



**Board of Supervisors  
Monthly Meeting Minutes  
Tuesday, August 30, 2016  
2:00 PM**

**Thurston**  
**Conservation District**  
Local solutions to local problems

**Present at the meeting:**

- |    |                                     |                                    |
|----|-------------------------------------|------------------------------------|
| 9  | Kathleen Berger, Staff              | Stephanie Bishop, Staff            |
| 10 | Robin Buckingham, Staff             | Samantha Fleischner, Board Auditor |
| 11 | Amy Franks, Staff                   | Joe Hanna, Citizen                 |
| 12 | Amy Hatch-Winecka, Staff            | Eric Johnson, Board Chair          |
| 13 | Keith martin Jr, NRCS               | Richard Mankamyer, Citizen         |
| 14 | Ashley McBee, Staff                 | Aslan Meade, Board Member          |
| 15 | Sarah Moorehead, Staff              | David Nygard, Staff                |
| 16 | Doug Rushton, Board Member          | Bob Schroeter, WACD                |
| 17 | Kathleen Whalen, Executive Director |                                    |

**Action Items:**

1. Sarah to follow up on how TCD is involved in Land Trust RCPP applications
2. Staff to send updated TCD Facility Needs list to Board & Staff
3. Aslan and Kathy to schedule Tenino facility tour for Board & Staff
4. Staff to send copies of both Strategic Plans to Board (original plan -Board & Staff collaborative plan- & adopted plan)
5. Staff to coordinate Strategic Plan Work Session for beginning of November
6. Staff to coordinate combining Nov & Dec Board meetings
7. Staff to amend Conservation Plan & CREP Plan Policies to reflect Board's updated process of review

TCD has rotating meeting chair duties for each Board Meeting. This month's meeting chair is Eric Johnson. Eric called the meeting to order at 2:02 p.m. There was a quorum.

**1. Welcome, Introductions and Public Comment:**

- Introductions were made
- Richard Mankamyer shared information about personal aquaponics operation

**2. Agenda Review:**

- Addition: Inclusion of SW Area Meeting as Agenda Item #4A
- Postpone Agenda Item #15 to next Board Meeting
- Move financial review to agenda Item #6

**3. Review of July 26, 2016 Minutes, All**

Line Edits: Fix Conservation Plan numbers

**Samantha moved to approve July 26, 2016 meeting minutes, as amended. Doug seconded. No discussion.  
Vote: All in favor. Motion passed.**

**A. Action Item Follow-up**

Action items from July 26, 2016 board meeting addressed in separate report

**4. Partner Reports:**

**A. WACD/NACD, Doug Rushton**

- NACD: No updates
- WACD: Introduced new Executive Director, Bob Schroeter; TCD hosting Oct 12<sup>th</sup> SW Area Meeting; Bob booked South Bay Grange for location; WACD will handle management of inherited event debt

- 54 B. WSCC, Shana Joy  
55 ■ Not present; Kathy shared that comments on Elections Policy and Procedures Manual due on September 2<sup>nd</sup>  
56 C. NRCS, Keith Martin  
57 ■ Provided updates and deadlines for NRCS programs  
58

59 5. **Staff Reports**, All Staff Present

60 A. **Ashley McBee**

- 61 ■ Physical inventory almost complete; Updated Inventory Policy will come before board at Sep/Oct mtng  
62 ■ Working with Kathy on P&P Manual Update; Behind on timeline but moving forward – and we will have a  
63 great product in the end; Section 2 of our P&P manual received first update and review; Going through  
64 review from MRSC and Staff now; Will go out to board on September 13<sup>th</sup> and have two weeks (27<sup>th</sup>) to  
65 submit comments; Not planning to present to board at Sept board meeting; Will find legal counsel to review  
66 employment law policies; Doug suggested Attorney General's office

67 B. **Sarah Moorehead**

- 68 ■ Partnering with OFP for Successional Farm training; Dates Oct 25<sup>th</sup> and Nov 1<sup>st</sup>  
69 ■ Presented draft logo; Reviewed process up to this point; Invited feedback; Consider adding outline of  
70 Capitol; Concern with salmon as center mascot due to perception of tension between salmon and  
71 agriculture, consider including tractor or other object to balance with ag interests/roots; Bring another logo  
72 back to next meeting; Doug suggestion: Elaine O'Neil (WA Farm Forestry Association, resource for  
73 successional training)

74 C. **Kathleen Berger**

- 75 ■ Chehalis Basin Strategy Fund: Finished last of 4 public meetings; 80 total attendees; Chehalis mainstem  
76 (Black river); Lots of interest in restoration and cooperating  
77 ■ CREP: Plan #03-2016 Adjusted fencing, Lowered cost \$5,050; Another contracted signed; Two more ready  
78 to sign; Another CREP project in the works; Will come before board in Sept/Oct

