

SAN JUAN ISLANDS CONSERVATION DISTRICT

Regular Meeting of the Board of Supervisors

May 27, 2020

Location: Zoom Meeting

In Attendance (Via Zoom)

Supervisors: Deanna Eltinge, Vicki Heater

David Bill, Lynn Bahrych,

Carson Springer

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

Matt Claussen, Cathi Winings, Ryan Palmateer

Partners: Allen Chapman, WACD NW Region Representative

Public: Kai Hoffman-Krull, SJICD contractor

MEETING SUMMARY- Final

Vicki Heater convened the regular meeting at 11:30am via Zoom.

Commerce Grant Update – Presentation by Kai Hoffman-Krull: Kai gave an overview of the progress being made on the components of the Commerce Grant. Much of the work is data collecting and documentation of current conditions. Once this is established, more funding options will become available. Kai has so much more to report so he will be invited back to another meeting.

May 1 Meeting Summary – Action Item: David moved to approve the May 1 meeting summary. Lynn moved to second. Motion approved.

April 24 Executive Meeting Summary – Action Item: Deanna moved to approve the April 24 Executive meeting summary. David moved to second. Motion approved.

April Financial Statements Review – Action Item: David moved to approve the April financial statements. Deanna moved to second. Motion approved.

Action: Phyllis to report on why Ryan Palmateer had 180 hours worked in April.

David moved to approve the Bank reconciliation. Deanna seconded. Motion approved.

David moved to approve the Credit card report. Lynn moved to second. Motion approved.

Cost Share Projects Review: - Update: Matt provided his Cost Share projects spreadsheet which was greatly appreciated for its ease of understanding. Not much has changed. More activity on the DOH-NEP projects due to the grant ending in November 2020. The Washington State Conservation Commission projects have until June 2021 to be completed. The landowners are working on their projects but not much to report currently.

YCC 2020 Season Planning and Budget – Discussion: Erin and Libby presented detailed documents outlining planning and options for the 2020 season. Work that can be accomplished is dependent on the phases of COVID-19 reopening for the county and state. San Juan County has just moved into Phase II.

Lynn moved that the YCC program adopt Plan 2 – Option B for the 2020 season. David moved to second. Motion approved.

This motion will allow the YCC program to commit to agency partners. Changes can be made on Health Risk considerations and Funding as needed.

Operating Budget – Discussion: Lynn moved to approve the Operating budget for 2020 “in concept” with YCC budget changes incorporated as presented. Deanna moved to second the motion. Motion approved.

Energy Agreement Deliverable Assignment – Action Item: Ryan presented specifics on how the Energy program hours could be distributed to other staff. Ryan noted that Kelsey Kittleson had been furloughed and would be a good candidate for working with him on the Energy program. Discussion took place and it was decided that bringing a furloughed employee back at this time was not a good decision. It was decided that the full 160 hours of the grant did not need to be fulfilled although the deliverables would not be fully met, and the money would not roll over until next year. Agreement was reached that 10 hours allocated for the Resource Managers energy outreach while farm planning would work. It was noted that this plan was to be sent to Vicki and Vicki was to present to the rest of the board. This was an action item in the last meeting. More discussion to come.

Annual Workplan Process – Discussion: Matt presented a priorities chart for the board and employees to score to help the board to make decisions as to what best

meets our mission statement and district goals. The workplan is in good shape and only needs some adjustments for the coming year. An interim board meeting is needed to work on the plan as it is due June 30th.

Partner Reports: Alan Chapman shared concerns working with the COVID-19 virus. They are planning the WACD annual meeting which will need to be a virtual meeting. They appreciate any ideas for the meeting. They also have the area meetings to plan. WACD works for the Districts and are working on a strategic plan and welcome ideas.

Public Comment: Kai Hoffman-Krull gave report.

Review of actions needed:

- Schedule work session(s) for the Annual plan
- Mike to revise budget with YCC approved budget numbers and send to Vicki and Deanna to review
- Phyllis to investigate and report on Ryan's hours for April and report to Board
- Advertise for Financial Manager
- Schedule more time for Kai to report at upcoming meeting

Phyllis' last day as an employee is Friday, May 29th. She has agreed to continue working as a contractor until she moves off island.

Next Meeting via Zoom: Wednesday, June 24, 2020 from 11:30am – 1:30pm.

Meeting adjourned at 1:35pm.