



Washington Association of Conservation Districts

Board of Directors Meeting

March 24, 2015

Pine Room, Olympia Red Lion Hotel

Notes Approved June 23, 2015

MOTIONS

- **Motion:** Dean Longrie moved to approve the 12/1/2014 Board of Directors Draft Meeting Notes as submitted. Jeff Ellingsen seconded. The motion carried.
- **Motion:** Dean Longrie moved that the February 2015 financial report and the revised executive operations budget be approved as submitted. John Preston seconded. The motion carried.
- **Motion:** Tom Miller recognized that while WACD is not a public agency, he moved to adopt the Draft Records Policy and the Draft Records Retention Policy as consistent with the records policies that most public agencies follow. Dean Longrie seconded. The motion carried to adopt the two policies.
- **Motion:** Dean Longrie moved to adopt the 2015-17 Tribal Outreach Task Force Work Plan. John Preston seconded. The motion carried.
- **Motion:** Dean Longrie moved to authorize the WACD Executive Director to execute, on behalf of WACD, settlement documents in the Citizens for Sustainable Development vs. WACD matter, consistent with the Board's prior direction to the Executive Committee and the Executive Director. This includes a decision on a final settlement amount as approved by the Executive Committee at or reasonably close to the WACD settlement offer contained in Foster Pepper's 3/25/2015 response to attorney Ellsworth. Robin Flem seconded. The motion carried.

Board of Directors Present

Alan Stromberger, President

Mark Craven, Vice President

Michael Crowder, National Director

Wendy Pare, Secretary Treasurer

Don Hatler, NW Area Director

Jeff Ellingsen, NW Area Director

Dean Longrie, SW Area Director

John Preston, NC Area Director

Mark Moore, SC Area Director

Tom Miller, NE Area Director

Robin Flem, SE Area Director

Board Members Not Present

David Guenther, Past President

John McLean, NC Area Director

Gail Thornton, SC Area Director

Eddie Johnson, NE Area Director

Jerry Hendrickson, SE Area Director

Kathy Whalen, WADE President

Others in Attendance for All or Part of the Meeting

Jim Jesernig, Coyne Jesernig
Monte Marti, Snohomish CD
Tanna Engdahl, Clark CD
Lynn Engdahl, Clark CD
David Hall, Thurston CD
Craig Nelson, Okanogan CD
Albert Roberts, Okanogan CD
Bill Knutsen, King CD

Mark Clark, WSCC
Roylene Rides at the Door, NRCS
Lee Hall, Ferry County CD
Joe Holtrop, Clallam CD
Carolyn Kelly, Skagit CD
Lorah Super, Okanogan CD
Larry Davis, Whatcom CD
Karen Bishop, WADE Vice President

Staff Present

Dave Vogel, Executive Director
Deb Gregory, Administrative Coordinator

President Alan Stromberger opened the meeting at 1:00 p.m. by welcoming everyone to Olympia for WACD's annual legislative days.

Alan reported that he's been traveling around the state and most recently attended Okanogan CD's annual meeting and banquet. He has also attended the January and March Commission meetings and tours.

Alan noted that WACD's annual legislative days is one of the most important Association events throughout the year that provides an opportunity to emphasize our budget message to legislators as they develop their budgets.

WACD Business

- 12/1/2014 Board of Directors Draft Meeting Notes – **Motion:** Dean Longrie moved to approve the notes as written as final. Jeff Ellingsen seconded. The motion carried.
- February 2015 Financial Report – Wendy noted that despite the winter freeze and the loss of nursery stock, the PMC is now back on budget for sales.
- WACD put out an RFP seeking to find a new CPA. Three responses to the RFP were received and two firms were interviewed. WACD has selected the firm of Larson Gross as its new CPA firm. There is a staff of 75 individuals with offices in both Bellingham and Burlington. The firm specializes in non-profits where there is also a retail function attached like the PMC is to WACD. Wendy said that through this process, Larson Gross brought several issues to staffs' attention that need to be addressed. Those issues are now being worked on.
- Wendy also noted that work is underway to realign the reserve accounts and will be making a recommendation to the Board on what those reallocations need to be at the June meeting.
- Wendy has also reviewed all of the Association's insurance policies and found some gaps and some overlaps through multiple policies with multiple brokers. Work is on-

going to consolidate all under one broker to ensure we have the right coverage for the organization. More information will be provided at the June Board meeting.

