

EP	OR Dept of Revenue	tax penalty payment for late payment on Sep 30 taxes due	\$50.40
EP	ADP	payroll services	\$64.76
EP	Lease Direct	copier lease	\$73.44
EP	Vanguard IRA	Simple IRA	\$537.80
		Total	\$35,349.55

The motion passed unanimously.

Old Business – Heather reported that the district was awarded \$125,900 from the **Oregon State Fire Marshal** to do defensible space and wildfire mitigation work in Hood River County. There are still a lot of outstanding questions on when and how the money can be spent. Heather will meet with Simone Cordery-Cotter from the OSFM and other partners to figure out logistics. Heather will also need to figure out staff capacity to get the work done. Heather explained some options for expanding capacity. She will update the group after conversations with partners. Heather recommends signing the grant agreement when it comes. Chuck expressed support for the program and concerns over expanded development into the wild land interface. The group discussed firewise practices and state programs. The group was supportive.

Heather reported on the progress with the logo designer Melissa Delzio. Melissa developed four different **logo designs** with very different styles. Heather reviewed them and the group discussed. Heather and Kris will take the feedback back to Melissa to rework some of the options.

Heather reported that she would like to convene a **finance committee** to discuss salaries, pay raises, salary ranges for the positions, and a health care stipend. Andrew, Pete, and Heather will form the committee and discuss options and present them to the group. The group was supportive.

New Business –

Ben moved and Brian seconded to approve Resolution 22-23_1 to hold the next **Annual Meeting** on January 4th, 2024. The motion passed unanimously. Heather will set the meeting schedule and have it for the board to review next month.

Heather presented a **slide show** of the work accomplished in the last fiscal year. She presented slides on the budget, landowner technical assistance, OWEB small grants, the PSP program, pesticide education workshops, DEQ smoke mitigation work, groundwater monitoring, NRCS updates, riparian planting program, garlic mustard, weed work, and the plant sale. She thanked the board and associates for serving and helping the district.

Informational Reports –

Carly reported that she took some vacation time this month but has been busy with various meetings, applications, and contracts. NRCS will likely have another round of sign-ups this spring. The Local Working Group Meeting will be held on January 17th 1-4pm at the USFS office in Parkdale. NRCS interviewed candidates to replace the Soil Conservationist position but have been unable to fill the position. Carly is working to finalize the Forestry CIS that Angel started before she left. She also reported that her application to the NRCS WaterSMART program for irrigation improvements in MFID was ranked highly, but funding had not yet been awarded.

Kris reported that she was out sick for two weeks and took some vacation time over the holidays. She reported the plant sale is going well and things are beginning to sell out. She also hosted a grower meeting

to ask growers what educational opportunities are missing and what would they like to have here in the mid-Columbia region.

Heather said that she hosted the Ag Water Quality Plan biennial review with ODA and reported a successful meeting. OACD is looking for a new Executive director. She is participating in the OWEB rule advisory committee to help develop new climate change requirements in grant applications.

Directors' reports –

Andrew reported that he attended the grower meeting Kris mentioned and expressed appreciation for the effort.

Chuck thanked Heather for sending on the OACD notice that contained information on statewide funding recipients.

Ben reported that he lost multiple trees in the storm.

Brian reported that EFID was awarded funding for piping projects and the Eastside Lateral Pipeline project will go out to bid. He has also began pruning in the orchard.

Permits –none of note

The next meeting will be on Thursday February 2nd at 4 p.m. held at the OSU extension office.

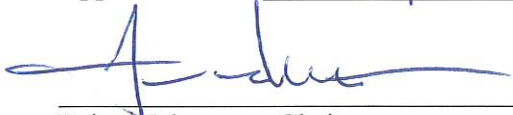
Summary of Actions Taken:

- ✓ Moved, seconded, and approved consent agenda.
- ✓ Moved, seconded, and approved to nominate Andrew to serve as the secretary/treasurer, Pete to serve as the vice chair, and Brian to serve as board chair.
- ✓ Moved, seconded, and approved to nominate Chuck Gehling and Richard Larson to serve as associate board members.
- ✓ Moved, seconded, and approved Resolution 22-23_1 to set the next Annual Meeting for January 4th, 2024.

Respectfully submitted,

Kris Schaedel, Conservation Specialist

Approved at the February 2nd, 2023 meeting of the Hood River SWCD.



Brian Nakamura, Chair

**Hood River Soil & Water Conservation District
Minutes from February 2nd, 2023 District Board Meeting**

Present: Directors: Brian Nakamura, Andrew Halliday, Pete Siragusa, and Ben Saur (zoom)

Associate Directors: Chuck Gehling

District and NRCS Staff: Heather Hendrixson, Kris Schaedel and Carly Heron

Visitors- Chal Oats, Annie Alsheimer and Les Perkins

**Note February's meeting was held in person at the OSU conference room.*

The group introduced themselves for the visitors.

Consent agenda –Pete moved, and Andrew seconded:

- To approve the minutes of January 5th, 2023, as written.
- To accept the January 2023 Profit & Loss statement and Balance Sheet as distributed. As of January 31st, the balance in the bank accounts (including the CD) was \$231,306.53. Income of 19,983.20 included: \$15,836.88 from CTWS for HRWG support, \$692.68 from HRWG for reimbursed expenses, and \$4,146.32 from plant sale preorders.
- Expenses were those authorized at the January meeting.
- To approve payment of bills #5304-5314 and bank transfers to Pacific Office Automation, ADP, and Vanguard as follows:

Bills to be Paid February 2, 2023

Check No.	Payee	Account	Amount
DD/EP	staff	staff wages and liabilities (not SIMPLE IRA)	\$10,040.10
5304	MCAREC	office rent (May 1, 2022 rate increase)	\$1,097.37
5305	US Bank	Clicktime, Zoom, Google, meeting supplies	\$206.32
5306	Century Link	Office phone service	\$190.30
5307	Heather Hendrixson	misc. expenses reimbursement	\$41.20
5308	Kris Schaedel	misc. expenses reimbursement	\$60.26
5309	Watershed Professionals Network	ODA Water Quality Support grant	\$2,286.00
5310	Hood River Watershed Group	CTWS FY 22 contract final payment	\$1,246.61
5311	Farmers Conservation Alliance	NRCS Pollinator CIG - fact sheet and story card	\$6,000.00
5312	Special Districts Insurance	2023 liability insurance	\$1,255.00
5313	Brent Barkley	website redesign - 50% down payment	\$2,940.00
5314	Pacific Office Automation	copies - invoice # 850418	\$6.23
EP	ADP	payroll services	\$64.76
EP	Lease Direct	copier lease	\$73.44
EP	Vanguard IRA	Simple IRA	\$546.60
		Total	\$26,054.19

The motion passed unanimously.

Old Business – Heather presented the group with the new **logo design** developed by the designer Melissa Delzio. Heather explained the process to the group and that they were happy with the final logo. The group was supportive.

Heather reported that the district was awarded \$125,900 from the **Oregon State Fire Marshal** to do defensible space and wildfire mitigation work in Hood River County. Heather met with Simone Cordery-Cotter from the OSFM to develop the contract and has worked with other partners on program logistics. The grant funds will be administered to the district in one upfront lump sum to accomplish the body of work. Heather also said the district will need to **hire a seasonal employee** to accomplish the work for the 2023 season. She showed the group the proposed job description. The group discussed SWCD policy and hiring logistics. The group was supportive of Heather and Kris reviewing applications and making hiring decisions. Heather is hoping to have someone hired in March and will post the position as soon as possible.

Heather reported that **the audit company RTO (previously Friend and Reagan)** rearranged their fee schedule and instead of a lump sum they have switched to an hourly rate. They estimate that it will be a similar price as last year, around \$11,000 for a full audit, but potentially a little higher. Pete moved and Andrew seconded to sign and enter into a contract with RTO to do the HRSWCD annual audit. The motion passed unanimously.

New Business –

Heather presented the **schedule for the 2023** board meetings. The meetings will continue to be held from 4-6pm on the first Thursday of the month at the OSU extension office. The group was supportive.

Heather presented the board with information collected by Gorge Grown on what other non-profits in the area are doing to compensate staff for **cost of living increases**. Based off this information and other data Heather recommends an 8% cost of living increase to SWCD staff. She also recommended a \$250/ month stipend instead of health insurance. The group discussed this, and more research is needed on using expense reimbursement to assist with health insurance premiums and related expenses. Heather will continue to research and gather information and will report back. The group discussed other options. Ben moved and Andrew seconded to approve an 8% cost of living adjustment for HRSWCD staff. The motion passed unanimously.

To put the **reserves policy** conversation into perspective, Heather ran through an early version of the upcoming budget. She is not anticipating additional ODA SIA funds next biennium. Support from the CTWS will be slightly higher next year, and the PSP grant application has been written for substantially more funds than past applications. Expected income includes revenue from the plant sale, the OWEB small grant program, garlic mustard, the Hood River Pesticide management grant, and OR State Fire Marshal funds. Heather also went over the district's expenses. This is a very early version of a draft budget. The policy is for the district to retain a 4 month operational reserve. The group discussed the reserve policy and other options. Pete recommended not changing the reserve policy at this time but revisit it at the end of the fiscal year. The group agreed.

Heather provided background for the group on the HRWG separating from the SWCD. The HRWG would like a portion of the operational **reserves** and the district needs to decide whether to pass a portion on to the HRWG in the form of a donation. A finance committee was developed comprising of Heather, Pete, and Andrew to discuss options and scenarios. Andrew outlined the \$50,000 ask from the HRWG and the reasoning behind it. Andrew also explained the need for the SWCD board to be fiscally responsible to the district. Andrew spoke about two options the finance committee came up with as a compromise on the reserves issue. The first option was to give the HRWG \$25,000. The second was to give the HRWG \$35,000 for the specific purpose of developing a monitoring strategy, with the SWCD's input, that benefits the basin. Andrew explained that option 2 helps the HRWG meet its financial needs and strengthens the OWEB FIP application and would benefit the entire basin. The group discussed the two proposals. Les spoke on behalf of the HRWG as the treasurer and explained that they would like to

receive \$50,000. The group discussed the proposals. Brian said the group was not ready to make a decision at this meeting, but the group would like to resolve the issue soon. The group agreed and will revisit it next board meeting.