79 D. **Robin Buckingham**

- 80 ■ Completed Riparian Instream Considerations for Conservation Plans (CP) training; Advanced CP course  
81 focusing on riparian planning; Training focused on utilizing tools for on-site visits  
82 ■ Completed CNMP plan for training; Submitted and will hear back in next 4-6 weeks; Will need to be listed  
83 as TSP before can do plans for EQIP

84 E. **Amy HW:**

- 85 ■ End of construction season; Burfoot park bulkhead removal construction in next few weeks; Advocating  
86 for salmon recovery funding process to release funding earlier (Sept); TCD project on McLane Basin,  
87 provided holistic approach to restoration – full suite of services for landowners; Good item for annual  
88 report; Gearing up for leg session; Crafting communications for WA State Salmon recovery; Grant  
89 writing season; Working with other districts on RCPP grant for forestry; Funding to write forest  
90 stewardship plans; Also applying for a DOE centennial grant, Shellfish Grant proposals & another RCPP  
91 for implementation/EQIP  
92

93 AI - Sarah to follow up on how TCD is involved in Land Trust RCPP applications  
94

95 F. **Stephanie Bishop**

- 96 ■ Stephanie provided report on SSG work-to-date in 2016; Focused on Nearshore and Congress Programs  
97 ■ Programs foster student ownership of watershed and implementing practices at home  
98 ■ 25<sup>th</sup> year at SSG; Celebration and looking forward; Looking to diversify advisory board; Traditionally has  
99 been a TCD board member representative (David Hall); Meetings every 2 months from September-May  
100 Includes reps from all jurisdictions, teachers, Trout Unlimited; Doug will now serve as TCD Board  
101 Representative on SSGREEN Advisory Board  
102 ■ Working on aligning with Next Generation Science standards  
103 ■ Requested review and consideration of approval of contract for NOAA grant with Nisqually River  
104 Foundation  
105 ■ Potential Conflict of Interest Disclosure: Doug is former NOAA employee; Board & Staff see no issue  
106

107 **Doug moved to approve Independent Contractor Agreement between Thurston Conservation District &**  
108 **Nisqually River Foundation. Samantha seconded. No discussion. Vote: All in favor. Motion passed.**  
109

110 **6. Vacant Board Seat Interviews, All**

- 111     ▪ Board decision to give interview questions out beforehand; Move on to next agenda item and then come  
112     back; Noted: One of candidates not present, did not notify us ahead of time
- 113     ▪ Richard Mankamyer:
  - 114         1) Facility relocation experience and interest, Education (Sponsoring/Teaching re: industrial hemp),  
115         Holistic Regenerative Farm Planning, Pollinator education
  - 116         2) Farmer all his life; New operation is Aquaponics; Personally at forefront of indoor farming  
117         research and application; Recognizes and flexible to agricultural trends
  - 118         3) Self-employed; Sets own schedule; Able to attend meetings
  - 119         4) Management, planning, research, networking; Done everything a for-profit business of this size  
120         and bigger has done
  - 121         5) Normally, don't have conflicts; Recent example on farm team: Disagreement on management  
122         procedures; Agreed to get friend as arbitrator, came to agreement and moved on; Farm team  
123         happy and prospering
  - 124         6) Strengths: Farmer; Weaknesses: Impatient; Group requires coming to common agreement
  - 125         7) Farm Team; Ag Advisory Committee; Army Officer (Staff Meetings)
  - 126         8) Where does the CD really want to go? Thinks TCD has awesome potential; What can we do to  
127         make TCD more known?
- 128     ▪ Board decided to use 10 minutes for follow-up questions:
  - 129         ○ Aslan – In regards to question #3) Do you feel TCD board seat is a priority and would you make  
130         time? Involved in ag and in leading edge of ag; Important to make time to improve ag for  
131         community and family
  - 132         ○ Amy HW – Candidate referred to business; Provide scope of business: Budget is \$1.5 million;  
133         Small operation been building for three years; Sale commercially at Yelm farmers market, Yelm  
134         coop, and Ricardos; Trying to grow? Always looking up; Really just begun
- 135     ▪ Joe Hanna:
  - 136         1) Local solutions to local problems: Would like to move forward with this idea, Permanent  
137         home/farm for TCD, Image of CD in corporate/industrial building doesn't represent what TCD  
138         does, Re-branding to public, Building public awareness of TCD
  - 139         2) Grew up on a farm, Raised cattle, Brokered hay; Managing family farm now; Helping friend in  
140         developing & registering a herd of certified Kobe beef
  - 141         3) Work for state; Discussed position with supervisor and has no issues with supporting; Excess of  
142         300 hours of vacation time that can be used as well; Not an issue with commitment because a  
143         committed person
  - 144         4) Current job requires overseeing large caseload - Time management; Very committed person that  
145         really digs in; Strong sense of integrity, honesty, and commitment; Familiar with ag industry and  
146         citizens in county
  - 147         5) Example with co-worker; Weren't agreeing on training plan for new hires; Personally sat down  
148         with supervisor who suggested sit down and deciding path forward with co-worker; Did this and  
149         experienced positive outcome and able to move forward
  - 150         6) Strength: Analytical thinker; Can be viewed as negative; Work to avoid negative aspect by  
151         waiting to express thought process until finished thinking; Positive aspect: Dig in and find good  
152         answers; Very precise; Looks at all sides; People see as weakness b/c see it as challenging to  
153         work with
  - 154         7) Family Advocacy Council – Helped change process so family would be involved in medical  
155         discussions and decisions, with doctors and staff; Organized a charity golf tournament, very  
156         successful; Liaison with cedar creek prison; Chair of back to school supply drive at prison
  - 157         8) Same question Richard had; Where are you going to be in 2-5 years? Where do you want to see  
158         the TCD?
- 159     ▪ Board decided to use 10 minutes for follow-up questions:

