

# **SAN JUAN ISLANDS CONSERVATION DISTRICT**

## **Regular Monthly Meeting of the Board of Supervisors**

**February 26, 2020**

**Location:** San Juan Islands Conservation District

### **In Attendance**

**Supervisors:** Deanna Eltinge, Vicki Heater

David Bill, Lynn Bahrych, Bob Gamble (via Internet)

**Staff:** Mike Ramsey, Phyllis Clem, Erin Licata, Libby Valluzzi,

Matt Claussen

**Partners:** Jean Fike, WSCC Puget Sound Regional Manager, Sarah Tanuvasa, NRCS

## **MEETING SUMMARY-Final**

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Vicki Heater convened the meeting at 11:35 am.

In the interest of time, Cost Share Projects Review and Farm Planning Survey will be limited to the information sent out prior to the meeting.

“Actions” and “Next Steps” will be noted in the meeting notes going forward.

Lynn made a motion to approve a letter to Bob Brunkow, accepting his pro-bono services in creating a business plan for the district. David seconded the motion. Motion passed.

**ACTION:** Vickie will be sending the letter and sending a copy to Phyllis.

### **January Meeting Summary and Review:**

Deanna helped with the appropriate wording to amend the notes for the Executive Session.

Lynn moved to approve the January Meeting Summary as amended. Deanna moved to second. Motion passed.

**Financial Statements and Review:**

**ACTION:** Description lines for deposits needed in Bank Reconciliation (no blank lines). Phyllis to follow up with Shannon.

David moved to approve the Bank Reconciliation. Bob moved to second. Motion passed.

David moved to approve Credit Card detail. Deanna moved to second. Motion passed.

**ACTION:** Matt will provide water sample information to Board.

David moved to approve the January Financial Statements. Bob moved to second. Motion passed.

**Partner Reports - Sarah Tanuvasa, NCRS:** Updates on EQIP deadlines, Evaluations and EQIP and CSP programs. Sarah showed program chart and explained selection process.

**ACTION:** Mike requested a link to the Program chart from Sarah. Mike would like to post this link on our website for producers to learn what programs are available.

**ACTION:** Lynn will keep us informed of news from Soil Health Committee which concludes its final round of grants as of Oct. 1, 2020.

**Jean Fike, WSCC:** April 14<sup>th</sup>& 15<sup>th</sup> – Budget Development Meeting in Ellensburg.

CAPP is due earlier this year.

**Program Reports:** Mike gave Program Reports. List Attached.

**ACTION:** Mike will email his February program reports to the Board Members after this meeting.

**YCC 2020 Program – Update and Discussion:** Erin presented a multi-faceted spreadsheet outlining the YCC budget information and options for a 2020 9-week program, 8-week program and 7-week program. Discussion of options and fundraising needed for 9-week program.

Lynn moved that the 9-week program be approved. David seconded the motion. Motion passed.

**ACTION:** Erin will send the spreadsheet which includes the fundraising suggestions to the Board.

**ACTION:** Erin will send the Advisory Committee proposal to the Board.

**CD Budget Review – Update and Discussion:** Whidbey Island sent a copy of their budget tracking spreadsheet and agreement was reached that it was a good way to be kept more up to date on a monthly basis.

**ACTION:** Mike will prepare spreadsheets for annual budget to be used for monthly reporting.

**ACTION:** Erin will look for a smaller or less expensive storage solution for YCC-Orcas.

Agreement on approving an annual budget in June for the new fiscal year beginning in July 2020.

**Public Comments:** No public in attendance.

**Executive Session – ED Annual Evaluation Criteria:**

Supervisor Chair Vicki announced at 1:35 pm the board will convene into an Executive Session per RCW42.30.110 (g) to evaluate the qualifications of an applicant for public employment or to review the performance of an employee. She stated the session is expected to last 2 hours.

The Executive session ended at 3:04pm.

Action taken: Lynn moved, David second.

Vicki and Deanna present the list of goals for the executive director to Mike with a follow up evaluation of progress on these goals scheduled for July, 2020.

All in favor.

Lynn moved, Deanna second.

That the Board hold an executive session with Mike at the March meeting to present the Executive Director Performance Evaluation, 2018-2019.

All in favor.

**Meeting Adjourned at 3:10 pm.**

**The next Board meeting will be March 25, 2020.**

**SJICD Board of Supervisors Meeting  
February 26, 2020  
ED Update**

**Funded Projects/Programs:**

- Farm Planning
  - We have 14 cooperators on the waiting list for plans.
  - The planners are working on three Farm Plans now.
- Energy Conservation and Education
  - Ryan is working on Transition San Juan, Orcas, and Lopez for sustainable energy and ecosystem health.
- Volunteer Stewardship Program
  - Three producers have requested to join the VSP Work Group.
  - Planners working on Individual Stewardship Plans.
  - Seven of 21 WG members responded positively to remaining on the WG.
- No-till
  - No change in status.
- DOH-NEP
  - Ongoing planning with San Juan Preservation Trust (SJPT) for BMP implementation on their False Bay Creek properties.
  - Collecting water quality samples and sending out for analysis.
- Fire Prevention and Forest Health
  - Submitted final documents to Commerce for development of agreement materials.
  - Submitted a grant application to Coalitions and Collaboratives, Inc. (COCO) for ~\$50,000.
  - Preparing WAFAC funding application materials for \$15,000 now. They requested we host a field day for the annual workshop in October.
  - Nathan attended a NW Regional WAFAC workshop on Feb. 6.

**Activities and Committees:**

- Working on staff salary range schedule for Board consideration.
- Terrestrial Managers Group
  - Planning for annual retreat March 3-4.
  - I, Kai, and Carson will be presenting a forest health update.
  - I will also be providing an eelgrass restoration presentation and update.
- Agriculture Resources Committee
  - Working on farm worker housing policy document for County Council consideration.
  - Listening Sessions scheduled for Orcas Jan. 23, San Juan Jan 29, Lopez Feb 12.
- Working with the Ag Guild Annual on a Beginner Farmer Rancher grant application including education by the district planners.

- Puget Sound CD Caucus
  - Coordinating on next round of RCPP for riparian restoration and wildfire protection.
- Awarded a \$17,000 grant from Seacology to begin seeding work in Westcott Bay this spring.