



## REGULAR BOARD MEETING MINUTES

Tuesday February 21<sup>st</sup>, 12pm  
Zoom and USDA Service Center 1 SW Nye Ave Ste 130  
Pendleton, Oregon 97801

### Call to Order – 12:07 pm

- 1) **Introductions/Roll Call:** BOD: Tom Straughan (Sec/Treas), Colin Hemphill (Chair), Andrea Mann, Tim Spratling (Vice Chair – attended via Zoom). NRCS – Tom Demianew. Staff- Kyle Waggoner.
- 2) **Presentations: NRCS** – Tom D. gave the board a brief update on NRCS activities. More CRP sign-ups will be coming soon to the county, and Tom was been working on making sure current plots are being treated for weeds. CSP sign-up will close in March, and the IRA money didn't come through so Nate is working on finding other sources of funding for future projects. The Stockwater EQIP is currently open. NRCS will test Rejuevra in a couple of CRP fields, and once done that info will be given to SWCD to fly drone plots. 3 new positions will be coming to the office, an agronomist, a small farms specialist, and an easement specialist.
- 3) **Administration:**
  - a. December and January Treasurer's Report – Motion to file by Tim, 2<sup>nd</sup> by Andrea. Unanimous. No discussion.
  - b. January Meeting Minutes – Motion to file by Tom, 2<sup>nd</sup> by Andrea. Unanimous. No discussion.
- 4) **Operations:**
  - a. Guidebook Contract Authorization – Kyle updated the Board on the current guidebook situation. Time is of the essence and not all the money is raised for the project, but \$10,000 has been committed. Kyle asked the Board if they would consider authorizing Kyle to sign a SOW with Anderson and Perry for at least \$10,000 so that they could get started. Tom motioned for the authorization, Colin 2<sup>nd</sup>. Unanimous.
  - b. Project Updates – see attached project sheet. Kyle went over the status of each and every project. Kyle expressed his frustration that McKay Creek Phase II was not recommended for funding, and Tom Straughan echoed that our Region 6 review team has gotten tougher on applications that don't completely align 100% with fish focused projects. Kyle will update the Board once he receives comments back on the project.
  - c. Long-Range Planning Presentation and Discussion – Kyle presented an attached PowerPoint covering long-range planning for the District.
    - i. Review of last Long-Range Planning session – Kyle showed the Board the last PowerPoint from the previous Long-range planning session held in 2020. Kyle remarked that it was neat to see that all the objectives that the Board discussed have either been met or are currently being worked on. The Board was most excited about the success of the service-based business model that the District had implemented and the new-found financial flexibility that was not tied directly to grants. Tom Straughan – we are pretty much on track and

- where we should be based on our last long-range planning session. Andrea – Kyle has done a good job ushering the District into where we are today.
- ii. Review of 2020-2025 Business Plan – Kyle reviewed the Business Plan (attached) with the Board and asked the Board if we were still staying the course. Besides outreach objectives which have been forever changed by COVID, the Board agreed that we were still working within our plan and had expanded our objectives to meet new opportunities. Tom – the best indicator of us sticking to the business model was the relationships and MOU's the District built through our work addressing the flooding issues in the County. Kyle then also reviewed the plan's resource concerns – no major comments or changes except Tom mentioned that the LUBGWMA is really entering a new phase and we have yet to see how exactly the role of the livestock subcommittee will contribute to the overall picture. Kyle mentioned he was thankful for Tom and Aaron for being apart of the committee.
  - iii. FY 23-24 Project Map and Future Project Trajectory – Kyle presented the future project map for the next fiscal year (attached). He highlighted that with 112% planned commitment of manager time, 28% of that was administration and hiring an admin assistant would be a major uplift. Tom – we need to make sure and get Kyle the help he needs. Kyle – with the weed collaboration grant Kyle is hoping we will have a partner opportunity with an employee of the weed department. Kyle mentioned that the District's counsel is starting work on exploring that option. Andrea mentioned that Board member succession and District communication is something she would like to see explored. Kyle gave his intention of starting up the quarterly newsletter again, and was in agreement that Board member recruitment will be a priority as he works on flooding projects.
  - iv. Future Budget/Financials/ODA Capacity Grant Review – Kyle showed that Board that at our current project income rate, we should expect \$174,000 by the end of 2023. He highlighted that this was exciting because the bank account could now sustain the District with no change in operation if the ODA grant ceased to exist for at least 2 years. Then, Kyle presented that the ODA grant had \$14,000 unallocated left that had to be spent by June. Kyle presented ideas for the Board to consider to spend the funds – the Board most liked contributing towards the Flood Stabilization Guidebook (\$5,000) and buying a Mavic M3 Drone (\$5,000). Motion by Andrea, 2<sup>nd</sup> by Tim to contribute \$5,000 towards the guidebook and \$5,000 towards a new drone. Unanimous. Kyle thanked the Board and was glad to be getting a drone with Multi-spectral imaging, which will help in future monitoring projects especially the SIA. Kyle then looked at the future ODA Grant (FY23-25), and showed that there was \$17,500 unallocated. The Board discussed different opportunities (attached in PPT), but settled on prioritizing funding for an Admin Assistant, putting dollars into project management for Echo, and giving Kyle a COLA. Andrea moved and Tim 2<sup>nd</sup> to put \$8,500 towards an Admin Assistant, \$5,000 towards Echo/General Flood Project management, and \$4,000 towards a COLA on Kyle's base pay. Unanimously approved.



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5) **Adjourn-** motion by Tom, 2<sup>nd</sup> by Colin. Unanimous. 3:04pm.

Next Meeting – March 21<sup>st</sup>, 12pm USDA Service Center and Zoom

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