- 160           ○ Aslan – Question #3) Time availability? Does he use vacation time? Enjoys job; Does not take  
161           long, annual vacations; Out of work by 3:30 daily  
162           ○ Amy HW – Candidate referred to business; Scope of family ag business: Family farm 1 hour day  
163           commitment, more time on weekends; Kobe beef is a large operation - requires computer work  
164           and available when needed  
165

166 **7. Executive Session, Board**

- 167           ▪ Executive Session to discuss applicant qualifications commenced at 4:24pm, for 20 minutes, with Board  
168           Members & Shana Joy in attendance  
169           ▪ Board came out of executive session and returned to public meeting at 4:37pm  
170

171 **Board came out of executive session and returned to public meeting at 4:37pm. Chair polled board to**  
172 **determine if ready to vote.**  
173

174 **Doug moved to appoint Richard Mankamyer to TCD's Board of Supervisors, to fill the elected vacated seat**  
175 **expiring spring 2017. Sam seconded. Vote: All in favor. Motion passed.**

176 **8. Strategic Plan Activities Update, All**

177 **A. Easements, Eric Johnson/Ashley McBee**

- 178           ▪ Sub-Committee Meeting scheduled for September 14<sup>th</sup> (10-12); Sarah working on an agenda and will gather  
179           input from board and staff in that process

180 **B. TCD Facility Relocation, Aslan Meade/Kathy Whalen**

- 181           ▪ Aslan shared information, map, and details about ag business center site in Tenino; Kathy and Sarah have  
182           toured; Big Blue Barn would be best building for TCD; Working on getting numbers together for cost of re-  
183           model; Looking into process and potential barriers for building new buildings  
184           ▪ New construction consideration: SEPA review b/c of additional roofing  
185           ▪ Cost? Transalta (private company) funding source (grant); Including request for as much upgrade and new  
186           building as possible; Economic Development Council (private, non-profit) submitting grant with support  
187           from 20 partners; Land: 1700 acres; Looking at 52 acre piece; Landowner wants to sale, willing to lease  
188           ▪ If TCD moves to this area, want to discuss bringing Rainier, Yelm, & Tenino into District  
189           ▪ Proposal will be submitted in next couple weeks; Richard willing to volunteer as board or member of public  
190           ▪ Who is going to end up owning land? Not yet determined  
191           ▪ Next agenda: Provide financial perspective & longer agenda time  
192

193 **AI - Staff to send updated TCD Facility Needs list to Board & Staff**

194 **AI – Aslan and Kathy to schedule Tenino facility tour for Board & Staff**  
195

196 **C. Path Forward for Updating Strategic Plan (SP), Kathy Whalen**

- 197           ▪ Amy HW provided work-to-date context on Strategic Plan; At staff level, updating original SP, created by  
198           board and staff; Important for re-engaging community in process of renewing Assessment/Rates & Charges  
199           ▪ Staff got WSCC clarification to focus measures of success on quantitative outcomes; Staff committed time  
200           to creating options for measures of success and bring them back to board; Board & Staff to complete SP in  
201           early November workshop with Ray and Shana  
202           ▪ Seeking input from board: Continuation? Want to proceed with this plan? Board decision to continue this  
203           plan of action by completing the SP created by Board & Staff in 2014  
204           ▪ Board feedback: Include track changes from original version; Ensure inclusion of new board & staff  
205           ▪ Plan is to incorporate partner feedback; Brainstorm holding Open House &/or various pathways for partner  
206           incorporation  
207

