



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

December 21st, 2022  
 Jackson Soil and Water Conservation District  
 (JSWCD)  
 Board Meeting

<p><b>Directors, Associates</b>  <b>In attendance:</b>          Stan Dean – Chair          Ron Hillers – Secretary/Treasurer          Barbara Niedermeyer – Vice Chair          Pam Hillers – Associate Director          Don Hamann – Director          Gordon Jones – Director          Nicky Webb Smith – Director          Allan Campbell – Director  <b>Excused:</b>          Gordon Jones</p>	<p><b>Staff:</b>  <b>In attendance:</b>          Randy White – Executive Director          Trevor Morris – Business Manager          Meghan Montgomery – Agriculture Resource          Conservationist</p> <p><b>In attendance via zoom:</b>          Hannah Satein – Education and Outreach Coordinator          Jenna Sanford – Stewardship Monitoring Coordinator          Kora Mousseaux – Community Water Resource          Conservationist          Paul DeMaggio – Soil &amp; Water Conservation Engineer</p> <p><b>Excused:</b>          Clint Nichols – Riparian Resource Conservationist –          Excused          Kim Ingram – Office Assistant</p>
<p><b>Guests:</b>  <b>In attendance:</b>          Commissioner Roberts          Frank Baratta  <b>Zoom:</b>          Katelyn Detweiler</p>	

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

**Preview Agenda**

Director Dean started the meeting with introductions.

Director Dean mentioned that Randy would like to add signatory authority for OWEB grant agreement under action items.

Director Dean introduced Frank Baratta who gave a brief overview of himself and his experiences.

**Consent Agenda**

**A motion by Director Hillers with a second by Director Hamann to approve the November 16th, 2022, minutes as amended, and the October treasurers report passed unanimously.**

**Annual Meeting Consensus**

There was consensus from the Board that the October 19<sup>th</sup> Annual Meeting minutes had minor corrections and will be approved at the next Annual Meeting.

## **Staff Reports**

Paul reported that he has been working on three separate projects to include Phillips Ditch Upper Pipeline project in the Little Applegate. Landowners are reducing their water right from 1/40<sup>th</sup> of a CFS to 1/80<sup>th</sup> to help pay for a little more than a mile of pipeline. The second project is in Yale Creek, where 800 feet of 12" pipeline has just been installed.

Hannah reported that she has been working on SORE. She has drafted all five tests and can focus on coordination coming into the new year. She attended a training in Salem for Oregon Envirothon current issue training. Hannah, with other staff, cleaned outdated items from the storage unit as well as restructuring and updating her education grant program.

Kora reported that she went on four site visits concerning water conservation as well as grant management. There is a PSP data review meeting in January. Kora met with some SOU students that were working on a project in their class. She was able to help them with xeriscaping techniques.

Meghan reported that she has been busy with Post fire fuel treatment work on the Obenchain fire footprint. She has met with many landowners and has been writing prescriptions. Inventory is starting in late December. She has also been working with Sustainable Northwest (SNW) and the NRCS State team to get information to help finalize the replanting in the fire footprint. This is five million dollar grant over five years and will be ran through Rogue Basin Partnership.

## **Administrative Update**

Executive Director White reported that we had received the first application for the agriculture position today. He also asked the Board for authority to use the \$50,000 of District Funds, mentioned in the April 2022 minutes, using an agreement and not a District Funds application. These funds are for the Obenchain fire footprint and would be used alongside the 173,000 from ODF. **A motion by Director Hamann with a second by Director Hillers to give Executive Director White the authority to include \$50,000 of District Funds in a non-professional service agreement to start work on the South Obenchain Forest Resiliency and Wildfire Risk Reduction project, ODF grant 4SFG 01-02, passed unanimously.**

Trevor reported that he has started transitioning some of the grant tracking into QuickBooks. This will enable specific reports to be pulled on internal and external grants.

## **RRWC**

Director Dean reported that they are continuing to do great work.

## **Wildlife Habitat Conservation Management Program**

Director Dean wanted to update the Board as well as Commissioner Roberts on this program. Director Dean reported that this is a program that is in statute for ODFW. It would potentially give a tax break to individuals who are actively managing a conservation and/or wildlife project. The Counties have to approve to have that program filed in their County. This is why Director Dean believes it is important for Commissioner Roberts to know about it.

