Jackson Soil & Water Conservation District
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MINUTES NOT FINAL UNTIL APPROVED

July 17th, 2024
Jackson Soil and Water Conservation District
(JSWCD)
Board Meeting

Directors, Associates In attendance:
Ron Hillers – Director
Stan Dean - Director
Pam Hillers – Associate Director
Maxine Cass – Director
Don Hamann – Director
Frank Baratta – Director
Katelyn Detweiler – Director

Guests/Partners
Peter Winnick – NRCS

Staff in attendance:
Jill Smedstad – Executive Director
Kim Ingram – Office Assistant
Kora Mousseaux – Community Water Resource Conservationist
Clint Nichols – Riparian Resource Conservationist
Jenna Sanford – Stewardship Monitoring Coordinator
Michael Skandalis – Forest Resource Technician
Trevor Morris – Business Manager (Zoom)
Josh Bilbao – Agricultural Resource Conservationist
Paul DeMaggio – Water Resource Engineer
Meghan Montgomery – Forest Resource Conservationist

Director Dean called the meeting to order at 4:00 pm followed by introductions.

Director Dean stated the Executive Director Smedstad requested that we move the CAP program to beginning of the action items.

June Meeting Minutes
A motion by Director Hillers with a second by Director Baratta to approve the June meeting minutes as presented passed unanimously.

Treasurers Report
A motion by Director Hillers with a second by Director Hamann to approve the Treasurers Report passed unanimously.

SWAT (Student Watershed Assessment Team) Presentation:
The Student Watershed Assessment Team developed a recorded presentation to present to the Board due to them not being able to present in person this year. The team presented their successes and work done throughout the year. JSWCD supports the SWAT team through an IGA (Intergovernmental Agreement) up to $10,000 annually. A final report was provided to JSWCD with more details of their specific projects.

Partnership Reports:

Rogue River Watershed Council
Director Dean stated that there was a handout for the RRWC report handed out at the beginning of the meetings. On July 29th, RRWC is having their bacterial sampling team conduct E. Coli sampling on Elk Creek and the South Fork of Little Butte Creek. The team consists of RRWC Board Members lead by Executive Director Brian Barr.

NRCS
Peter Winnick shared that NRCS has been busy as they near the end of their fiscal year. They are working to finish their financial assistance contracts in the Greenspring's area. In the West Bear project area, NRCS has been busy with IRA (Inflation Reduction Act) work as well as initiatives relating to local food and food system resilience, spreading across roughly 35 landowner contracts. NRCS is starting to open cycles for the following year. Peter also shared that they have a Forester on staff now which is extremely helpful.

Staff Reports:
Kim reported that she has been working on getting quotes for updated conference room furniture to include tables, chairs and technology. She has been assisting staff with multiple projects including mailings, phone calls, and miscellaneous staff needs.

Paul reported he recently did a presentation at the Connect conference about OWRD allocation conserved program. The presentation was well attended. He also participated in the SORE event recently. The Phillips ditch project was completed before the end of the fiscal year. Directors Cass and Dean were able to take a tour and witness some of the work happening on site. Additionally, NWQI has also been a recent focus as he meets with landowners in the Yankee Creek area.

Michael reported that he has been onboarding the past couple weeks. He has completed several site visits in burned and unburned forests. He has also been reading about current and past projects, meeting existing partners, and having field days with JSWCD staff to understand the larger picture.

Josh reported that he has finished his level 1 conservation planner course with NRCS which is one step closer to earning job approval authority through NRCS. There is a level 2 course in Idaho in September that would complete the process. He also stated that he recently narrowed down the equipment available to rent, largely due to the lack of interest in multiple pieces. He will be conducting a needs assessment for the equipment rental program to determine the needs of residents within Jackson County.

Kora reported that she has been conducting PSP sampling. The Lone Pine site, where imidacloprid was prominent recently, has received some extra reconnaissance sampling to help narrow down where the pesticide originates. She also has started four rebates for her stormwater rebate program. Kora has been involved in multiple working groups as well as the hiring process for the Outreach and Engagement Coordinator position.

Jenna reported that she has been conducting water sampling to include PSP, ACWQM, and joint system canal monitoring. She has had a couple field days with Clint to his riparian sites and how his monitoring protocol is being done. Jenna also tabled the wildlife ecology station at the SORE event. She has been researching Aquarius time series software which could potentially manage all of our monitoring data in a

much better way. She has been working on the Metrics and Monitoring committee as well as the DEI committee recently as well.