208 **AI - Staff to send copies of both Strategic Plans to Board (original plan -Board & Staff collaborative plan-**  
209 **& adopted plan)**

210 **AI - Staff to coordinate Strategic Plan Work Session for beginning of November**

211 **AI - Staff to coordinate combining Nov & Dec Board meetings (first two weeks December)**

- 212  
213 **9. Financial Report, Amy Franks**  
214 **A. Monthly Financial Report**  
215     ▪ Amy presented end of year balance sheet and other financials to board; Amy provided notes  
216     ▪ Starting 2017 budget; Invited thoughts on new initiatives; Working on Annual Plan in conjunction with  
217         budget; Let her know if any thoughts/questions  
218 **B. Review of July 2016 Check Register**  
219     ▪ Board reviewed check register  
220     Question: David Hall's reimbursement check not yet deposited; Amy will reissue check  
221  
222 **Check Register Approval: Doug moved to approve the July check register for Check #s 18908-18956,**  
223 **totaling \$104,861.40 & voided check #18931 for \$27.75. Aslan seconded. No discussion. Vote: All in favor.**  
224 **Motion passed.**  
225  
226 **10. Administrative Reports, Kathleen Whalen**  
227 **A. Executive Director's Report**  
228     ▪ If Samantha can attend, will move board meeting to 10am on September 23<sup>rd</sup>  
229     ▪ Board discussed interest in using proxy/write in votes  
230 **B. July Monthly Staff Reports**  
231     ▪ Where did bedding and manure go from fair?; To ag operations, listed various operations  
232  
233 **11. Conservation Plan #09-2016, Doug Rushton/Resource Team Staff**  
234 **A. Conservation Plan #09-2016, Doug Rushton/Robin Buckingham**  
235 **Doug moved to approve Conservation Plan #09-2016. Aslan seconded. No discussion. Vote: Doug,**  
236 **Samantha, & Aslan in favor. Richard abstained. Motion passed.**  
237  
238 **B. Conservation Plan (CP) Summary Template, Kathleen Whalen**  
239     ▪ Provided draft and seeking comments from Board by August 5<sup>th</sup>  
240     ▪ Samantha: Why does TCD Board review CPs? Do other CDs review CPs? TCD is only CD that reviews  
241         Conservation Plans; We do it because that is what we have always done; Other CDs review & approve cost  
242         share  
243  
244 **Samantha moved for Conservation Plans that do not involve cost share to be presented at board meetings**  
245 **via a CP summary. Doug seconded. Discussion: Clarify cooperators that come back for cost share; Amy**  
246 **HW explained how other CDs undertake this process.**  
247  
248 **Friendly amendment: CPs are to be presented at board meetings via a CP summary. Discussion: None.**  
249 **Vote: Doug, Samantha, & Aslan in favor. Richard abstained. Motion passed.**  
250  
251 **AI - Staff to amend Conservation Plan & CREP Plan Policies to reflect Board's updated process of review**  
252 **C. Cost Share Agreement**  
253  
254 **Samantha moved to approve cost-share for 4211 Libby Rd, in the amount of \$2268.43. Aslan seconded. No**  
255 **discussion. Vote: Doug, Samantha, & Aslan in favor. Richard abstained. Motion passed.**  
256  
257 **12. Executive Session: Executive Director Annual Performance Review, All**  
258     ▪ Postponed to September Board Meeting  
259  
260 **13. Board Representation at NACD Annual Meeting, All**  
261     ▪ Postponed to September Board Meeting  
262

- 263 **14. WACD Resolutions, All**  
264     ▪ Resolution Ideas: Public Disclosure Request  
265     ▪ Must be submitted three weeks prior to SW Area Meeting; Will add to end of Rates&Charges Work Session  
266  
267 **15. TCD Advisory Committee, Doug Rushton**  
268     ▪ Postponed to September Board Meeting  
269  
270 **16. Washington Conservation Society Membership, All**  
271     ▪ Postponed to September Board Meeting  
272  
273 **17. Board Meetings into the Future**  
274     **A. Rotating Chair**  
275     ▪ Postponed to September Board Meeting  
276     **B. Meeting Date/Time**  
277     ▪ Postponed to September Board Meeting  
278  
279 **18. Roundtable & Adjourn, All**  
280     A. David Hall Service Recognition  
281     ▪ Invite Treacy & David to a spring 'Open House'/Strategic Plan unveiling  
282     ▪ Did not conduct roundtable

283 Eric Johnson adjourned the meeting at 5:27p.m.

284

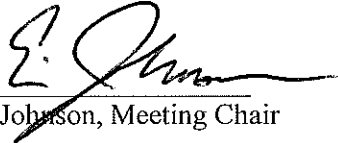
285 Respectfully Submitted,

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Eric Johnson, Meeting Chair