Heather expressed that she is excited to have both Chal and Annie interested in the **open board position**. She said she would call each of them individually to discuss the position and gauge their interest. Then she would like each of them to write up a short statement of interest and what they would bring to the board, and the board can appoint a candidate to the position. The group discussed the value of all perspectives being on the board and the value of a strong pool of associates. Heather will follow up with Chal and Annie, and the group was supportive.

Informational Reports –

Carly reported that the Local Working Group meeting was successful and led to good discussions. She is working to finalize the forestry CIS. She has some EQIP applications for the FID irrigation upgrades, air quality, and a pollinator project. She reported that she did not get the NRCS WaterSmart grant. The extra funds went primarily to disaster relief efforts. She will make some changes and resubmit it in the spring. She participated in the OWEB region four review team site visits. She also has been participating in the pathways program committee to improve the program. She may also be getting a pathways employee to assist her in the office.

Kris reported that the plant sale is going well. She submitted a CWMA weed grant for support for technical assistance and outreach and some puncturevine pulling work days. She has been working out the logistics of the Sprayer Calibration class. She has also been working on the FIP development and hosted a grower meeting to solicit feedback on what educational opportunities are needed in the Mid-Columbia region. She and Heather worked together to develop the PSP grant for two years of monitoring, education opportunities, and capacity to begin the groundwork of a PSP strategic plan.

Heather said that there will be a burn with the air curtain burner coming up. The irrigation assessment project is moving along. She attended a legislative training and reported that there are several bills of interest to the SWCD. She also mentioned that she is participating in OWEB's Rulemaking Advisory Committee to develop climate guidelines for OWEB grants.

Directors' reports –

Ben reported that he has been busy with farm tasks.

Pete provided an update on the Kingsley reservoir in conjunction with Les.

Chuck reported that the HRWG met in January with a full board. They are reviewing salaries and are also working on the logistics of meetings happening before the presentations.

Andrew reported that he participated on the finance committee and is waiting on the snow to melt to get to pruning.

Annie reported that she is beginning work on fish passage projects along the I-5 corridor.

Chal reported that he has been busy with farm operations.

Brian reported that EFID is making progress on the pipeline project but has been delayed by weather. He is also working on pruning the orchard.

Permits –Heather explained that there is a conditional use permit to put a trailer on a property adjacent Odell Creek. She will send a standard letter on protecting water quality.

The next meeting will be on Thursday March 2nd at 4 p.m. held at the OSU extension office.

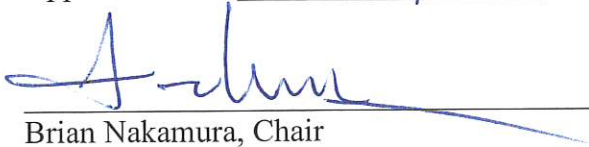
Summary of Actions Taken:

- ✓ Moved, seconded, and approved consent agenda.
- ✓ Moved, seconded, and approved to sign a contract with RTO for the HRSWCD annual audit.
- ✓ Moved, seconded, and approved to provide SWCD staff an 8% cost of living adjustment.

Respectfully submitted,

Kris Schaedel, Conservation Specialist

Approved at the March 2, 2023 meeting of the Hood River SWCD.



Brian Nakamura, Chair

**Hood River Soil & Water Conservation District
Minutes from March 2nd, 2023 District Board Meeting**

Present: Directors: Brian Nakamura, Andrew Halliday, Pete Siragusa, and Ben Saur

Associate Directors: Chuck Gehling

District and NRCS Staff: Heather Hendrixson, Kris Schaedel and Carly Heron

Visitors- Chal Oats, Annie Alsheimer

**Note February's meeting was held in person at the OSU conference room.*

Consent agenda –Ben moved, and Andrew seconded:

- To approve the minutes of February 2nd, 2023, as written.
- To accept the February 2023 Profit & Loss statement and Balance Sheet as distributed. As of February 28th, the balance in the bank accounts (including the CD) was \$229,888.34. Income of 24,735.66 included: \$22,568.59 from ODA for quarterly support, \$693.17 from HRWG for reimbursed expenses, \$1,462.69 from plant sale preorders and \$11.21 from interest income.
- Expenses were those authorized at the February meeting.
- To approve payment of bills #5315-5322 and bank transfers to Pacific Office Automation, ADP, and Vanguard as follows:

Bills to be Paid		March 2, 2023	
Check No.	Payee	Account	Amount
DD/EP	staff	staff wages and liabilities (not SIMPLE IRA)	\$10,308.88
5315	MCAREC	office rent (May 1, 2022 rate increase)	\$1,097.37
5316	US Bank	Clicktime, Zoom, Google	\$590.50
5317	Century Link	Office phone service	\$190.97
5318	Heather Hendrixson	misc. expenses reimbursement	\$1,046.93
5319	Kris Schaedel	misc. expenses reimbursement	\$44.01
5320	Meldel	logo design final payment	\$1,250.00
5321	Watershed Professionals Network	ODA Irrigation Assessment Project	\$2,064.50
5322	Pacific Office Automation	copies - invoice # 919193	\$16.36
EP	ADP	payroll services	\$64.75
EP	Lease Direct	copier lease	\$73.44
EP	Vanguard IRA	Simple IRA	\$590.32
		Total	\$17,338.03

The motion passed unanimously.

Old Business – Heather reported that the new **website** is still being worked on and should be wrapped up in April or May. Kris and Heather have had a good experience working with this website designer. Heather will keep the board updated.

Heather reported that the district was awarded \$125,900 from the **Oregon State Fire Marshal** to do mobile chipping, defensible space, and wildfire mitigation work in Hood River County. She has received the agreement and has registered with the state to receive the funds. The funds to do the work should arrive in the bank account soon. She will continue to work with Simone Cordery-Cotter (OSFM), Mount Adams Resource Stewards, and Andrew Spaeth to coordinate the efforts and the OR State Fire Marshals

office will be actively involved. Pete was curious about the county's efforts to address fire risk on their lands adjacent private land. Carly explained some upcoming efforts to mitigate fire risk through NRCS on both private and public lands.

The **job announcement** received three applications and Heather has set up interviews for all of the applicants next week. Kris and Heather will conduct the interviews. Heather will do a background check and check references on the selected candidate and hopes to have a person selected and hired quickly.

Heather would like to wait until July to make updates to the **reserve policy**. She asked the board to think about what they would like to see. It is currently four months of operating expenses. Heather will have a final draft budget in May. The group was supportive.

Andrew reviewed the two options presented last month of giving the **Watershed Group support funds** from the SWCD. Andrew explained that the proposals were starting points for discussion. Brian explained the history of the reserve accounts and credits the SWCD District managers for its existence. The group held a in depth discussion on ideas to support the HRWG. Chuck also presented his ideas representing the HRWG but acknowledges that it is a SWCD board decision. The group agreed that they would like a decision to be made at this board meeting and the issue resolved. They also acknowledged the many perspectives on assessing this issue. Ben moved and Andrew seconded to give the Hood River Watershed Group a one-time payment of \$35,000. The motion passed unanimously.

Heather stated appreciation for Annie and Cal expressing interest in serving on the **SWCD board**. Both Annie and Cal had a chance to voice their interest and what they can bring to the SWCD board. Heather will have the board vote by email and the board will appoint one of the candidates by the next board meeting. Kris expressed hope that the other candidate will consider serving as an associate board member. The group expressed gratitude to both candidates.

New Business –

None

Informational Reports –

Carly reported that she met with Heather and OSU Extension's new wildfire extension agent serving the area to coordinate efforts. She has requested additional Air Quality funds. She is developing some trainings and presented at the winter horticulture meeting. Carly also mentioned that they will be rehiring the ODF forester position.

Kris reported that the plant sale is in full swing and if anyone is interested in volunteering, she could use the help on plant sale day. She also presented at Cherry Days and Winter Hort meetings. She has been busy working out the logistics of the airblast sprayer calibration class. She has also been working on OWEB FIP development. She and Heather worked together to develop the PSP grant for two years of monitoring, education opportunities, and capacity to begin the groundwork of a PSP strategic plan. She also took two weeks of vacation.

Heather reported that she did another week long PSU Leadership training on the coast looking at the groundfish industry. She got a lot out of it and it was worthwhile. She applied for the Washington and Oregon pesticide credits for the sprayer calibration class coming up in March. She also received \$10,000 more from DEQ for the air curtain incinerator, which will enable a couple more burns. She also has been working with Ed Salminen on the irrigation system assessment of the valley.

Directors' reports –

Ben reported that he attended the OSU small farms conference.

Pete has been busy pruning and reported that we have an above average snowpack.

Chuck reported that the HRWG met and adopted a policy on reserves and conducted the annual evaluation.

Andrew reported that he has been busy pruning and working with the Columbia Gorge Fruit Growers on mitigating damage from unmanaged orchards.

Brian reported that he finished pruning the orchard and the EFID Whiskey Creek Pipeline project has been completed. EFID has also secured funds for the Eastside Lateral Project.

Permits –Heather explained that there were four permits that she will respond to. The Oak Grove Store directly adjacent Indian Creek will turn into a construction company office. There is a home being built adjacent Evans Creek. A primary farm dwelling is being proposed along Griswell Creek. Also, a singlewide trailer is being placed in the stream protection overlay zone of Evans Creek. Heather will respond to these permits with a standard letter alerting them of stream care and protection, best management practices, and the county ordinances. The group was supportive.

The next meeting will be on Thursday April 6th at 4 p.m. held at the OSU extension office.

Summary of Actions Taken:

- ✓ Moved, seconded, and approved consent agenda.
- ✓ Moved, seconded, and approved to give the Hood River Watershed Group a one-time payment of \$35,000.

Respectfully submitted,

Kris Schaedel, Conservation Specialist

Approved at the 4/6/23 meeting of the Hood River SWCD.