- Revised WACD Budget – WACD is currently has a budget deficit of \$21,000 due in part to the public records lawsuit. Also, when WACD realigned the dues structure, there were some concessions made to Jefferson County and San Juan Islands CDs which put WACD in the negative column. Adams CD has made a partial dues payment and will be reevaluating their ability to pay the remainder as they get closer to the end of the fiscal year. The other item is for annual meeting expenses. WACD did not make its revenue projections for the annual meeting or for the auction which have also contributed to the deficit.

Motion: Dean Longrie moved that the February financial report and the revised executive operations budget be approved as submitted. John Preston seconded. The motion carried.

- Draft records policy and records retention policy. Dave Vogel explained the two draft policies came about as a result of review of records policy following the Public Records Act lawsuit. It will mean that WACD will change its records retention policy and establish a new records policy overall. **Motion:** Tom Miller recognized that while WACD is not a public agency, he moved to adopt these two policies consistent with the records policies that most public agencies follow. Dean Longrie seconded.

Don Hatler inquired about the weekly Executive Committee conference calls and the notes that are prepared as a result of those calls and asked if the Board could receive copies of those also. Dave Vogel responded that the Executive Committee is a subcommittee of the larger Board of Directors. In the past, the Executive Committee and Board of Directors discussed release of those notes and decided to retain those records in some confidence and do summary reports instead for release to the Board. With the adoption of these new policies, WACD will be reviewing how these move forward to implementation by developing some procedures. Dean Longrie believes having a record of decisions the Executive Committee makes would be helpful. Mark Craven suggested a list of motions or actions taken by consensus during those calls could be done on a quarterly basis and shared at each Board meeting. The motion to adopt the two policies carried.

- Tribal Outreach Task Force 2015-17 Draft Work Plan – The task force has been in operation for two years with President Stromberger extending the task force for an additional two years. Tanna Engdahl of Clark CD is the task force Chair. There has been significant effort over the past several months to develop a work plan to carry the task forward for the next two years. A survey was taken by WACD membership toward the latter part of 2014 to help put the draft together. The focus now is on the training aspect of the task force's work. To help kick off those efforts, a Tribal Outreach and Partnership Seminar is taking place April 28-29, 2015 for one and a half days at the Kiana Lodge in Poulsbo, WA to discuss tribal treaties, trust obligations and the protocols for communicating with Tribes. Also, if there is a project a district wants to get started, there will be some technical experts available on the second half-day to help. Tanna thanked those on the Board who helped provide input to the draft work plan at the annual meeting. The task force has received a lot of support from its partners NRCS and the Conservation Commission to help carry out these efforts.

Dave Vogel encouraged district supervisors and staff to attend to either begin partnerships or strengthen existing ones. **Motion:** Dean Longrie moved to adopt the 2015-17 Tribal Outreach Task Force Work Plan. John Preston seconded. The motion carried.

Area Directors Forum

- The forum is an opportunity for Area Directors to engage one another and the officers on topics of importance to them. Don Hatler believes the past discussions about wish lists for funding should be revisited with a look at how funding sources can be better stabilized.
- Jeff Ellingsen noted that he and Don Hatler have discussed dividing up the NW Region between them so that each are responsible for contacts with specific districts in the region.
- Elections – At some point, WACD and the Conservation Commission will need to address how district supervisor elections are conducted across the state. Dave Vogel described possible resolution activity at area meetings in 2015 on this issue.
- Mark Moore reported that Central and Eastern Klickitat CDs are concerned about the concept for a blanket exemption for cultural resources. The districts are hoping the Commission could somehow work on that issue. Mark Clark reported that there is now a statewide group that is working together (RCO, DOE, WDFW, WSCC among others). Some progress is being made on this issue.
- Kittitas County CD is a year early in renewing their assessment and is in the process of changing to a system of rates and charges.

