



**Thurston**

**Conservation District**

Local solutions to local problems

**Board of Supervisors  
Monthly Meeting Minutes  
Tuesday, October 25, 2016  
2:00 PM**

**Present at the meeting:**

Kathleen Berger, Staff	Stephanie Bishop, Staff
Amy Franks, Staff	Amy Hatch-Winecka, Staff
Eric Johnson, Board Chair	Aslan Meade, Board Member
Richard Mankamy, Board Member	Doug Rushton, Board Member
Nora White, Staff	Sarah Moorehead, Staff
Kathleen Whalen, Executive Director	Shana Joy, WSCC
Jeff Swotek, NRCS	Chris Sterns, Thurston PUD/Associate Supervisor
James Weatherford, Staff	

**Action Items:**

1. **Board to review Associate Supervisor applications at January board meeting; Chris Stearns will need to be re-appointed**
2. **Staff to bring back information on costs of converting to rates and charges**
3. **Staff to arrange a demo of the pilot on-line absentee ballot request tool at the December meeting**

Eric Johnson called the meeting to order at 2:03 p.m. There was a quorum. TCD no longer has a rotating chair.

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

- Introductions were made

**2. Agenda Review:**

- Additions: Added Comments on the draft of comments for PEIS after staff reports – Kathleen B.
- Supervisor observations by Richard (10 minutes) after 4C

**3. Review of Minutes & R&C Work Session Motions, All**

**A. Action Item Follow-up**

Action items from September 27, 2016 board meeting addressed in separate report

**B. Review of September 27, 2016 Meeting Minutes**

Line Edits: Line #14: Richard is a board member.

**Aslan Meade moved to approve September 27, 2016 meeting minutes, as amended. Richard Mankamy seconded. Some discussion on a piece Doug Rushton had wanted added on that was left out. Vote: three yes, one abstention. Motion passed.**

**C. Review of WACD Resolution Motions**

- Kathy explained the reason for needing to record the actions taken on the resolutions that were proposed at the Easement meeting, held in September.

**Aslan Meade moved to approve WACD Resolution Motions, Richard Mankamy seconded. No discussion. Vote: three yes, one abstention. Motion passed.**

**4. Partner Reports:**

- 54 A. WSCC, Shana Joy  
55     ▪ Recap on budget requests and preparation for legislative season  
56     ▪ Shellfish funds are almost entirely allocated; Some funding being saved for a potential pilot program  
57     ▪ Puget Sound RFP coming out in mid-January; Good Governance under review at WACD; CPDS under  
58         review as well  
59 B. NRCS, Jeff Swotek  
60     ▪ Provided updates and deadlines for NRCS programs  
61     ▪ CNMPs need to be completed by Feb. 17, 2017 to be considered for 2017 funding  
62 C. WACD/NACD, Doug Rushton  
63     ▪ Oct. 12th SW Area Meeting  
64 D. Supervisor Observations, Richard Mankamyer  
65     ▪ Shared his motivations for being on the board and his interest in getting to know the staff and our work;  
66         Kathy committed to following up on getting an office tour scheduled for him, along with additional  
67         training.  
68  
69 5. Strategic Plan Activities Update, All  
70 A. Easement Feasibility, Amy Hatch-Winecka  
71     ▪ Bringing together all parties to talk about short and long term goals  
72 B. TCD Facility Relocation, Aslan Meade  
73     ▪ Tenino site update: Got to do a walk-through of buildings; Looking to do a walkthrough with someone who  
74         could give us a better idea of what it would cost to renovate the big blue barn; next step would be to review  
75         the numbers with Amy F.  
76     ▪ Across the board need for due diligence in looking at other sites and options  
77     ▪ Staff concerns on location and costs voiced  
78 C. Strategic Planning Session, Kathleen Whalen  
79     ▪ We will be meeting as board and staff on November 1<sup>st</sup>; Stu Trefry and Shana Joy to facilitate  
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81 6. Staff Reports, All Staff Present  
82 A. James Weatherford  
83     ▪ Finishing up core trainings (5 sessions) and 2 stream and riparian area trainings; Now in debrief about those  
84 B. Sarah Moorehead  
85     ▪ Legislative Tours: 21<sup>st</sup> went really well. Planning our second and third sessions for Oct. 28<sup>th</sup> & 31<sup>st</sup>  
86     ▪ Clark CDs Urban Livestock Management Handbook being duplicated  
87     ▪ Upcoming Events: Climate Change in Ag. event with WSU on Nov. 18<sup>th</sup>, Plant Sale pre-orders start in  
88         November; Jan. 19<sup>th</sup> renewable energy with Pierce CD; Session with Lewis CD on irrigation- we are  
89         helping with outreach; All these events are on the calendar  
90     ▪ New website is ready! Link will be sent out; New photos of board would be helpful  
91     ▪ Logo: look at and make consideration of the most current version; **Would like three iterations and a**  
92         **fourth that is the old logo so that the board can vote on these at the next meeting**  
93 C. Kathleen Berger  
94     ▪ CREP: featured in the 21<sup>st</sup> legislative tour. Currently starting to implement several different projects with  
95         watering facilities, plantings, and fencing.  
96     ▪ Chehalis Basin Strategy Fund: Continually attending meetings to follow developments; 2nd public  
97         comment session Oct. 27<sup>th</sup>; Letter of support written by a group of CDs for the EIS, to support local projects  
98         and engagement and aquatic species restoration and forest management, buyouts and easements; Copy of  
99         this letter provided to the board.  
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101 **Doug Rushton moved to approve board support for CD-driven Letter of Support for Chehalis Basin EIS.**  
102 **Aslan Meade seconded it. Vote: All in favor. Motion Passed.**  
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106 D. Amy HW:

