



Jackson Soil & Water Conservation District  
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**MINUTES NOT FINAL UNTIL APPROVED**

July 21, 2021  
Jackson Soil and Water Conservation District  
(JSWCD)  
Board Meeting

**Directors, Associates**

Allan Campbell – Director  
Stan Dean – Chair  
Don Hamann – Director  
Ron Hillers – Secretary/Treasurer  
Gordon Jones – Director  
Barbara Niedermeyer – Vice Chair - Absent  
Nicky Webb Smith – Director - via ZOOM  
Pam Hillers – Associate Director

**Staff & Guests**

Randy White – District Manager  
Markie Germer  
Trevor Morris  
Via ZOOM:  
Karelia Ver Eecke  
Jenna Sanford  
Paul DeMaggio  
Kora Mousseaux  
Megan Montgomery  
Bob Jones - Rogue River Watershed Council (RRWC)

Board Chair Dean called the meeting to order at 4:00 pm. followed by the Pledge of Allegiance.

**ADMINISTRATION**

**Agenda**

District Manager White asked to change the SIA action from *Informational* to *Decision* under Old Business and to add the topic of a potential MOU with Two Rivers Soil and Water Conservation District (TRSWCD) under New Business for a decision.

**Minutes**

**A motion by Director Campbell with a second by Director Hillers to approve the minutes from May 19, 2021, with a change to the topic under Updates (Page 3) from *Legislative Committee to Legislative Update*. The motion passed unanimously.**

**Treasurer's Report**

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

**Quarterly Financial Report – Budget vs Actual**

District Manager White pointed out that under line item 4001, ODA, the report shows \$14,580.20 under budget. These funds were received after June 30<sup>th</sup>, the end of the fiscal year. Also, under 4004, these monies were ear-marked for the ODA PSP festival which did not happen. Under 4820, Prior Years Property Tax, the District received more taxes than anticipated. Under line item 5099, (vacation, sick, and holiday) this is not a budgeted item, although it does show in quick books and is absorbed into salaries. Line item 6021, District Funds Previous, shows a budget of \$231,390 and only spent \$43,728.84. District Manager White explained that there will always be a discrepancy due to grants that roll over into other fiscal years. Some grants are for 2 years, some receive extensions, and the budget is a good estimate. Director Jones asked about Line item 6001q under contracted services. This is a five-year contract, and the contractor has brought in over \$2 million for work done in the focus area. This contract has one more year left of the five-year contract and it was just renewed and signed for the new fiscal year.

### **Staff Success Stories**

District Manager White asked both the Board and Staff on how they would like to use this time now that the Quarterly Report has been activated. Would the Board like to hear from a staff member on a special project instead of all the staff reporting? Director Dean likes to hear what staff is doing but maybe one or two staff members at a time. Director Jones would like to hear from staff members but not all of them every month. Staff can make the decision at their staff meetings on who will give a report at the next board meeting. Karelia said thank you and good-bye to the Board. Friday will be her last day of work. She has decided to stay home and care for her two young daughters. Paul reported on the Board Tour last month out at the Medford A and M Project part of the Bradshaw Drop project in the priority area in Little Butte Creek. Meghan reported that she and Clint have been brainstorming on how best to move forward after the Obenchain and Alameda Fires. They have submitted a pre-application grant application which they will talk more about at next Board meeting. In parallel to the grant application, they convened a meeting with 18 stake holder groups or representatives about developing a project in the greater Butte Falls area in the Butte Falls Watershed. From Highway 62 in Shady Cove to Big Butte Springs is the initial starting point to bring all the different entities that are involved in forest management and wildfire risk mitigation. And create a long-range plan for fire drift mitigation, structure protection and forest health via a number of different forest fuels treatments.

### **Quarterly Staff Reports**

The Board gave suggestions on how they would like to see the report. Acronyms would be appreciated. Eliminate the Scope of Work tasks. Have clear headings. Identify people by name, title, and organization. Use third person throughout the report. Standardize the lead in for each project: -project title, key staff involve, project description and purpose, project status. Group projects into major headings.