Brian Nakamura, Chair

**Hood River Soil & Water Conservation District
Minutes from April 6th, 2023 District Board Meeting**

Present: Directors: Brian Nakamura, Andrew Halliday, Pete Siragusa, and Ben Saur

Associate Directors: Chuck Gehling

District and NRCS Staff: Heather Hendrixson, Kris Schaedel and Carly Heron

Visitors- Chal Oats, Annie Alsheimer, Cindy Thieman, Lissa Biehn (FSA)

**Note April's meeting was held in person at the OSU conference room.*

Visitors

Lissa explained that FSA will have a technician position open, and people can apply through usajobs.gov. The position will be full time and permanent. She reminded the group that if growers are removing or planting trees, to update their acreage reports. If growers experience crop damage, they have 72 hours to tell FSA and 15 days to file the notice of loss. The Tree Assistance Program is still available for growers who experienced damage from disease or weather. Both the Pandemic Revenue Assistance Program and the Emergency Relief Program are available to growers. Lissa reiterated to reach out with any questions.

Cindy provided the group an update on HRWG programs and projects. She reported that they have a fish passage project on Tony Creek and the project is being supported by the CTWS and ODFW. She will utilize Aquatic Contracting for the project. She invited the group out to see the project site. She mentioned that she has some good presentations at the HRWG meetings coming up and thanked the group for the \$35,000 payment to the HRWG. There will also be an Earth Day work party at the Indian Creek trail to remove blackberry, plant trees, and mulch.

Consent agenda --Pete moved, and Ben seconded:

- To approve the minutes of March 2nd, 2023, as written.
- To accept the March 2023 Profit & Loss statement and Balance Sheet as distributed. As of March 31st, the balance in the bank accounts (including the CD) was \$346,348.01. Income of 134,501.02 included: \$150 from dividends and refunds, \$2,545.31 from workshop fees, \$4,715.19 from OWEB from HR Pesticide Management Grant, \$125,900.00 from the OSFM for defensible space, and \$408.19 from plant sale preorders.
- Expenses were those authorized at the March meeting.
- To approve payment of bills #5323-5339 and bank transfers to Pacific Office Automation, ADP, and Vanguard as follows:

Bills to be Paid		April 6, 2023	
Check No.	Payee	Account	Amount
DD/EP	staff	staff wages and liabilities (not SIMPLE IRA)	\$11,199.55
5323	MCAREC	office rent (May 1, 2022 rate increase)	\$1,097.37
5324	US Bank	Clicktime, Zoom	\$33.99
5325	Century Link	Office phone service	\$194.91
5326	Heather Hendrixson	misc. expenses reimbursement	\$4,355.74
5327	Kris Schaedel	misc. expenses reimbursement	\$749.27
5328	Watershed Professionals Network	Invoice #2475, ODA Ag WQ grant, irrigation assessment	\$13,439.23
5329	Hood River County	Invoice #2002218, 2002219. DEQ Smoke Mitigation	\$6,600.00
5330	Valley Environmental, LLC	invoice #1004. DEQ Smoke Mitigation	\$13,852.34

5331	Andrew Spaeth Consulting	invoice #7. DEQ Smoke Mitigation	\$2,150.00
5332	Ash Creek Forest Management	invoice #6562-R, Tri-County Waste Management riparian planting	\$6,970.00
5333	Underwood Conservation District	Invoice #HRSWCD-23-1. Tri County Waste Mgmt riparian planting	\$92.65
5334	Washington Association of Conservation Districts	Plant Sale. Invoice # 23-203, 23-429	\$1,172.30
5335	Champoeg Nursery	Plant Sale Invoice # 6014	\$4,157.75
5336	Drakes Crossing Nursery	plant sale invoice #14099	\$263.19
5337	HRWG	equity transfer out	\$35,000.00
5338	Pacific Office Automation	copies - invoice # 985856	\$17.59
5339	Lava Nursery	plant sale invoice #2023	\$1,137.50
EP	ADP	payroll services	\$64.75
EP	Lease Direct	copier lease	\$73.44
EP	Vanguard IRA	Simple IRA	\$590.32
		Total	\$103,211.89

The motion passed unanimously. The check to Drakes Crossing Nursery was cancelled, the bill had been paid with a credit card.

Old Business – Pete suggested Appointing Annie to the **At-Large 2 position** and appointing Chal as an associate. The group agreed. Pete moved and Ben seconded to appoint Annie Alsheimer to the At-Large 2 position on the SWCD board and appoint Chal Oates as an associate board member. The motion passed unanimously. The group thanked and welcomed both Annie and Cal.

Heather reported that the district was awarded \$125,900 from the **Oregon State Fire Marshal** to do mobile chipping, defensible space, and wildfire mitigation work in Hood River County. The district hired Brittany Welsh to run and manage the program. Both Heather and Kris really like working with her and feel she is a good addition to the program. Heather reiterated the scope of the project.

Heather reported that the **plant sale** went well and brought in about \$16,000, the most of any sale to date. The day of sales went well and so did the packing of pre-orders. She thanked Pete and Annie for helping out.

New Business –

Heather reported that the district was awarded about \$46,000 from Oregon Department of Agriculture for the **Pesticide Stewardship Partnership 2023-25 biennium**. This will cover monitoring, education and outreach, as well as strategic planning efforts. The application was ranked highest in the state.

Heather reported that the district was also awarded a \$5,000 **grant from the Cooperative Weed Management Area** for support for puncturevine pulling events at the port and to support weed of the month as well as technical assistance efforts.

Heather also explained that there was a tragic and unexpected death at ODA in the department that is tasked with completing the **Strategic Implementation Area** assessments. Heather and Kris would both like to delay having an SIA in the Hood River basin, primarily because Heather and Kris have full capacities and work that supports water quality work on agricultural lands is already underway. The group was supportive.

Informational Reports –

Carly reported that she has been busy with meetings and trainings. She reported that the state was awarded over \$7 million for EQIP programs. She will receive additional air quality funding. She has contracts for irrigation upgrades in Farmers Irrigation District and pollinator projects. She will rewrite and resubmit the NRCS Water Smart grant for irrigation upgrades in MFID. She is hoping to have a new hire on in July. She also updated the group on the meeting between agencies on forestry and fire risk reduction efforts and the need to continue coordinating among agencies.

Kris reported that it has been a busy month. She hosted the sprayer calibration workshop with instructors from WSDA. The workshop had 70 attendees. She completed three riparian planting projects with additional PSP funds and the Tri County Hazardous Waste grant. The plantings are in and will be monitored for establishment. She reiterated that they were awarded the PSP grant and it will fund a lot of upcoming efforts with monitoring, strategizing, education and workshop efforts, and riparian planting. She will meet with the DEQ lab next week and is also working with OSU and CGFG on how to support them in their biocontrol and unmanaged orchard efforts. The plant sale went well and she and Heather are discussing how to expand efforts in future years.

Heather reported that the districts will be receiving a 5% increase in their capacity funds and that the NRCS CIG Pollinator Pipeline Project has been extended until September 2024.

Directors' reports –

Chuck has been continuing restoration work on the Indian Creek Trail.

Andrew has been busy pruning and working with the Columbia Gorge Fruit Growers on mitigating damage from unmanaged orchards. There will be a series of articles in the Hood River news to educate the public on how to be good neighbors to agricultural operations. He and three employees attended the sprayer calibration workshop.

Annie has been busy with projects on the Washington side of the Gorge and will be creating a presentation on stormwater in the Columbia River Gorge. She also helped with plant sale.

Pete helped with plant sale and reported it was well organized.

Ben has been busy with farm operations and is looking to hire full time seasonal help.

Chal is busy with orchard operations.

Brian has also been busy with orchard operations. Brian recognized Kris for working for the SWCD with the district for ten years. Kris thanked the group for their support.

Permits –None of note.

The next meeting will be on Thursday May 4th at 4 p.m. held at the OSU extension office conference room.

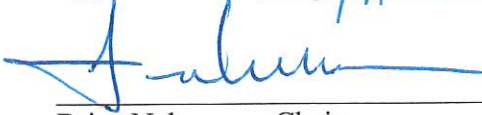
Summary of Actions Taken:

- ✓ Moved, seconded, and approved consent agenda.
- ✓ Moved, seconded, and approved to appoint Annie Alsheimer to the At-Large 2 position on the SWCD board and Chal Oates as an associate member.

Respectfully submitted,

Kris Schaedel, Conservation Specialist

Approved at the 5/4/23 meeting of the Hood River SWCD.



Brian Nakamura, Chair

**Hood River Soil & Water Conservation District
Minutes from May 4th, 2023 District Board Meeting**

Present: Directors: Brian Nakamura, Andrew Halliday, Pete Siragusa, Annie Alsheimer, and Ben Saur

Associate Directors: Chuck Gehling, Chal Oates

District and NRCS Staff: Heather Hendrixson, Kris Schaedel and Carly Heron

Visitors- none

**Note May's meeting was held in person at the OSU conference room.*

Consent agenda –Ben moved, and Andrew seconded:

- To approve the minutes of April 6th, 2023, as written.
- To accept the April 2023 Profit & Loss statement and Balance Sheet as distributed. As of April 30th, the balance in the bank accounts (including the CD) was **\$312,947.67**. Income of \$69,664.67 included: \$251.48 from dividends and refunds, \$19,478.25 from ODA for SWCD operations, \$5,000.00 from CWMA for technical support and puncturevine pulling events, \$699.66 from reimbursed expenses, \$2,578.00 from plant sale, \$41,301.26 from DEQ for the smoke management grant, and \$356.02 from interest income.
- Expenses were those authorized at the April meeting.
- To approve payment of bills #5340-5349 and bank transfers to Pacific Office Automation, ADP, and Vanguard as follows:

Bills to be Paid May 4, 2023

Check No.	Payee	Account	Amount
DD/EP	staff	staff wages and liabilities (not SIMPLE IRA)	\$12,990.82
5340	MCAREC	office rent (May 1, 2023 rate increase)	\$1,130.29
5341	US Bank	Clicktime, Zoom	\$1,267.71
5342	Century Link	Office phone service	\$205.33
5343	Heather Hendrixson	misc. expenses reimbursement	\$131.14
5344	Kris Schaedel	misc. expenses reimbursement	\$181.75
5345	Brittany Welsh	misc. expenses reimbursement	\$195.21
5346	Watershed Professionals Network	Invoice #2488, ODA Ag WQ grant, irrigation assessment	\$17,318.17
5347	Andrew Spaeth Consulting	invoice # 1, OSFM investment	\$5,000.00
5348	Corey Level	OWEB Small Grant 14-22-003 completion	\$4,620.00
5349	Pacific Office Automation	copies - invoice # 58885	\$64.12
EP	ADP	payroll services	\$64.75
EP	Lease Direct	copier lease	\$73.44
EP	Vanguard IRA	Simple IRA	\$590.32
		Total	\$43,833.05

The motion passed unanimously.