NACD Spring Fly-In, Washington, D. C., March 16-18, 2015

Michael Crowder reported the fly-in created great communication opportunities for WACD in Washington, D.C. Accompanying Michael on the trip was Dave Vogel, Wade Troutman from Foster Creek CD, Tanna Engdahl from Clark CD and Tribal Outreach Task Force Chair, and from WACD's partners, Mark Clark and Ron Shultz from the Conservation Commission, and Roylene Rides at the Door from NRCS. The partnership met with:

1. Congressman Dan Newhouse
2. Congressman Denny Heck
3. Staff from Senator Patty Murray's office
4. Staff from Senator Maria Cantwell's office
5. Staff from Congressman Derek Kilmer's office
6. Staff from Congresswoman Cathy McMorris Rodgers' office
7. Staff from Congresswoman Suzan DelBene's office
8. Ann Mills, Office of the Secretary, USDA

Topics for discussion included the Tribal Outreach Task Force and locally led as well as RCPP, CRP, EQIP and the Carlton Complex Fire. The partnership emphasized to the delegation and NACD that they want to set priorities from the bottom up, not from the top down. Conversations were also had with NRCS Chief Jason Weller and Deputy of Science and Technology Wayne Honeycutt. The partnership is confident that NRCS knows our issues. Tanna commented that it was a privilege for her to be able to attend with the partnership and believes they made a

positive impression on the elected officials and staff. Michael complimented Tanna on how well she represented Washington State and the work of the task force.

In addition, Mark, Ron and Roylene met with staff from the Office of Management and Budget.

NACD Summer Meeting – July 11-13, 2015

NACD is holding their annual summer meeting in Washington State this year on July 11-13 in Spokane. Conversations are on-going about arranging a tour for attendees. There will also be the usual business meeting portion that NACD conducts during their summer session. Michael encouraged everyone to attend.

2014 Resolutions Update

2014 Resolutions Update – Dave Vogel provided an update on the status of each of the 2014 resolutions. WACD is in good shape as most of them deal with the budget. The budget related resolutions have been accepted by the Commission and incorporated into the budget work now underway.

Legislative Days Overview

Jim Jesernig provided an update on the current status of some important legislation WACD has been following. He reinforced messaging on the budget. WACD support for:

- Governor's budget plus modest increases
- Extra \$4 million for non-shellfish Capital Budget projects
- \$1.4 million increase for technical assistance for districts in Operating Budget

Partner Reports

- WADE – Karen Bishop, WADE Vice President sitting in for Kathy Whalen, WADE President, advised that this year's WADE training is June 15-17, 2015 at the Sleeping Lady conference center in Leavenworth. Karen asked the Board to encourage their district's supervisors, especially new ones, to attend. As in the past, there will again be one scholarship per district with the deadline for applications March 31. WADE will work to promote the Tribal Outreach and Partnership Seminar to encourage more district participation.

WSCC – Mark Clark

- Mark reported that several districts are struggling with staffing issues (not having any staff), and more than that, are having financial issues. Rent has also become an issue for some of the districts. The Commission is taking a look at some other agencies and their cash flow policies. The Commission has increased the rate at which funds can be advance withdrawn, which should help. Mark asked if any of the districts are having these issues, please let the Commission know as they have contacts for additional resources that they can put districts in touch with.
- The Commission has two new staff additions finally putting them back to a full staffing complement.
- Alan Stromberger reported that Adams CD has filled their vacant supervisor position with Rob Dewald. The district has also hired a new bookkeeper which is great news for the district.

- Mark Craven thanked the Commission for recognizing the funding needed for some of the financially strapped districts.
- The May Commission meeting will be in Ellensburg and will include a strategic plan work session to re-do their five-year plan.

NRCS – Roylene Rides at the Door

- Roylene's office now has their budget in hand with the exception of one fund, which will be funded soon.
- NRCS is moving forward with the large task order agreement with the Commission and moving it on to HQ in Washington, D. C. Roylene is hoping to have the agreement finalized and in place by July 1 of this year.
- Roylene reported that cooperators soon will have to have a conservation plan in place before they can apply for NRCS programs. That is the direction NRCS is moving to within three years.
- The new Client Gateway will go live in April. Producers will receive a logon and a password. Roylene is excited about this as it will help NRCS be more effective and efficient in the future.

At this point, the Board of Directors adjourned their regular meeting at 4:40 p.m. to move into executive session to discuss the Public Records Act lawsuit.

The Board reconvened their regular meeting. **Motion:** Dean Longrie moved to authorize the WACD Executive Director to execute, on behalf of WACD, settlement documents in the Citizens for Sustainable Development vs. WACD matter, consistent with the Board's prior direction to the Executive Committee and the Executive Director. This includes a decision on a final settlement amount as approved by the Executive Committee at or reasonably close to the WACD settlement offer contained in Foster Pepper's 3/25/2015 response to attorney Ellsworth. Robin Flem seconded. The motion carried.

The meeting adjourned at 5:15 p.m.

Respectfully submitted,

Deb Gregory
Administrative Coordinator