- 107     ▪ Refining questions and answers to get funding for Lead Entity projects; Will be requesting funding in  
108        upcoming legislative session; Attended salmon recovery conference in Seabeck; Looking at climate change  
109        effects on fish  
110     ▪ Centennial Plan Grant written and submitted with incredible support  
111     ▪ Creating job descriptions for resource tech position and temporary position to assist Kathleen

112 **E. Stephanie Bishop**

- 113     ▪ Last week was water quality monitoring week; 48 classes went participated in collecting and analyzing  
114        water quality samples  
115     ▪ Shoreline Tech. Assistance: 3 sessions done and now site visits are scheduled  
116     ▪ Restoration site at Shelia Cannon's place- would like to nominate her for the Wildlife Steward of the Year  
117        Award with WACD  
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119 **Doug Rushton moved to approve nomination of Sheilah Cannon for WACD Wildlife Steward of the Year**  
120 **Award. Aslan Meade seconded it. Vote: All in favor. Motion Passed.**  
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122 **F. Nora White**

- 123     ▪ Starting full time November 1<sup>st</sup>.  
124     ▪ FarmLink: 157 acres matched and new additions continuing to come in

125 **G. Amy Franks**

- 126     ▪ Working on next year's budget; Working on learning about municipal lending for permanent TCD facility,  
127        with the Tenino site in mind; Attending public works course put on by MRSC  
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129 Doug shared a communication from Samantha, in which she suggested decreasing time spent on Staff  
130 Reports, and how we can restructure those to not take up so much time. (See attached note provided by Doug  
131 at the meeting.) Staff interested in maintaining this because it keeps us connected and provides face-time with  
132 board so we're working together, especially in comparison to the past, when staff felt very disconnected from  
133 the board. Staff also sees the value in these reports, as they help newer board members understand the breadth  
134 and depth of our activities. Discussion on perhaps cutting the administrative report from Kathy and working  
135 to enforce time limits as alternatives.  
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137 **7. Associate Board Supervisor Process, Kathy**

138 **A. Review of process in policy**

- 139     ▪ Joe Hanna is the only person who has currently expressed interest.  
140     ▪ It would be inappropriate to amend the policy during an application process; Changes need to be made after  
141        this process; Interest from Samantha in associate members having a term length of three years with a Jan. 1  
142        start date (see note attached)  
143     ▪ According to our existing policy, we have one active Associate Board Member, Chris Stearns

144 **B. Next Steps**

- 145     ▪ Follow the existing policy  
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147 **AI – Board to review Associate Supervisor applications at January board meeting; Chris Stearns will need**  
148 **to be re-appointed**  
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150 **8. Financial Report, Amy Franks**