Old Business – Annie read and signed the Oath of Office. Heather will send the board members informational packets and will try to schedule ODA to do a board training.

New Business –

Heather reviewed the **draft budget** for the group and the expected funding sources. Funding sources

included: ODA support, CTWS support, PSP, plant sale, OWEB small grant program, and garlic mustard. Potential sources of funding included: the EPA toxics reductions funding through DEQ, additional ODA dollars for technical assistance, funding from the USFS for the forestry/chipping program, additional garlic mustard funds, expanded plant sale dollars, and the potential of the FIP award. Expenses are expected to be standard. This year there will be a full audit and there will be an increase to the SWCD insurance. Some expenses will be higher because they had previously been split with the HRWG. Heather explained they have applied for additional funds through ODA for assessing the on-farm upgrade potential and begin to start building the irrigation projects, she also further explained the USFS for defensible space program. Staff will apply for additional pesticide mitigation funds to support OSU IPM programs and are working to build projects into the OWEB FIP application.

Heather presented the **budget vs actual report**. There are a lot of discrepancies due to the HRWG split. Heather will finalize these documents and present a final version for approval at the next meeting. The board will reach out to Heather with any questions.

Heather presented the **annual work plan** to the group. She explained that having a work plan is a requirement of ODA. She presented the work plan from last year with the estimated hours vs actual time spent. The work plan also has Kris and Heather's anticipated hours for the upcoming year. Heather further explained the new proposal to ODA for project development work, the USFS defensible space application and Kris outlined the scope of the projects in the FIP application. The group discussed the defensible space program and future efforts needed in the basin. Pete suggested highlighting the assumptions made in this document. The board will review it and send Heather comments or questions.

Informational Reports –

Carly reported that she has been busy with meetings and trainings. She has been busy obligating EQIP contracts and funds. She has been doing a lot of technical assistance, primarily with pollinator projects. She attended the PSP meeting and has been working with ODF and their new staff. She will edit and resubmit the NRCS Water Smart grant for irrigation upgrades in MFID. She is hoping to have a new employee in July.

Kris reported that it has been a busy month. She attended the CGFG board meeting and the CWMA meeting. She also attended the spring pesticide meeting. She and Heather worked on and submitted the ODA grant. They are also continuing to work on planning for the four puncturevine pulling events at the Hood River waterfront. They will be partnering with the City of Hood River. She completed groundwater monitoring and pesticide sampling efforts. They wrapped up the plant sale and did follow-up and clean up. She reported that it was a successful year. She also organized the logistics of garlic mustard surveys and pulling efforts for May.

Heather reported that she has been busy with the annual budget and work plan reports. She was also busy with the ODA grant application. She reported that the DEQ wildfire smoke mitigation grant has been wrapped up and completed. She has also been participating on the OWEB Climate Rules Advisory Committee.

Directors' reports –

Chuck participated in the HRWG Earth Day event and reported that the HRWG received their 501c3 status from the federal government. He also reported on a significant effort to clean up old tires with the Parks and Recreation Department.

Pete reported that there is still a lot of snow at Kingsley Reservoir. There will be a HRWG tour there in June. FID is working on grants to finish piping the irrigation canals. He is also busy with orchard operations.

Andrew reported that he is getting into bloom and will be getting bees soon. It has been a condensed spring. He is continuing to serve on the CGFG board and thanked the SWCD for attending their meeting and encouraged Kris and Heather to continue participating.

Chal is busy with orchard operations. The orchard is in full bloom and there are concerns with fire blight as well as some weather events.

Annie reported helping with the plant sale and has been busy with trainings for work.

Ben has been busy with farm operations and found seasonal help. He went fishing at Lawrence Lake and reported a lot of snow. He will participate in the NRCS pollinator Program.

Brian reported that he is also busy with orchard operations. EFID has begun serving irrigation water, but no one is currently irrigating.

Permits –None of note.

The next meeting will be on Thursday June 1st at 4 p.m. held at the OSU extension office conference room.

Summary of Actions Taken:

✓ Moved, seconded, and approved consent agenda.

Respectfully submitted,

Kris Schaedel, Conservation Specialist

Approved at the 6/1/23 meeting of the Hood River SWCD.



Brian Nakamura, Chair

**Hood River Soil & Water Conservation District
Minutes from June 1st, 2023 District Board Meeting**

Present: Directors: Brian Nakamura, Andrew Halliday, Pete Siragusa, Annie Alsheimer, and Ben Saur (Zoom)

Associate Directors: Chuck Gehling, Chal Oates (Zoom)

District and NRCS Staff: Heather Hendrixson, Kris Schaedel (Zoom), Brittany Welsch, and Carly Heron

Visitors- none

**Note June's meeting was held in person at the OSU conference room with an online option.*

Consent agenda –Ben moved, and Andrew seconded:

- To approve the minutes of May 4th, 2023, as written.
- To accept the May 2023 Profit & Loss statement and Balance Sheet as distributed. As of May 31st the balance in the bank accounts (including the CD) was **\$329,655.77**. Income of \$60,566.56 included: \$22,568.63 from ODA for quarterly SWCD support, \$774.83 from HRWG for reimbursed expenses, \$24,977.71 from DEQ for the smoke management grant, \$6,935.39 from OWEB for the Hood River Pesticide Mitigation grant, and \$5,310.00 from OWEB for the Level Livestock Improvement grant.
- Expenses were those authorized at the May meeting.
- To approve payment of bills #5350-5359 and bank transfers to Pacific Office Automation, ADP, and Vanguard as follows:

Bills to be Paid

June 1, 2023

Check No.	Payee	Account	Amount
DD/EP	staff	staff wages and liabilities (not SIMPLE IRA)	\$14,077.81
5350	MCAREC	office rent (May 1, 2023 rate increase)	\$1,130.29
5351	US Bank	Clicktime, Zoom, mtg refreshments, cell phone for Brittany	\$360.23
5352	Century Link	Office phone service	\$206.48
5353	Heather Hendrixson	misc. expenses reimbursement	\$1,789.87
5354	Kris Schaedel	misc. expenses reimbursement	\$3,251.49
5355	Brittany Welsh	misc. expenses reimbursement	\$319.61
5356	Watershed Professionals Network	Invoice #2500, ODA Ag WQ grant, irrigation assessment	\$3,884.94
5357	Weatherly Printing	OSFM Defensible space - postcards	\$33.35
5358	Ash Creek Forest Management	Garlic Mustard	\$10,000.00
5359	Pacific Office Automation	copies - invoice # 130365	\$13.98
EP	ADP	payroll services	\$70.16
EP	Lease Direct	copier lease	\$73.44
EP	Vanguard IRA	Simple IRA	\$1,215.10
		Total	\$36,426.75

The motion passed unanimously. Heather suggested moving some money into a money market account so that it can earn interest and still be available. She mentioned she could also move money into the CD. The group discussed the benefits and limitations of both. Heather will explore moving funds into the money market account and will report back. The group was supportive.

Old Business – Heather presented the **annual work plan** to the group. She explained that having a work plan is a requirement of ODA. She presented the work plan categories and tasks of where staff will spend their time. The plan will be submitted to ODA and includes projects and funding sources that are already established for the upcoming year. Heather explained that there are a handful of projects and funding opportunities that the SWCD may get and those projects are built into a secondary work plan that Heather presented. If these additional funding sources are secured, it may allow the district to hire on a seasonal technician again. The board was supportive. Pete asked about additional opportunities to support CTWS. Heather explained the capacity in which we assist the CTWS with field work, education, and the riparian program. The HRWG has taken the lead in assisting them with project implementation. Annie moved and Pete seconded approving the 2023-2024 ODA Annual Work Plan. The motion passed unanimously.

Heather reviewed the **2023-24 budget and budget memo** for the group. Funding sources included: ODA support, CTWS support, PSP, plant sale, OWEB small grant program, OWEB Hood River pesticide grant, and garlic mustard. She explained that this budget is the most conservative. She explained that some potential sources of funding included: additional ODA dollars for technical assistance, funding from the USFS for the forestry/chipping program, additional garlic mustard funds, expanded plant sale dollars, and the potential of the FIP award. Expenses are expected to be standard. This year there will be a full audit and there will be an increase to the SWCD insurance. Some expenses will be higher because they had previously been split with the HRWG. Pete asked if budget adjustments need to be submitted to ODA. Heather said they do not, as changes would be reflected in next year's budget vs actual. Andrew moved and Pete seconded to approve the FY 2023-24 budget and budget memo. The motion passed unanimously.

New Business –
None.

Informational Reports –

Carly reported that she has been busy with meetings and trainings. She was in La Grande attending a fire practices training. She has been busy with site visits for certifications and payments. She has one more air quality project to allocate funds to. She also mentioned that the new organic transition program application window is open.

Kris reported that she completed the garlic mustard abatement work in Parkdale and reported another successful year. She wrote another small grant to finish allocating the year's funding and completed a year two report. She spent some time this month doing office clean-up and purchasing supplies and materials. She and SWCD staff checked in on the riparian planting projects and Odell SIA planting projects and reported that the plantings are showing good survival rates. She has also been busy with OWEB FIP planning and project development. She expressed appreciation for Brittany and the work she is doing.

Heather reported that she has been busy with the annual budget and work plan reports. She was also busy with the ODA grant application that she and Kris submitted to continue the irrigation upgrade work. She attended the final week of the PSU leadership seminar. She attended the HRWG presentation where Kris presented at on the PSP program. She also met the new OACD director and thinks she will do a good job. She attended a collaborative meeting of the agencies doing forestry or fire mitigation work in the Hood River Valley to begin to coordinate efforts and funding opportunities. There will also be a wildfire preparedness event at Solera Brewery in Parkdale where she and Brittany will provide information to attendees.

Brittany reported that the chipping program has been going well and has been successful. To date she has communicated with 79 different people and worked with the MARS crew on 3 ½ chipping days. The crews did defensible space work at 23 of these properties and 8 people reported limitations to being able to do the work. There are plans for a Cascade locks specific day coming up.

Directors' reports –

Ben has been busy with farm operations.

Chal is busy with orchard operations.

