding on multiple projects including the Gold Hill Sports Park. The staff working groups are moving along nicely.

Barbara requested a list of staff names and job titles be added to the quarterly document.

Pam suggested an annual report to the county ie: how many people do we serve? What grants are we getting? What are we using them for? What partners do we work with?

Barbara inquired about written receipts as documentation and noted that it needs to be added to policy. Nicky would like to see a proposal at the next board meeting as to how credit cards and receipts will be handled.

Partnership Reports

Director Dean stated that the RRWC has taken over the Valleys of the Rogue Watershed Council last winter. Last month, RRWC hosted an event in Rogue River to build some connections in the area.

Ezra reported they are taking a strategic approach to their projects to include Little Butte and West Bear. Deadline for applications in those project areas is November 17th.

Personnel Update

Director Dean discussed the 6-month performance review for the Executive Director. Director Dean would like to meet with Jill and go over some accomplishments, goals, and challenges for her mid-year review. Director Dean mentioned that he and Jill could create a review to use in the future. The Board agreed.

Legislative Update

Director Dean gave an update on the Director eligibility requirements and some of the changes that took place. Due to the changes, Zone 3 Director Webb-Smith is no longer eligible to serve on the Board as a zone Director. The Board discussed recruiting a zone 3 member.

OACD Board Elections

Two at large positions were voted on. After short discussion the following motions took place:

There was a motion by Director Webb-Smith with a second by Director Hamman to vote for Whitney Collins passed unanimously.

There was a motion by Director Niedermeyer with a second by Director Hillers to vote for Stan Dean and Jan Lee passed unanimously.

Board Engagement Plan Resolution 10-23/112

Director Dean and Executive Director Smedstad made changes to the Board engagement plan and sent the revised document to the board. The new resolution deletes three previously outdated resolutions. **A motion by Director Hamann with a second by Director Hillers to approve resolution 10-23/112, with the Executive Directors amendments, passed unanimously.**

REPORTS

OWEB – Small Grant Team

Director Niedermeyer had nothing to report.

OACD

Stan, Trevor, Frank, Jill and Gordon all attended the OACD Conference.

SWCC

Director Dean reported that the end of the conference was the SWCC meeting. He compiled his notes and will get them to the Board in the next packet.

Other Business

Director Dean stated that we should have an update on Internal Controls as well as a report with the County at the next meeting.

The meeting was adjourned at 5:59 pm.

Annual meeting

Stan brought meeting to order at 6pm

Barbara first approve last year/katelyn second. Passed unanimously

Financial audit ron 1st nicky 2nd passed unanimously

Respectfully submitted by: Trevor Morris
Business Manager

Minutes approved as printed:

_____ Date _____

Approved as amended:

_____ Date _____