151 **A. Monthly Financial Report**

- 152     ▪ Amy presented end of year balance sheet and other financials to board; Amy provided notes

153 **B. Review of September & October 2016 Check Register**

- 154     ▪ Board reviewed check register  
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156 **Check Register Approval: Aslan Meade moved to approve the September check register for Check #s**  
157 **18957-18982, totaling \$67,870.11. Doug Rushton seconded. No discussion. Vote: All in favor. Motion**  
158 **passed.**  
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- 160 **Check Register Approval: Aslan Meade moved to approve the October check register for Check #s 18983-**  
161 **18997, totaling \$32,855.56. Doug Rushton seconded. No discussion. Vote: All in favor. Motion passed.**  
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- 163 **C. 2017 Budget Development**  
164 **▪ Amy briefly reviewed proposed staffing plan and assessment budget, asking Supervisors to review**  
165 **▪ Amy will send the board the rest of the proposed budgets (grants) before Thanksgiving.**  
166 **▪ Board needs to approve budget by 12/31; Provide comments and input back to Amy**  
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- 168 **9. Administrative Reports, Kathleen Whalen**  
169 **A. Executive Director's Report**  
170 **B. September Monthly Staff Reports**  
171 **C. PSCD Letter of Support for Floodplains by Design funding**  
172 **▪ Kathy discussed the letter and concerns among other Puget Sound CDs; No benefit to South Sound; Staff**  
173 **recommendation was to not sign, board agreed**  
174 **D. WACD Annual Meeting Registration**  
175 **▪ Board needs to make their hotel registrations (Board doesn't pay for their rooms, Kathy does); Aslan is not**  
176 **attending; Doug, Eric, and Richard plan to attend; Kathy will potentially attend**  
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- 178 **10. Policy Updates, Kathleen Whalen – Tabled to December Meeting**  
179 **A. Inventory Management**  
180 **B. Conservation Plan Review**  
181 **C. CREP Plan Review**
- 182 **11. Rates & Charges Assessment Follow-Up, All**  
183 **▪ If we make this shift now, we can co-op with other districts to retain the person who does the number**  
184 **crunching**  
185 **▪ Board not ready to make decision; Need to know what costs have been to convert to rates and charges.**  
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- 187 **AI - Staff to bring back information on costs of converting to rates and charges**  
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- 189 **12. 2017 District Election, Kathleen Whalen**  
190 **▪ Kathy shared WSCC has not yet made a decision regarding whether or not to run all CD elections on one**  
191 **day or one week.**  
192 **▪ Kathy recommendation to continue to hold TCD election on the same date as Plant Sale to increase turnout**  
193 **▪ Board requested a demo of the pilot on-line absentee ballot request tool**  
194 **▪ At the next meeting, board will need to adopt a resolution for district elections**  
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- 196 **AI - Staff to arrange a demo of the pilot on-line absentee ballot request tool at the December meeting.**  
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- 198 **13. Other Business**  
199 **A. TCD Advisory Committee, Doug Rushton**  
200 **▪ Use extended outreach network to bring folks on board for the committee; Board needs to think about it;**  
201 **Revisit at December board meeting**  
202 **B. Future Board Meeting Schedule & Meeting Chair, All**  
203 **▪ The board decided to drop the rotating chair model**  
204 **C. NACD Annual Meeting: TCD Representation, All**  
205 **▪ Board requested that the budget allow for three attendees**  
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- 207 **Aslan Meade moved that the budget allow for up to three attendees at the NACD Annual Meeting.**  
208 **Richard Mankamyer seconded. Vote: All in favor. Passed.**  
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- 211 **14. Executive Session: Executive Director Annual Review - TABLED**

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**15. Roundtable & Adjourn, All**

- Aslan:** Commented that legislative tour was very helpful and beneficial. He's heard from Wayne Fournier how helpful and beneficial it was as well. Kathleen B.'s work with CREP and the Chehalis Basin is impressive and helpful
- Doug:** Provided his personal cell number to board members, asking that contact with him first be attempted through his home phone, and to only call his cell only in an urgent situation

Eric Johnson adjourned the meeting at 5:48p.m.