Chuck participated in looking at a habitat project site on the East Fork Hood River that the HRWG will take the lead on for the CTWS.

Andrew reported that he is also busy with farm operations and has been working on an irrigation improvement project.

Pete reported that he is also busy with orchard operations. FID has turned water on and farmers are beginning to utilize the irrigation systems. He recommended the HRWG tour with FID at Kingsley next month. He is impressed with the county improvements at Kingsley.

Annie reported being busy with construction projects for work and training for mountain bike races. She will miss the next board meeting.

Brian reported that he is also busy with orchard operations. EFID patrons have begun using irrigation water. The East Side Lateral project will happen next fall. Implementation was held up by stormwater permits. This fall EFID will focus on piping the sub-laterals off the eastside canal.

Permits –There is a permit for a partition of a parcel off Dee Hwy along the East Fork Hood River. Heather will send comments in the standard language.

The next meeting will be on Thursday July 6th at 4 p.m. held at the OSU extension office conference room.

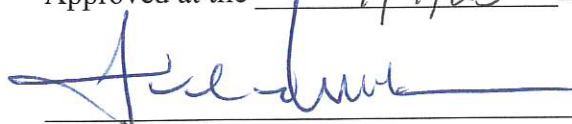
Summary of Actions Taken:

- ✓ Moved, seconded, and approved consent agenda.
- ✓ Moved, seconded, and approved the 2023-24 ODA Annual Work Plan
- ✓ Moved, seconded, and approved the FY 2023-24 budget and budget memo.

Respectfully submitted,

Kris Schaedel, Conservation Specialist

Approved at the 7/7/23 meeting of the Hood River SWCD.



Brian Nakamura, Chair



**Hood River Soil & Water Conservation District
Minutes from July 6th, 2023 District Board Meeting**

Present: Directors: Brian Nakamura, Andrew Halliday, and Ben Saur (Zoom)

Associate Directors: Chuck Gehling

District and NRCS Staff: Heather Hendrixson, Brittany Welsh, and Carly Heron

Visitors- none

**Note July's meeting was held in person at the OSU conference room with an online option.*

Consent agenda – Andrew moved, and Ben seconded:

- To approve the minutes of June 1st, 2023, as written.
- To accept the June 2023 Profit & Loss statement and Balance Sheet as distributed. As of June 30th, the balance in the bank accounts (including the CD) was **\$293,759.12**. Income of \$720.09 included: \$720.09 in expense reimbursement.
- Expenses were those authorized at the July meeting.
- To approve payment of bills #5360-5373 and bank transfers to Lease Direct, ADP, and Vanguard as follows:

Bills to be Paid July 6, 2023

Check No.	Payee	Account	Amount
DD/EP	staff	staff wages and liabilities (not SIMPLE IRA)	\$14,427.89
5360	MCAREC	office rent (May 1, 2023 rate increase)	\$1,130.29
5361	US Bank	Clicktime, Zoom, cell phone monthly fee	\$85.24
5362	Century Link	Office phone service	\$198.70
5363	Heather Hendrixson	misc. expenses reimbursement	\$88.10
5364	Hood River Fairgrounds	county fair booth fee	\$100.00
5365	Kris Schaedel	misc. expenses reimbursement	\$78.64
5366	Brittany Welsh	misc. expenses reimbursement	\$230.60
5367	Watershed Professionals Network	Invoice #2510, ODA Ag WQ grant, irrigation assessment	\$28,107.16
5368	Kiyokawa Orchards Inc	small grant #14-22-010	\$13,200.00
5369	Print It Sign Media	office signs and posters, nametags	\$1,222.00
5370	Humble Roots Farm & nursery	NRCS pollinator CIG - plant surveys	\$900.00
5371	OACD	Dues	\$572.60
5372	Pacific Office Automation	copies - invoice # 197306	\$36.22
5373	SAIF Corporation	Worker's Comp insurance annual premium	\$363.15
EP	ADP	payroll services	\$70.16
EP	Lease Direct	copier lease	\$73.44
EP	Vanguard IRA	Simple IRA	\$1,215.10
		Total	\$62,099.29

Old Business:

Heather presented the Budget vs Actual for FY 2022-23. There are leftover projects from the separation from the watershed group including: County Evans Creek, Neal Creek Phase II Implementation, Neal Creek Phase II Design, and ODFW Tony Creek Fish Passage. There was about \$65k overage from the budget in grants for district operations. The NRCS pollinator CIG grant has not been billed out and will now be finalized in 2024. Total expenses are over \$500k and will require a full audit review. MARS has not billed out for their services on the OSFM defensible space project. The group had no questions.

Heather reported that she investigated moving money into alternative bank accounts that may accrue additional interest. Currently the SWCD has a small business account, and an alternative would be a municipal account. Heather found that the municipal account would have a 4% earning credit to start but would come with multiple fees. The group discussed and found that putting an additional \$100k into a Washington Federal CD would be best. The current Washington Federal CD rolls over in August and will need to be rolled over then.

New Business:

Heather reported that after meeting with the Forest Service there is not an option for funding mobile chipping at this time. She did work with Kristin Dodd with ODF who is writing a grant for the Hood River All-Lands Forest Partnership that would include \$200k over 2 years for mobile chipping in Hood River County. That funding would allow the SWCD to hire a technician to run the mobile chipping program for two years. Additional funds may be requested for ground truthing a forest stand assessment and other tasks. The application is due on July 21st.

Heather discussed a grant opportunity with the National Association of Conservation Districts. This would be a 1 year grant partnering with NRCS. This grant requires the SWCD to have a diversity, equity, and inclusion statement that is currently not available. This grant opportunity could fund forestry technical assistance projects next year. Heather will work with Carly to put together a project list and send it to the group. The group was supportive.

Informational Reports –

Carly reported that she has been busy with meetings and trainings. She was in Beaver Creek onboarding a pathways training group. She has been busy with site visits for certifications, payments, and some contract terminations. She announced that she will be stepping down from her role as on the OWEB review team after this cycle that ends in August. She also mentioned that has revamped the Water Smart grant for the Middle Fork Irrigation project and it is ready to be submitted once the application is open.

Heather reported for Kris that she has been busy with a lot of project development work on the OWEB FIP application for on-farm improvements and bilingual agricultural education programming. She worked with Heather to put together SWCD project lists and budget estimates. She also met with Cindy at the Watershed Group to go over timelines. She developed a training course list and met with trainers to get descriptions of timelines and costs for

stakeholder engagement projects. She met with Heather and Watershed Professionals Network to discuss the irrigation system mapping project to get the status and next steps. She worked with Brittany to coordinate the puncturevine pulling event at The Port of Hood River. She began developing a Spanish language Private Applicator's License Exam Preparation Course and facilitation of the exam locally. She also attended the NW Toxics Summit in Portland.

Heather reported that she prepared a 2-pager on SWCD activities over the last year and presented it at the county commissioners meeting. She has been busy wrapping up the biennium ODA reporting. The ODA Ag Water Quality Support grant application that she and Kris submitted to continue the irrigation upgrade work was approved and will be funded. She attended the capstone of the PSU leadership seminar. She met with USFS District Ranger and Forest Supervisor to discuss funding off-forest defensible space work. She had a Hood River forestry strategy meeting and ODF grant planning with multiple agencies in the Hood River Valley. She also assisted the new OACD ED with budgeting and attended the monthly board meeting. She attended a meeting with the Hood River Partnership to discuss the OWEB FIP application. She has been working on coordinating a wildfire preparedness event at Solera Brewery in Parkdale with local partners where she and Brittany will provide information to attendees.

Brittany reported that the chipping program has been going well and has been successful. To date she has assisted 46 different people with chipping services over the course of 6 ½ chipping days. The MARS crew did defensible space work at 16 of these properties. Of the 46 properties, 16 people reported limitations to being able to do the work themselves.

Directors' reports –

Ben has been busy with farm operations. He expressed how he has good help on his farm.

Chuck has been busy gardening. He attended the Kingsley Reservoir tour and was impressed by the improvements that were made.

Andrew reported that he is also busy with farm operations. Cherries have been keeping him busy for the last month. He is also testing out a new rain netting on four rows of his orchard.

Brian reported that he is also busy with orchard operations. He is about two weeks out on cherry harvest.

Permits --There is a permit from Department of State Lands for the Tony Creek Restoration Project, a Hood River Watershed Group project. Heather will not send comments.

The next meeting will be on Thursday August 3rd at 4 p.m. held at the OSU extension office conference room.

In accordance with ORS 192.660(2)(i), the board moved into executive session to conduct the District Manager's annual performance evaluation.

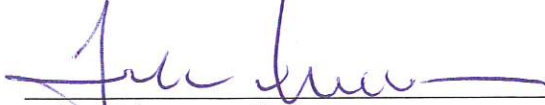
Summary of Actions Taken:

- ✓ Moved, seconded, and approved consent agenda.

Respectfully submitted,

Brittany Welsh, Conservation Technician

Approved at the 8/3/23 meeting of the Hood River SWCD.



Brian Nakamura, Chair

**Hood River Soil & Water Conservation District
Minutes from August 3rd, 2023 District Board Meeting**

Present: Directors: Brian Nakamura, Andrew Halliday, Pete Siragusa, Annie Alsheimer, and Ben Saur

Associate Directors: Chuck Gehling, Chal Oates

District and NRCS Staff: Heather Hendrixson, Kris Schaedel, Carly Heron, Josh Flores

Visitors- none

**Note August's meeting was held in person at the OSU conference room with an online option.*

Josh introduced himself to the group. He will be working with Carly as the new Soil Conservationist. The group welcomed him.

