Hood River Soil & Water Conservation District Minutes from March 7th, 2024 District Board Meeting

Present: Directors: Brian Nakamura, Annie Alsheimer, Andrew Halliday, and Ben Saur (zoom)

Associate Directors: Chuck Gehling, Chal Oates

District and NRCS Staff: Heather Hendrixson, Brittany Welsh

Visitors- Nina Caldwell with ODA (zoom)

*Note March'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 February 1st, 2024, as written.
- To accept the February 2024 Profit & Loss statement and Balance Sheet as distributed. As of February 29th, the balance in the bank accounts (including the CD) was \$288,528.43. Income of \$49,966.92 included \$732.19 in expense reimbursement from the HRWG, \$24,148.50 from the ODA District Support, \$6,456.01 from workshop fees, \$1,360.76 from the tree/plant sale, and \$17,269.46 from the NRCS Pollinator CIG Project.
- Expenses were those authorized at the February meeting.
- To approve payment of bills #5443-5451 and bank transfers to Lease Direct, ADP, and Vanguard as follows:

Bills to be Paid March 7, 2024

Check No.	Payee	Account	Amount
DD/EP	staff	staff wages and liabilities (not SIMPLE IRA)	\$15,398.49
5443	MCAREC	office rent (May 1, 2023 rate increase)	\$1,130.29
		Clicktime, Zoom, Microsoft 365, Grange deposit, Metro Institute (exam reg), ISEP	
5444	US Bank	reg.	\$3,005.98
5445	Century Link	Office phone service	\$200.90
5446	Kris Schaedel	misc. expenses reimbursement	\$3,682.46
5447	Heather Hendrixson	misc. expenses reimbursement	\$994.99
5448	Brittany Welsh	misc. expenses reimbursement	\$45.44
5449	WSU Extension Publishing	Pest exam prep manual Spanish-shipping	\$99.97
5450	Northwest Graphic Works	sweatshirts with SWCD logo	\$662.35
5451	Pacific Office Automation	copies - invoice #008676	\$30.53
EP	ADP	payroll services	\$58.46
EP	Lease Direct	copier lease	\$73.44
EP	Vanguard IRA	Simple IRA	\$1,356.21
		Total	\$26,739.51

Old Business:

Heather reported that she followed up with two auditors to work with the district on their annual audit or review, Sensiba located in Bend and Solutions CPA located in John Day. She checked references and reported good reviews for both companies. 3-year contracts were available with Sensiba and Solutions

CPA with about a five percent increase year-over-year. Sensiba is less expensive by about \$2100. The group suggested using Sensiba. Andrew moved; Annie seconded. The motion passed unanimously.

New Business:

Heather reported that the ODF Small Forestland Grant Program was awarded. This grant gives the SWCD funding for 10 mobile wood chipping days from Spring 2024 until Spring 2025. Heather is still waiting for the grant agreement from ODF and is currently working on a draft contract with Mt Adams Resource Stewards (MARS) who will be the contractor performing this work for the district. Since the estimate for the chipping days is about \$34,000, she requested board approval to sign the draft contract with MARS as well as the ODF Grant Agreement. Annie moved; Andrews seconded. The motion passed unanimously.

Heather reported that the district will need to post a new position at the SWCD. She is currently working on updating the position description and tasks, as well as the date range. The position will be responsible for managing the chipping program, OWEB Small Grants, plant sale, and other tasks. The group was supportive.

Heather gave updates on grants, funding and projects. She reported that there is about \$30,000 unallocated in the OWEB Small Grants for this biennium. She also reported that the SWCD should receive word if the district has received the ODF Western States Wildfire grant soon. Heather reported that she is currently working with partners in the county to plan a Wildfire Preparedness Night for Spanish Speakers. This event will take place on May 9th at the Rockford Grange. The group was supportive.

Informational Reports -

Carly reported that she assessed and ranked all EQIP applications for FY24. She has received more funding for the Air Quality program with applications closing in mid-April. She has been busy working on the CPA-52 for forestry applications and ODF to begin job sheets for all forestry applicants. She also attended Oregon NRCS Tech transfer webinar and the OWEB Small grant team meeting.

Kris reported that she was extremely busy preparing for the exam preparation course in February. She reported that the district hosted the course and exam 2/6-2/9. Two people passed the Oregon exam (5%) 6 people passed the Washington exam (15%)- 50% of the class was within 5 questions of passing Washington. She was busy with follow up after the class that included assistance with reciprocal licensing, working with WSDA and OSU PSEP, scheduling a follow-up review and retake class 4/24 and 4/25, and traveling to Salem to discuss the next steps for the Oregon Exam with ODA and OSU PSEP. She also prepared her presentation for the American Association of Pesticide Control Officials annual conference in Washington DC. The FIP interviews will be in mid-March and there has been preparation for that. She has continued to participate in the OWEB Small Grant Rules Advisory Committee meeting and assisted with the plant sale.

Heather attended the Winter Hort meeting and Invasive Species and Exotic Pest Workshop. She assisted Kris with the exam preparation class. She submitted OR pesticide credits for the upcoming WPS

class in April. She attended the meeting with Kris, ODA, and OSU PSEP discussing the Oregon pesticide exam. Heather hosted the Small Grant Team meeting and approved 3 new grants. She followed up on the three new grants and submitted grant agreements to OWEB. She also updated the group that the SWCD was not awarded the Western IPM grant for backyard fruit and unmanaged orchards projects. She attended the OACD board meeting and met with Carly, OSU Extension Wildfire agent Kayla, and Ubaldo with Comunidades to continue planning Spanish language wildfire preparedness workshop. She also attended a meeting and field trip with Steve Pappas and Hans Berge of Cramer Fish Sciences to discuss water conservation projects and monitoring.

Brittany attended the Invasive Species and Exotic Pests Workshop in Stevenson. She also presented about the Puncturevine Project on the Hood River Waterfront during the workshop. She has been busy managing the plant sale as well as preparing three new OWEB Small Grants. Brittany attended and presented the three grants at the OWEB Small Grant Team meeting.

Directors' reports -

Annie reported being busy with work, but projects are coming to a close. She also reported that she received a concussion and is beginning to feel a lot better.

Andrew has been busy pruning and is behind due to snow. Now that the snow has melted on-farm work can continue and he may begin spraying soon.

Chuck attended the Watershed FIP partners meetings. He reported that it was a good meeting and all important matters seem to be covered for the FIP interview in Salem. He will be attending a tour of Powerdale with Inter-fluve where various sites will be visited.

Richard has been busy participating in four different forest collaborative groups and their meetings. There are no big projects going on quite yet.

Ben has been busy wrapping up winter projects. They are beginning to germinate seeds and work their horses. They are beginning work on a pollinator project as well as hardening a paddock.

Brian complimented Kris on the Oregon Pesticide exam work. He reported EFID has continued work on their pipelines and two sub-laterals have been completed. Flow restrictors have been placed on most of the outlets. He has also been busy with pruning.

Permits —Heather reported that there was a permit submitted by BPA to update powerlines. There are no wetlands to restore so money is being put into a mitigation fund.

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

Summary of Actions Taken:

- Moved, seconded, and approved consent agenda.
- → Moved, seconded, and approved to accept Sensiba as the SWCD's new auditor.
- Moved, seconded, and approved to have Heather sign contracts with ODF and MARS for mobile chipping.

Respectfully submitted,

Brittany Welsh, Conservation Technician

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

Brian Nakamura, Chair