Respectfully Submitted,



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Eric Johnson, Meeting Chair

On Mon, Oct 24, 2016 at 3:06 PM, Samantha Fleischner <[sfleischner@conserveva.net](mailto:sfleischner@conserveva.net)> wrote:  
Good Afternoon Doug,  
Seeing as I won't be at the meeting tomorrow I took some time this weekend to go over the board packet the best I could with budget looming over my head.

Here is what I have if you'd like to relay it on to the board:

- Associate Members: They need to have a term. We are elected officials and we have a term. If the goal in having associate members is to potentially groom them, they need to be familiar with the process that we have to go through as board supervisors. I think we should look at doing a similar term (three years) but with a January 1 start date.

-Staff reports and ED reports: We spend valuable time during our VERY packed and VERY productive board meetings listening to what is happening with Staff and the ED. We are also provided TWO reports detailing said information. Would it be beneficial to possibly cut the time to ZERO going over this information. If staff has a pressing matter or some information they feel would benefit the board, maybe we could actually put them on the agenda? I feel like we are all involved enough with the staff that we have conversations with them already and for them to explain to us in two minutes what they have been doing the past month seems a bit much. Just some food for thought for the next board meeting possibly.

-Resolution #14-2016 no issues that I could see

-Resolution #15-2016 Remove "the" at the end of the paragraph in the procedures section.

## New Supervisor Observations

### The Short Version (Oct of 2016)

I am excited to be here and a part of this team!

What I have to say today is in the spirit of me learning what is going on here and what I/we can do to cooperate with each other to further the Mission and Vision of the TCD.

I am the kind of person that what you see is what you get. Not much BS.

I am fun loving and would like to see us all get along and work together.

Almost every organization I have been in, including business I have run of my own, with up to 25 employees I personally hired, we were like a big family, ate lunch together when we could, traveled together, partied together and really enjoyed ourselves while running a business as it should be and taking care of our customers..

I think you guys are awesome – the few that I know so far.

I think what the conservation district does is awesome, as soon as I find out what that is.

Please remember, there are Two new guys here. We need help. It is Ok to repeat and please spell out the acronyms first time used in documents.

2 years ago I did not know there was a Conservation District and I said the same thing to Mark Clark, executive director of the State Conservation Commission recently and he admitted that conservation districts are a well kept secret.

1 Year and ½ ago I got on the Agriculture Advisory Committee. I wanted to see what I could do to help Agriculture in Thurston County. Why?

Major changes are upon all of us, politically, environmentally, geologically and economically.

I have been able to see in advance many of the big trends that have happened and will still be happening on our planet.

I have been following the larger trends for some time now and I see many of the serious problems we are facing with Ag locally, nationally / world wide, which is one reason I got into organic farming and Aquaponics. I am Always Looking to the future for alternatives – better solutions.

So How did I get here.

A friend sent me an e-mail about a class coming up on agriculture and I went. I sat right over there. Sarah was the host.

We had snacks! I was impressed.

Myself and others were also impressed with Sarah at the lessening sessions in Rainier. They served breakfast.



I got on the mailing list. This is how I found out about other classes and the open board position.

I had never done anything like this before with a public organization.

I have never run for public office.

**Three Points Here:**

1. this is not a career move for me. I already have one.
2. this is not a political move. I have no political agenda.
3. What possibility could this mean then?
  - a. I am to help, if I can.
  - b. I am here to help, if you will let me.

I have a lot of knowledge and experience, most of it can relate to what we do here as a Business and the Conservation District Outreach.

I have completed my basic WACD requirements, on line and in person. I have attended the SWACD meeting.

**Some interesting observations:**

It seemed like I was to know what was going on here almost from day one.

Very few offered congratulations or welcome aboard after my appointment. No one, offered to show me around or give me a tour

of the facility and tell me a little about what we do, what equipment is available to rent out, vehicles we use or other interesting things like what computer systems do we use, software, who know what programs, who does the web site, who runs the mailing list and on and on. No One!

I was invited to a staff meeting and I attended.

Only one staff person ask to meet with me and we met.  
I had to initiate a few other short meeting.

If the staff is interested and willing I would like opportunity to meet with each staff member one on one.

I still have two board members to meet with.

So, what is the point?

I hope this helps you understand a bit more about me. I take this position seriously and want to make a difference working together as a team.

How can I make an intelligent decision and vote on items if I do not know or understand what they are?

Thank You for your time.