Consent agenda – Ben moved, and Andrew seconded:

- To approve the minutes of July 6th, 2023, as written.
- To accept the July 2023 Profit & Loss statement and Balance Sheet as distributed. As of July 31st the balance in the bank accounts (including the CD) was **\$263,579.78**. Income of \$31,614.06 included: \$2,305.00 from the PSP program for monitoring from ODA, \$727.32 in expense reimbursement from the HRWG, \$14,720.00 for an OWEB small grant, and \$13,861.74 from the USFS for Garlic mustard abatement.
- Expenses were those authorized at the July meeting.
- To approve payment of bills #5374-5382 and bank transfers to Lease Direct, ADP, and Vanguard as follows:
-

Bills to be Paid		August 3, 2023	
Check No.	Payee	Account	Amount
DD/EP	staff	staff wages and liabilities (not SIMPLE IRA)	\$15,007.51
5374	Washington Federal	transfer from USBank to WaFD 3 month CD	\$100,000.00
5375	MCAREC	office rent (May 1, 2023 rate increase)	\$1,130.29
5376	US Bank	Clicktime, Zoom, cell phone monthly fee, office supplies	\$902.99
5377	Century Link	Office phone service	\$191.20
5378	Heather Hendrixson	misc. expenses reimbursement	\$55.42
5379	Kris Schaedel	misc. expenses reimbursement	\$124.22
5380	Brittany Welsh	misc. expenses reimbursement	\$218.14
5381	Oregon State Social Security Administration	OR PERS, invoice #1592598	\$15.00
5382	Pacific Office Automation	copies - invoice # 262462	\$16.30
EP	ADP	payroll services	\$70.16
EP	Lease Direct	copier lease	\$73.44
EP	Vanguard IRA	Simple IRA	\$1,275.10
		Total (minus transfer to WaFd CD)	\$19,079.77

Old Business:

Heather explained that the SWCD needs to sign the **sub-sublease with the HRWG** for office space. She explained that OSU leases from the County and the SWCD sub-leases from OSU. The best way for the HRWG to pay for office space is to sub-lease from us. Heather will sign the sub-sublease lease agreement with the HRWG. The group was supportive.

Heather reported that she and staff are in the process of ordering **t-shirts and hats** with the new SWCD new logo on them. The board will provide sizes. The group was supportive.

Heather presented that she put together a **matrix of the various funding sources** that fund the SWCD and the projects they are attached to. She mentioned that there had been requests for such a document from board members to clarify the district's finances and projects. Heather asked for feedback and if the group would like additional parameters added on, just let her know. The group was supportive and thanked Heather for the document.

Heather reported that she needs to add a secondary signer onto the district's **CD account**. Andrew will follow up with Heather and will be the secondary signer.

New Business:

Heather explained that she would like to form a **personnel committee**. She would like a smaller committee to discuss topics of staffing, compensation, and benefits. The smaller committee can then come to the full board with recommendations. Heather would also like the personnel committee to work on position descriptions and participate in hiring processes if needed. Both Andrew and Annie volunteered to be on the personnel committee. Heather thanked them both.

Heather explained that she has been working with ODF and the All-Lands group focused on fire and forestry in Hood River County. ODF submitted a **grant proposal** including the SWCD to do mobile chipping. They also applied for funds to do some applied landscape resilience work and thinning along forest roads. She will keep the group updated on the status of the grants.

Heather reported that she submitted an **NACD (National Association of Conservation Districts) grant** for capacity to support NRCS with their forestry CIS. It was ranked number one in the state so she is optimistic it will be funded.

Heather also mentioned that Cindy put in an **OWEB application** to develop a monitoring strategy and plan for the Hood River Basin Partnership. It will likely be awarded funding. The partnership is moving forward with contracting with Cramer Fish Sciences to develop the monitoring strategy.

The **OWEB FIP application** is due in October and Heather explained that she and Kris have a meeting with OWEB to discuss the on-farm irrigation projects.

Informational Reports –

Carly reported that she submitted the forestry CIS and it is currently being reviewed by the state. She participated in the OWEB review team and resubmitted the MFID Waser Smart Grant. She has been onboarding Josh getting him going on various projects. She also attended the wildfire preparedness night at Solera.

Kris reported that she has been busy with a lot of project development work on the OWEB FIP application for on-farm improvements and bilingual agricultural education programming. She has been working with Heather to put together SWCD project lists and budget estimates. She also has been meeting with the HRWG to go over project budgets and timelines for the application. She has been working to develop a Spanish language Private Applicator's License Exam Preparation Course and facilitation of the exam locally. The process is complex and involved.

Heather reported that the district put up a display at the County Fair. She also attended/presented with Brittany at the wildfire preparedness night at Solera and reported that it was a great event and well received. She also said the district will be purchasing some hats and shirts for board members and staff.

Directors' reports –

Pete reported that the cherry market was the worst he had seen and explained the consequences to growers. He also met the chief of NRCS and the State lead of NRCS. Pete also reported that FID will need to revamp the wetland mitigation at Kingsley Reservoir.

Chal is busy with farm operations and has experienced troubles with mites and lack of beneficial insects.

Andrew is also busy with farm operations and harvesting cherries. He is also participating in a netting study on four rows of his orchard.

Annie had nothing to report.

Chuck explained some challenges with a fish passage project, but it will move forward and work will begin soon. He also participated in the puncturevine pull at the Port and complimented the group on their efforts.

Ben attended the wildfire preparedness night at solera and is also busy with farm operations.

Brian reported that EFID will look to install more flow restricting valves. He is also busy with farm operations.

Permits –There were no permits of note.

The next meeting will be on Thursday September 7th at 4 p.m. held at the OSU extension office conference room.

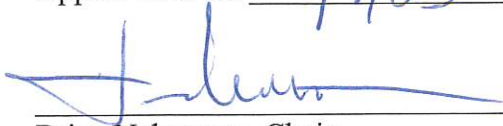
Summary of Actions Taken:

- ✓ Moved, seconded, and approved consent agenda.

Respectfully submitted,

Kris Schaedel, Conservation Specialist

Approved at the 9/7/23 meeting of the Hood River SWCD.



Brian Nakamura, Chair

**Hood River Soil & Water Conservation District
Minutes from September 7th, 2023 District Board Meeting**

Present: Directors: Brian Nakamura, Andrew Halliday, Pete Siragusa, Annie Alsheimer, and Ben Saur

Associate Directors: Chuck Gehling, Chal Oates

District and NRCS Staff: Heather Hendrixson, Kris Schaedel, Carly Heron, Josh Flores

Visitors- Cindy Thieman, Lissa Biehn (remote)

**Note September's meeting was held in person at the OSU conference room with an online option.*

Lissa provided an update on FSA programs. She reported that the Tree Assistance Program is available for dead trees. Loss needs to be reported prior to tree removal and within 90 days of discovery. Elections for county committee are coming up for the lower Hood River Valley position. The Emergency Relief Program will be available for losses in 2022 but no program release date has been set yet. Acreage reports are due by January 15th.

Cindy provided a presentation on the Tony Creek restoration project and the status of the OWEB FIP application. She explained that the Tony Creek Project is a fish passage project that opens up 5 miles of habitat. The funding comes from the CTWS and ODFW. She further explained the logistics and challenges of the project. Cindy outlined the FIP application, where the Partnership will ask OWEB for almost \$11,000,000 over the next three biennium. She outlined the core partners as the HRWG, SWCD, CTWS, ODFW, and the three main irrigation districts. The group thanked Cindy.

Consent agenda – Ben moved, and Annie seconded:

- To approve the minutes of August 3rd, 2023, as written.
- To accept the August 2023 Profit & Loss statement and Balance Sheet as distributed. As of August 31st the balance in the bank accounts (including the CD) was **\$267,348.51**. Income of \$24,131.15 included: \$23,302.55 from the ODA PSP program and \$828.60 in expense reimbursement from the HRWG.
- Expenses were those authorized at the August meeting.
- To approve payment of bills #5383-5394 and bank transfers to Lease Direct, ADP, and Vanguard as follows:

Bills to be Paid		September 7, 2023	
Check No.	Payee	Account	Amount
DD/EP	staff	staff wages and liabilities (not SIMPLE IRA)	\$13,767.05
5383	MCAREC	office rent (May 1, 2023 rate increase)	\$1,130.29
5384	US Bank	Clicktime, Zoom, cell phone monthly fee, refund for office supplies	\$105.55
5385	Century Link	Office phone service	\$235.37
5386	Heather Hendrixson	misc. expenses reimbursement	\$356.27
5387	Kris Schaedel	misc. expenses reimbursement	\$181.04

5388	Brittany Welsh	misc. expenses reimbursement	\$130.36
5389	RTO & Company	audit- progress billing, invoice # 150358	\$8,500.00
5390	Northwest Graphic Works	SWCD t-shirts, hats, sweatshirts	\$1,678.22
5391	Mt. Adams Resource Stewards	mobile chipping 2023. Invoice #2022 75	\$34,750.00
5392	Larry Packer Farm & Trucking	OWEB Small Grant 14-22-005 final payment	\$5,258.50
5393	Washington Association of Conservation Districts	plant sale order deposit, 2024	\$345.00
5394	Pacific Office Automation	copies - invoice # 332684	\$35.85
EP	ADP	payroll services	\$70.16
EP	Lease Direct	copier lease	\$73.44
EP	Vanguard IRA	Simple IRA	\$1,215.10
		Total	\$67,832.20

Old Business:

Heather reported that the **CD account** rolled over on August 26th and will need to be renewed. She also asked Andrew to be added to the account as a secondary signer (He will need to go into the bank).

Heather reported that there will be **SWCD t-shirts and hats** available at the next board meeting.

Heather explained that the SWCD in the past had an MOU with the county to be the county weed entity and manage the weed board. She explained that there is currently no weed department in Hood River County and no funding available for weed treatments. As the weed entity, the SWCD can apply for certain state grants to do weed abatement work. The SWCD will also be responsible to convene the weed board on a consistent interval. The County Board of Commissioners has already signed the updated MOU and Heather would like the SWCD board to sign it as well. Pete moved and Andrew seconded to sign the Weed board MOU with the county. The motion passed unanimously.

New Business:

Heather presented the preliminary audit findings to the board. Both she and Brian will need to sign the letter from the auditor. Heather reported that RTO, the auditors, found two deficiencies within our audit. She will prepare a Plan of Action for review at the next board meeting. She reviewed the draft financial statement and will need to update the list of associate board members. The audit will be completed September 15th. She also reported that the cutoff for doing an audit versus a review are going from \$500k in expenditures to \$1M, and the district likely will not need to do a full audit in the future.