Meghan thanked the Board for their support in hiring a Forest Resource Technician. Meghan has spent a lot of time in the past month offloading information and onboarding Michael to take over some of the Forestry related tasks managed by the District. She has spent a lot of time in the field doing site visits, inventory and protocol to ensure strong post fire restoration plans. Meghan also served on the Outreach and Engagement Coordinator hiring committee.

Clint reported that he has been working on monitoring protocols for the post fire project on Butte Creek. Later in the quarter he worked on the Riparian Restoration Rebate program. This is small acre restoration program (1 acre or less). The program has been put on pause during the fire restoration period. He has received 8 applications covering around 3 acres total. The locations are scattered throughout the county. Total acreage of pending or completed riparian restoration work totals roughly 8.5 acres. Lastly, Clint has been the lead on client management software, referred to as CATS. The District is transitioning all of its clients data into the software going forward as well as backlogging clients. This has been a huge lift for the District as a whole. CATS also is a program developed by another SWCD who has graciously shared the technology with JSWCD, resulting in a no cost upgrade to the District.

Admin Report:
Executive Director Smedstad reported that the Outreach and Engagement Coordinator position closed on the 16th, with 20 applicants at close. There are several strong applicants with various backgrounds. The committee will review the applications and interview in the next couple of weeks with an early September start date. Jill chatted with Amy Wilson, who attended a Board meeting a few meetings ago, to follow up on the watershed friendly stewardship program and how the District could support the program. At this time, Amy was going to re-evaluate how she may launch the program and will reach out in the future if needed. Executive Director Smedstad also followed up on the request of looking into District sponsored health insurance for staff instead of the current stipend. After an internal survey and cost of rates, it was decided that the current stipend will be kept going forward at this time. An option for individual staff to opt in to employer sponsored health insurance will be considered and potentially offered in the future at the employee's discretion. The audit has begun, Trevor and Kim have been getting documents together for Brewsters. The audit will be presented at the October Board meeting.

Director Dean stated the Quarterly report continues to improve with each quarter. He finds the report very helpful and the changes that have been made over prior iterations. Director Baratta also stated that the entire packet was organized and really nicely put together.

Conservation Assistance Program (CAP):
Director Dean introduced the CAP program which was brought to the previous meeting. Executive Director Smedstad gave a presentation to further explain the ins and outs of the Conservation Assistance Program. A deeper dive into the reasoning for the changes and how CAP will work in the future, was shared with the Board. Paul and Kora, as members of the CAP committee, also shared information regarding the reasoning for changes made for the upcoming fiscal year. **A motion by Director Cass with a second by Director Detweiler to approve the Conservation Assistance Program July 2024 Update as presented passed unanimously.**

Updates to JSWCD Personnel Policy:

Director Dean introduced the updates to the Personnel Policy, specifically the salary supplement. He gave a brief background on the bonus to the Board. Previously, the performance award was characterized on performance, but there was no criteria to justify that decision. Over the years, it became a bonus that every staff member received, resulting in it not being treated as a discretionary process. Director Dean had an issue with the way it was handled as it was essentially being given to all staff, but not advertised as a benefit or a part of their salary. As a salary supplement, it is decided that everyone will receive it annually. All amounts are the same across all staff, although prorated based on hiring date in the initial year of service. Executive Director Smedstad also shared a brief history on the topic. **A motion by Director Detweiler with a second by Director Hamann to amend the personnel policy as presented passed unanimously.**

Legislative Updates
Director Dean stated that it has been pretty quiet lately. He stated this fall it may be good to sit down and chat with the legislators again. He will reach out to Executive Director Smedstad when that happens.

OACD
Director Dean stated that OACD is starting some strategic planning. In a couple weeks he has a two-day meeting up in the Dalles. Overall, he doesn't think there will be any drastic changes.

SWCC
Director Dean stated last week he went down to a meeting in Curry County, despite him not being a commissioner anymore. Bob Webb is the new commissioner replacing Stan Dean. He is a forester in Illinois Valley.

Agenda Build
Public Meeting Policy and Training
Dispute Resolution Policy Update
Wildlife Habitat Conservation Management Program

Public Input
Nothing to report.

The meeting was adjourned at 5:58 pm.

Respectfully submitted by: _____
Business Manager
Minutes approved as printed:

_____ Date _____

Approved as amended:

_____ Date_____