### **UPDATES**

#### **Building Update**

District Manager White will be looking into a handrail for the outside cement steps on the South 1<sup>st</sup> Street side. The landscaper will subcontract with an arborist to remove the trees out front.

#### **Equipment Committee**

Trevor reported that the committee met and decided to purchase a small utility trailer to haul the dew drop drill and have it available for the fall planting season. He and Director Jones met today to discuss purchasing a weed wiper. They will pick out one and Trevor will contact another conservation district that has one to discuss the pros and cons.

#### **District Funds Committee**

District Manager White reported that two District Funds Applications were submitted and approved. They both are under the Education and Outreach section. One is for the RVCOG Salmon Watch Program, and the other is for the Alameda Fire signage to inform the public regarding fire precautions.

#### **Personnel Committee**

Pam reported that the committee met to discuss and review the succession plan for when the Administrative Specialist and the District Manager retire. The committee decided the first priority was to send out a job announcement for the Education Outreach position. The next priority was to develop a position description and hire as soon as January to coordinate with the Administrative Specialist, who will start working half time until finally retiring in June of 2022. They also discussed how the District Manager's position could change and shift some of the responsibilities to include a Business Manager position as well as a District Manager position. District Manager White reported that the Education Outreach position has been posted in many places including OACD, NACD and OSU.

#### **Legislative Update**

Director Dean reported that the wildfire omnibus bill passed. It is 40 to 60 pages long. Next step is to implement the bill through the rule making process. This will include new grant programs. There will be new definitions on the wildland urban interface and new statewide maps. OACD is putting together "what's coming next" regarding regulatory actions involving the bill. Megan would like to offer input when appropriate. There will be workshops for gathering input from local communities.

Before COVID, Randy and Stan met with Legislators Jeff Golden and Pam Marsh in a “meet and greet” setting. Both Legislators have been influential in the conservation world. Director Dean would like to start this again and asked any Board member who wants to be involved to let him know.

## **NEW BUSINESS**

### **NRCS Memorandum of Agreement (MOA) – Letter to Ron Alvarado**

District Manager White said that he mailed the letter to Ron Alvarado and Heather Medina Saucedo on June 24th regarding the concerns the district has with the MOA. Jan Lee, from OACD is going to share the letter with her board. District Manager White has not heard back from Ron, but will contact him in a week or two and find out if he is planning to dismiss the letter or is he taking the district seriously.

Director Dean stated that when there are action items on the agenda, he does not want to start with a motion because sometimes the Board is not ready to make a motion until there is some discussion presented on the topic. He is changing the order of business as follows: the item comes up, then there is a presentation/discussion, then a motion is made, and then the Board can discuss more and/or make a decision.

## **SIA**

District Manager White is proposing to discontinue the SIA in the Applegate. Staff has been working on this since February of 2019. The first set back was COVID. Staff was not able to go meet landowners to inform them of the SIA. Then ODA sent out landowner letters informing them of possible ag water quality regulatory violations which might have put off landowners. The district put together a virtual open house with a video about who we are and how other organizations are involved in the SIA program. Then there were the Obenchain and Alameda Fires creating a large workload for staff. Staff did come up with a community-based process by sending out surveys to landowners. Janell Dunlevy said that this had little impact perhaps due to much landowner turnover recently. District Manager White recommends that Board make a motion to discontinue the Applegate SIA.

**A motion by Director Hillers with a second by Director Campbell to instruct the District Manager to enter discussions with Applegate Partnership and Watershed Council (APWC) and Two Rivers Soil and Water Conservation District (TRSWCD) to formally request that ODA discontinue the “Applegate Strategic Implementation Area – Phase One” and give the District Manager authority to negotiate and sign any documents with ODA and OWEB related to this matter.** A discussion followed. District Manager White stated that there have been no funds received or requested from OWEB for this grant. All staff time has been used toward match. **The motion passed unanimously.**

Staff dismissed at 5:00 pm.