Heather explained that she pulled together a comparison of health care benefits options for district staff. Because the SWCD is a small district she suggested the most flexible option is to provide staff members over 32 hours a week a stipend to help cover their health care related expenses. The other programs she explored were either expensive, inadequate coverage, or not

ideal for current SWCD staff. In conducting this research Heather surveyed other district managers and how they compensated staff. Heather showed the board examples from other districts in Oregon. Heather presented an updated budget with a \$600 stipend for three positions at 32hrs/week. She showed that there are adequate funds to compensate staff. She will update the SWCD policy to reflect the new benefit policy. Pete moved and Ben seconded to approve the benefits policy update to include \$600/ month to regular staff working over 32hrs/week, based on the SWCD's ability to pay and board approval. The motion passed unanimously.

Josh provided the annual presentation of NRCS Equal Employment Opportunity and Civil Rights and asked that board members sign that they attended the presentation. Heather also mentioned that because the district received the NACD grant to help Carly with forestry work, the SWCD board and staff will need to develop a Diversity, Equity, and Inclusion plan. Chal volunteered to participate in that effort.

Informational Reports –

Carly reported that she was awarded the forestry CIS. She participated in her last OWEB review team meeting in Klamath and the MFID Water Smart Grant was submitted. She has been onboarding Josh getting him going on various projects. She has been working with air quality program applicants.

Kris reported that she has been busy with assisting the CTWS with surveys, plant sale prep, and PSP sampling. She has spent a lot of time on OWEB FIP application edits and reviews. She is continuing to develop a Spanish language Private Applicator's License Exam Preparation Course and the ability of the district to facilitate the exam locally. The process is complex. If successful, this effort can act as a pilot project to improve access to testing and could have meaningful implications on the analytics of course preparation materials and the exam.

Heather reported that the district will do a puncturevine pull at the waterfront again on Friday 9/11. She has been working on the FIP application and the development of the monitoring plan. She attended a defensible space talk at Working Hands Brewing to talk about the Hood River mobile chipping program. She attended a stew crew meeting and joined the lower Deschutes small grant team. She has been assisting CTWS with spawning surveys and met with the OR Ag Trust to discuss a possible succession planning workshop.

Directors' reports –

Pete thanked Kris for her work over the last couple of years. He reported that harvest has begun and highlighted the exceptional nature of the year in terms of pest pressure and issues with cherry harvest.

Chal is reported completing bartlett harvest and reported a light crop of anjous.

Andrew reported that harvest is ongoing and bartletts are done. Andrew also noted the exceptional year.

Annie reported that she is busy in her job.

Chuck explained that he had the opportunity to take a commissioner of ODFW to the Tony Creek site. He also participated in the salvage event where they found lots of fish and amphibians.

Ben attended the Tony Creek site visit and has been busy with farm operations.

Brian reported that harvest is busy and EFID has hired a contractor to work on drainage.

Permits –There were no permits of note.

The next meeting will be on Thursday October 5th at 4 p.m. held at the OSU extension office conference room.

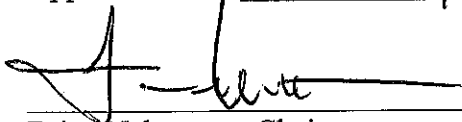
Summary of Actions Taken:

- ✓ Moved, seconded, and approved consent agenda.
- ✓ Moved, seconded, and approved to sign the weed board MOU with the County
- ✓ Moved, seconded, and approved the benefits policy update to include \$600/ month to regular staff working over 32hrs/week, based on the SWCD's ability to pay and board approval.

Respectfully submitted,

Kris Schaedel, Conservation Specialist

Approved at the October 5th, 2023 meeting of the Hood River SWCD.



Brian Nakamura, Chair

**Hood River Soil & Water Conservation District
Minutes from October 5th, 2023 District Board Meeting**

Present: Directors: Brian Nakamura, Andrew Halliday, Annie Alsheimer, and Ben Saur (Zoom)
Associate Directors: Chuck Gehling
District and NRCS Staff: Heather Hendrixson, Kris Schaedel, Carly Heron
Visitors- Lissa Biehn (Zoom)

**Note October's meeting was held in person at the OSU conference room with an online option.*

Lissa provided an update on FSA programs. She reported that the Tree Assistance Program is available for dead trees and growers must meet the reporting requirements. Elections for county committee are coming up for the lower Hood River Valley position. The Emergency Relief Program is available for losses in 2022 to Hood River and Wasco counties. Acreage reports are due by January 15th. Call FSA if there are any questions or interest in programs.

Consent agenda – Andrew moved, and Annie seconded:

- To approve the minutes of September 7th, 2023, as written.
- To accept the September 2023 Profit & Loss statement and Balance Sheet as distributed. As of September 30th, the balance in the bank accounts (including the CD) was **\$238,255.72**. Income of \$38,772.81 included: \$24,148.50 from ODA quarterly support, \$1,880 from BEF Tree Credits for tree planting, \$5,078.35 from the CTWS support, \$6,631.50 from OWEB for the Packer irrigation Improvement small grant, and \$745.48 in expense reimbursement from the HRWG.
- Expenses were those authorized at the September meeting.
- To approve payment of bills #5395-5402 and bank transfers to Lease Direct, ADP, and Vanguard as follows:

Bills to be Paid		October 5, 2023	
Check No.	Payee	Account	Amount
DD/EP	staff	staff wages and liabilities (not SIMPLE IRA)	\$13,688.28
5395	MCAREC	office rent (May 1, 2023 rate increase)	\$1,130.29
5396	US Bank	Clicktime, Zoom, cell phone monthly fee	\$285.24
5397	Century Link	Office phone service	\$192.98
5398	Heather Hendrixson	misc. expenses reimbursement	\$80.57
5399	Kris Schaedel	misc. expenses reimbursement	\$473.62
5400	Brittany Welsh	misc. expenses reimbursement	\$70.76
5401	RTO & Company	final audit billing	\$1,655.00
5402	Pacific Office Automation	copies - invoice # 403340	\$19.15
EP	ADP	payroll services	\$70.16
EP	Lease Direct	copier lease	\$73.44
EP	Vanguard IRA	Simple IRA	\$1,269.10
		Total	\$19,008.59

Old Business:

Heather reported that because the annual audit found two deficiencies and she needs to submit a **Plan of Action** to the State to address them. One deficiency will be addressed by the treasurer reviewing and reconciling the bank account monthly. No action will be taken regarding the lack of division of duties or formal credentials of the district manager. The district is small enough that it is not feasible to have a bookkeeper or financial administrator. The board was supportive. Annie moved and Andrew seconded approving the Plan of Action. The motion passed unanimously.

New Business:

Kris provided the group a presentation on her efforts to bring a **Spanish private pesticide applicators license exam preparation course** to Hood River and to become a certified pesticide testing center. She outlined the status of exam preparation materials, access to the exam, and pass rates for the exam. There is a lot of work that needs to be done, specifically to address the discrepancies between the Spanish test and the English test in number of attempts and passing rates. She outlined the need to improve access to testing and reduce barriers to the test. She proposed to ODA that the HRSWCD be an intermittent testing center to reduce barriers and be able to offer and facilitate the exam in a timely manner. Additionally, she would like to offer a review and retake opportunity to everyone who does not pass the first time. Trainers from WSDA will provide the first exam preparation course and Leo Garcia has agreed to provide the review course. Kris is still waiting to hear back from ODA on whether they approve the SWCD to be a testing facility. She will reach out in the upcoming weeks and update the group. She shared an example MOA ODA uses with testing centers. The group was supportive.

Informational Reports –

Carly reported that the forestry CIS was awarded. She has been busy with the end of the fiscal year task items. She has processed several air quality contracts and forestry CIS applications. There is still money in the FID on-farm irrigation upgrades, air quality, and pollinator programs. She participated in several trainings and has continued onboarding Josh.

Kris reported that she has been busy with the exam preparation course efforts and has spent a lot of time on OWEB FIP application edits and reviews. She also mentioned she is working with OSU extension and the CGFG on building a program to address unmanaged orchards.

Heather reported that she has been busy with operational support and the audit. She has also been busy with the FIP application and programming.

Directors' reports –

Chuck explained that the Tony Creek restoration project is complete and they are working on site planting. He also took Leslie King on a tour of the EFID system with Brian.

Andrew reported that harvest is finished and he is working to winterize the farm.

Annie reported being busy and working on some interesting fish passage and storm water projects.

Brian reported that he also has finished harvest.

Permits –There were no permits of note.

The next meeting will be on Thursday November 2nd at 4 p.m. held at the OSU extension office conference room.

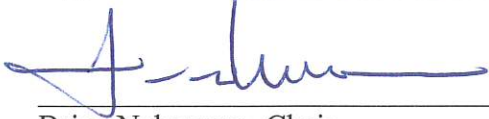
Summary of Actions Taken:

- ✓ Moved, seconded, and approved consent agenda.
- ✓ Moved, seconded, and approved to approve the Plan of Action document

Respectfully submitted,

Kris Schaedel, Conservation Specialist

Approved at the November 2, 2023 meeting of the Hood River SWCD.



Brian Nakamura, Chair

**Hood River Soil & Water Conservation District
Minutes from November 2nd, 2023 District Board Meeting**

Present: Directors: Brian Nakamura, Andrew Halliday, Annie Alsheimer, and Ben Saur
Associate Directors: Chuck Gehling, Chal Oates, Richard Larsen
District and NRCS Staff: Heather Hendrixson, Kris Schaedel
Visitors- None

**Note November's meeting was held in person at the OSU conference room with an online option.*

Consent agenda – Andrew moved, and Annie seconded:

- To approve the minutes of October 5th, 2023, as written.
- To accept the October 2023 Profit & Loss statement and Balance Sheet as distributed. As of October 31st, the balance in the bank accounts (including the CD) was **\$287,426.78**. Income of \$67,930.18 included: \$67,214.25 from ODA for the two agricultural water quality support grants and \$715.93 in expense reimbursement from the HRWG.
- Expenses were those authorized at the October meeting.
- To approve payment of bills #5403-5412 and bank transfers to Lease Direct, ADP, and Vanguard as follows:

Bills to be Paid		November 2, 2023	
Check No.	Payee	Account	Amount
DD/EP	staff	staff wages and liabilities (not SIMPLE IRA)	\$13,567.49
5403	MCAREC	office rent (May 1, 2023 rate increase)	\$1,130.29
5404	US Bank	Clicktime, Zoom, Bluehost	\$168.93
5405	Century Link	Office phone service	\$214.95
5406	Heather Hendrixson	misc. expenses reimbursement	\$716.71
5407	Kris Schaedel	misc. expenses reimbursement	\$356.21
5408	Brittany Welsh	misc. expenses reimbursement	\$20.96
5409	Weatherly Printing	annual report printing	\$958.85
5410	Andrew Spaeth Consulting	OSFM support, final payment	\$5,000.00
5411	NACD	annual dues	\$50.00
5412	Pacific Office Automation	copies - invoice # 730605	\$29.28
EP	ADP	payroll services	\$70.16
EP	Lease Direct	copier lease	\$73.44
EP	Vanguard IRA	Simple IRA	\$1,269.10
		Total	\$23,626.37

Old Business:

Kris provided an update on efforts to bring a **Spanish private pesticide applicators license exam preparation course** to Hood River and to become a **certified pesticide testing center**. She reported to the group that ODA has given the HRSWCD permission to become a certified pesticide testing center. This will act as a pilot project throughout the state. She is in the process

of securing contracts with ODA and the Metro Institute, the CGFG for internet, the Pine Grove Grange to secure the venue, and Radcomp to secure IT support. She outlined the status of Oregon exam and pass rates for the exam. She outlined the plan for the exam preparation classes and administering the Oregon and Washington test. The group was supportive.