## **Equipment Committee**

Trevor reported equipment rentals have slowed down. Executive Director White and himself purchased a 6'x12' trailer to haul the Dew Drop Drill.

## **District Funds Advisory Group**

No update

## **Personnel Committee**

No Update

## **Legislative Update**

Director Dean reported that things are starting to pick up, and they are getting a feel for what is coming through legislation. There was a piece of legislation on soil health that came through December 20<sup>th</sup>. There is also a bill that implements the Oregon Global Warming Commission Natural Working Lands. This was run in the short session last year. It has been reworked and looks much stronger. Oregon Agricultural Heritage Program is looking to get more funding as well. Lastly, Director Dean is fairly certain that a bill will get introduced on Director eligibility.

## **CDS SNW Grant Signatory Authority**

Executive Director White explained that this grant is from SNW coming to the District to have staff or contractor help support communities to adapt to wildfires and increase resilience. Depending on circumstances, Executive Director White and Business Manager Morris will work with legal counsel and Rick Brewster to ensure the funds are brought in and distributed in accordance with the budget. **A motion by Director Webb-Smith with a second by Director Niedermeyer to give Executive Director White signatory authority for the CDS SNW as well as any associated documents and resulting contracts passed unanimously.** Meghan asked the Board if it is possible to get Board approval on a project or grant agreement, in a more timely manner than waiting until the next Board meeting. Some of these projects are significantly delayed if they are received immediately after a Board Meeting. Director Dean suggested that we try to present these items as soon as we know, so that the Board can discuss and potentially pre-approve, prior to the agreement being received.

## **Internship Policy Resolution 22-12/108**

Executive Director White gave a description of the changes that have taken place since the last meeting. Many of these changes were suggested by Legal Counsel. **A motion by Director Niedermeyer with a second by Director Webb-Smith to approve Internship Policy Resolution 22-12/108 with minor corrections, passed unanimously.** A space was needed between two words on the 2<sup>nd</sup> page of the document.

## **Position Statements Resolution 22-12/109**

This document was reviewed by the Board and brought back at this meeting. Director Dean opened up the meeting for discussion. There was no comment by the Directors. **A motion by Director Hillers with a second by Director Hamann to approve Position Statements Resolution 22-12/109 passed unanimously.**

## **Committees and Advisory Groups**

Executive Director White asked the Board to consider which committees they would like to participate in. Committees will be decided at the January 18<sup>th</sup>, 2023, Board Meeting. Director Dean mentioned to consider if there are committees that we no longer need or additional committees that would be beneficial to the District.

## **Director Training**

Executive Director White mentioned to the Board that there is a regional Director Training taught by Eric Nusbaum with ODA, on February 22<sup>nd</sup>, 2023. This would cover roles and responsibilities as well as other Board specific knowledge.

## **Oregon Paid Leave**

Executive Director White and Business Manager Morris gave a brief overview of Oregon Paid Leave to the Board. Currently, the District is not required to pay the .4% portion as they are under 25 employees. The

Board agreed not to elect to pay the portion and asked Executive Director White to inform the Board if he felt that the District should in the future. Director Dean mentioned that this is a hit to staff members that are required to pay the .6% out of their paychecks. Executive Director White mentioned that this has been brought up and could be offset through an increase in their insurance stipends.

**Executive Director Recruitment Update**

Director Dean reported that the ranking committee has the packets from the 9 candidates. There were 7 that followed all the instructions and met the minimum qualifications. The ranking committee will meet on January 9<sup>th</sup>, in executive session, and bring recommendations to the Board on January 18<sup>th</sup>. The recommendations will be sent out to the Board following the January 9<sup>th</sup> meeting.

**REPORTS**

**OWEB - Small Grant Team**

Director Niedermeyer reported the application window is open and will close December 29<sup>th</sup>. There was one small grant that was turned back. There is roughly \$31,000 remaining.

**OACD**

Director Dean stated that Jan Lee is retiring and they are looking for an Executive Director. This position is open until filled.

**Agenda Build**

Director Dean and Director Niedermeyer suggested that we add Strategic Plan Updates, swearing in of new Directors, election of Officers, reappointment of Associate Directors and Director Emeritus to the January 18<sup>th</sup> Board Meeting agenda.

The meeting adjourned at 5:39 pm.

Respectfully submitted by:

  
Business Manager

Minutes approved as printed:



Date 1-18-23

Approved as amended:

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