## **AD-HOC Climate Committee Report**

Director Dean said the Board should be educated on climate change as it is related to conservation. He proposed that the Climate Committee work to identify some speakers that could come to the board meetings and spend 45 minutes on informational presentations on climate change. He suggested three different types of presentation. First, a very general basic science presentation regarding climate change. Then one for forest land and one for agriculture lands. This should help the Board adapt climate change to the district’s strategic plan. Both Directors Webb-Smith and Hamann thought this was a good idea.

## **JSWCD Strategic Plan**

District Manager White stated that the current five-year plan goes to 2024. But he thinks the board should review this much sooner. He suggests the board form a committee to tackle changes to the Strategic Plan. Director Dean suggested that the committee critique the Strategic Plan first. Director Hamann suggested that the speakers on climate change be one after another. There were several ideas on how to proceed. The Strategic plan had a lot of input from the staff and District Manager would like to have them involved with the new one. District Manager White will ask staff who would like to be involved in this committee. Next month, the Board will decide who would be on the committee. Director Jones would like each staff member to give him a list of their top ideas for the Strategic plan in regard to Climate Change.

**MOU with Two Rivers Soil and Water Conservation District (TWSWCD)**

District Manager White explained that the Two Rivers Soil and Water Conservation District’s District Manger is having health issues and ODA suggested that perhaps the district could help Two Rivers with some of their projects dealing with the Applegate ODA IGA SIA.

**A motion by Director Hamann with a second by Director Jones to give the District Manager authority to develop, negotiate, and sign a MOU between JSWCD and TWSWCD based on the results of the collaboration between the board chairs and ODA staff, allowing JSWCD administrative and field staff to support TRSWCD project and activities, utilizing TRSWCD ODA SOW funds.** There was much discussion with several board members questioning why the district would want to do this. Also, it was imperative that the TRSWCD Board Chair and the rest of the Board at TRSWCD show a real commitment for this proposal. **The motion failed.**

**A motion by Director Dean with a second by Director Webb-Smith that District Manager White work with Two Rivers Chair Board and ODA to set up high level board discussions regarding cooperation between the districts passed unanimously.**

**REPORTS**

Manager’s Briefing

An updated manager’s briefing was handed out with an organizational chart for the future.

**OACD**

Director Dean reported that OACD has scheduled their conference for November in the Redmond area. It will be an in-person meeting.

**SWCC**

Director Dean said the next meeting is scheduled for August.

**RRWC**

Bob Jones reported that the new Education and Outreach Coordinator for the watershed council will be starting August 2<sup>nd</sup>. He also reported that years ago, the watershed council started the BottleDrop Program. This is where empty cans and bottles are collected and recycled. The watershed council usually makes about \$1200 to \$1400 per year participating in the program. In June they were selected by Containers for Change which is part of the BottleDrop Program and awarded \$2500. They also wrote an article about the watershed council. The watershed council received some good publicity from them with a public service announcement (PSA).

**Agenda Build**

Director Jones wanted to talk about the current drought situation in the valley and that the irrigation districts will be out of water before the end of the month. In the 20-year Strategic Plan question: What is the district’s role in asking the question about sustainability of irrigated agriculture and antiquated infrastructure. He questioned the projects of 10 acres with a 20% efficiency when there is no water at all. Director Dean suggested that it should be put on the agenda for the next meeting to have an in-depth conversation. Bob Jones commented that when the three irrigation districts actually make a commitment to solve the water problems, they can find the funds through the government. But the irrigation boards need to step up and make a commitment.

The meeting adjourned at 5:59 pm.

Respectfully submitted by: Markie Germer

Markie Germer

Minutes approved as printed:

Alan Dean

Date 10-20-21

Approved as amended:

\_\_\_\_\_ Date \_\_\_\_\_