New Business:

Heather reported that the **OACD is having board elections** and the Hood River SWCD needs to vote for their selected candidates. She explained that there are three open positions and multiple candidates for each seat. The group reviewed the list of candidates and discussed the options. Ben moved and Andrew seconded to vote for Whitney Rohrer for the East At-Large position, and Stan Dean and Jan Lee for the two open At-Large positions. The motion passed unanimously.

Informational Reports –

Carly was not present however Heather reported that Carly was awarded the Watersmart grant to fund irrigation projects in the MFID. She also has money for forest health work.

Kris reported that she has been busy with the exam preparation course efforts and spent a lot of time on the OWEB FIP application edits and review; the application was submitted earlier in the month. She also mentioned she is working with OSU extension and the CGFG on building a program to address unmanaged orchards. Also, she worked to facilitate the Pest and Disease Management training with Leo Garcia that happened November 1st and 2nd.

Heather reported that she has been busy with operational support and the audit. She has also been busy with the FIP application and the annual report. She worked with Brittany on OWEB small grants and the OSWB grant for garlic mustard. She attended the OACD annual meeting in Redmond and the FID fish salvage. Heather reported that the district did not get funding for the mobile chipping program but she is waiting to hear about a couple other proposals to do that work.

Directors' reports –

Ben has been busy wrapping up the season. The fill your pantry event will be on Sunday 12-4. He is also working with NRCS for a hedgerow and raptor boxes. He also discussed the potential to lease farmland nearby.

Chuck participated in the FID and EFID fish salvage. The HRWG annual celebration is on November 9th 6-9 pm at the Ruins. He is also working on trails every Tuesday with the Parks District.

Chal had been busy with a local theater production and has been working to winterize the farm.

Andrew has been busy working to winterize the farm.

Annie reported being busy and working on fish passage and storm water projects.

Rick has continued to participate in the 4 forest collaboratives.

Brian participated in the EFID fish salvage. EFID is also continuing drainage work on the Eastside of the Valley. He has been busy winterizing the farm.

Permits –There were no permits of note.

The next meeting will be on Thursday December 7th at 4 p.m. held at the OSU extension office conference room.

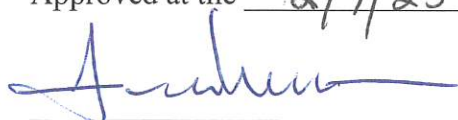
Summary of Actions Taken:

- ✓ Moved, seconded, and approved consent agenda.
- ✓ Moved, seconded, and approved to approve voting for Whitney Rohrer for the Eastern At-Large position, and Stan Dean and Jan Lee for the two open At-Large positions on the OACD board.

Respectfully submitted,

Kris Schaedel, Conservation Specialist

Approved at the 12/7/23 meeting of the Hood River SWCD.



Brian Nakamura, Chair



**Hood River Soil & Water Conservation District
Minutes from December 7th, 2023 District Board Meeting**

Present: Directors: Brian Nakamura, Pete Siragusa, Annie Alsheimer, and Ben Saur
Associate Directors: Chuck Gehling, Chal Oates
District and NRCS Staff: Heather Hendrixson, Kris Schaedel, Carly Heron
Visitors- Lissa Biehn

**Note December's meeting was held in person at the OSU conference room with an online option.*

Visitors: Lissa Biehn reported that FSA is hiring if anyone knows anyone looking for a job. She provided the group more details on the position. Acreage reports need to be submitted for the 2024 season before January 15th.

Consent agenda – Annie moved, and Ben seconded:

- To approve the minutes of November 2nd, 2023, as written.
- To accept the November 2023 Profit & Loss statement and Balance Sheet as distributed. As of November 30th, the balance in the bank accounts (including the CD) was **\$288,726.35**. Income of \$24,940.45 included: \$24,148.50 from ODA for quarterly support, and \$791.95 in expense reimbursement from the HRWG.
- Expenses were those authorized at the November meeting.
- To approve payment of bills #5413-5422 and bank transfers to Lease Direct, ADP, and Vanguard as follows:

Bills to be Paid		December 7, 2023	
Check No.	Payee	Account	Amount
DD/EP	staff	staff wages and liabilities (not SIMPLE IRA)	\$13,782.66
5413	MCAREC	office rent (May 1, 2023 rate increase)	\$1,130.29
5414	US Bank	Clicktime, Zoom, food for pesticide mtg	\$165.09
5415	Century Link	Office phone service	\$207.87
5416	Heather Hendrixson	misc. expenses reimbursement	\$62.76
5417	Kris Schaedel	misc. expenses reimbursement	\$2,177.10
5418	Brittany Welsh	misc. expenses reimbursement	\$71.42
5419	Columbia Gorge Fruit Growers	annual report mailing	\$481.56
5420	The Next Step	Leo Garcia -OWEB pesticide mgmt grant	\$4,000.00
5421	SDAO	annual dues	\$140.00
5422	Pacific Office Automation	copies - invoice # 800798	\$30.76
EP	ADP	payroll services	\$73.67
EP	Lease Direct	copier lease	\$73.44
EP	Vanguard IRA	Simple IRA	\$1,269.10
		Total	\$23,665.72

Heather explained to the group that it would be helpful to have a higher **credit limit on the district's credit card**. Currently there is a \$2,000 credit limit. This limitation makes it so that

staff have to use their personal credit cards for work related items. Pete moved and Ben seconded raising the credit limit on the district credit card to \$5,000. The motion passed unanimously.

Additionally, Heather will work to add both Pete and Andrew as signatories to the account. The group was supportive.

Old Business:

Kris provided an update on efforts to bring a **Spanish private pesticide applicators license exam preparation course** and to become a **certified pesticide testing center**. She reported to the group that ODA has given the HRSWCD permission to become a certified pesticide testing center. This will act as a pilot project throughout the state. She is in the process of securing contracts with ODA and the Metro Institute, the CGFG for internet, the Pine Grove Grange to secure the venue, and Radcomp to secure IT support. Kris, Heather, and Ashley will take the Metro Institute training and become proctors. She will also be meeting with One Community Health on becoming bilingual proctors. She outlined the plan for the exam preparation classes and administering the Oregon and Washington test. The group was supportive.

Heather reported that **the OACD board elections** took place and the candidates the board voted for were elected to their positions. Whitney Rohrer secured the East At-Large position, and Stan Dean and Jan Lee secured the two open At-Large positions. The group was supportive.

New Business:

Heather reported that Brittany has taken the lead on applying for the **Oregon State Weed Board** grant to secure funding for two years of treatments of garlic mustard. Heather, Kris and Brittany met with ODA regarding the application. Brittany will make the recommended edits to the application and submit it by December 15th. The group was supportive.

Kris reported that she wrote an application for a **Western Integrated Pest Management Grant** that was submitted earlier today. It will provide support to OSU, the CGFG, and the SWCD to implement the unmanaged orchard and backyard fruit program.

Informational Reports –

Carly reported that she has been busy with EQIP applications. She also reported that irrigation and forestry can be funded through IRA and EQIP. She attended the Landscape Resiliency Summit and has been conducting site visits and completion inspections. The Local working group meeting will be held in January.

Kris reported that she has been busy with the exam preparation course efforts. She also spent a lot of time working with OSU extension and the CGFG on building a program to address unmanaged orchards. There will be a WPS/ Handler training on January 18th and 19th. She also was interviewed for the SDAO video for the outstanding employee award.

Heather reported that she worked closely with Brittany and got three OWEB small grants submitted. She has been working to secure the 2024 CTWS contract. She attended the All-Lands Partnership meeting, where there has been good participation from a lot of partners. She

also explained that now that the SWCD is the “weed entity” she would like to facilitate some meetings that prioritize weeds to control in Hood River County.

Directors’ reports –

Chal has been busy pruning and winterizing the farm.

Annie reported being busy and working on fish passage and storm water projects and will also attend the “Sense of Place” lecture on native plants.

Chuck participated in the HRWG annual celebration at the Ruins. He went to look at potential projects with the HRWG and CLT at the Powerdale lands.

Ben has been busy winterizing the farm.

Pete has been busy with farm operations and pruning. He is interested to learn more about the Hood River County community wildfire preparedness plan. He reported that a contractor rebuilt the wetlands near Kingsley reservoir. There will be an FID open house for public comment on the FID pipeline.

Brian participated in the Oregon Water Resources Congress annual meeting in Hood River. There were multiple good presentations. EFID has continued work on their pipelines and eastside drainage work. He has been busy winterizing the farm.

Permits –There were no permits of note. Heather updated the group that the campground at the old Dee Mill site has been denied. There were two housing proposals adjacent water sources but adequately sited, so no comment necessary.

The next meeting will be on Thursday January 4th at 4 p.m. held at the OSU extension office conference room.

Summary of Actions Taken:

- ✓ Moved, seconded, and approved consent agenda.
- ✓ Moved, seconded, and approved to approve raising the credit limit on the district credit card to \$5,000

Respectfully submitted,

Kris Schaedel, Conservation Specialist

Approved at the Jan 4, 2024 meeting of the Hood River SWCD.



Brian Nakamura, Chair

