

Board of Supervisors
Monthly Meeting Minutes
Tuesday, February 28, 2017
2:00 PM

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Present at the meeting:

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|------------------------------------|-------------------------------------|
| Samantha Fleischner, Board Auditor | Eric Johnson, Board Chair |
| Richard Mankamyer, TCD Board | Aslan Meade, Board Member |
| Doug Rushton, Board Member | Robin Buckingham, Staff |
| Marguerite Abplanalp, Intern | Stephanie Bishop, Staff |
| Amy Franks, Staff | Joe Hanna, Public |
| Amy Hatch-Winecka, Staff | Mara Healy, Staff |
| Amy Hendershot, NRCS | Shana Joy, WSCC |
| Ashley McBee, Staff | Bob Schroeter, WACD |
| Chris Stearns, Assoc. Supervisor | Kathleen Whalen, Executive Director |
| Nora White, Staff | |

17 **Action Items:**

- 18 1. **Staff to contact Sentinel Land group and assess interest in partnering to develop next RCPP**
- 19 2. **Staff to contact local and PCC land trust to assess interest and alignment**
- 20 3. **Find out if TCD Staff can sign up on Tech Register**
- 21 4. **Staff will find out how TCD would be paid for services delivered through Tech Register**
- 22 5. **Ashley will provide draft motion(s) to update Board Meeting Minutes format to March Board meeting**
- 23 6. **Staff to send CREP policy to Board, indicating verbiage that states who reviews CREP plans**
- 24 7. **Staff to confirm who reviewed/signed off on CREP plan Kathleen B. submitted approx. two CSA months ago**
- 25 8. **Shana will follow-up with Board & Staff to begin coordination of District Development work session**
- 26 9. **Staff will begin providing Board brief weekly update, focusing on major TCD activity updates**
- 27

28 Eric Johnson called the meeting to order at 2:00 p.m. There was a quorum.

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1. **Welcome, Introductions and Pledge of Allegiance**

- Welcome, Introductions, and Pledge of Allegiance were conducted
- Chair noted he is creating an audio recording of the meeting for personal purposes

2. **Public Comment**

Joe Hanna: Requested to receive public version of board packet again; Eric affirmed Joe's request

3. **Agenda Review**

- Addition: (8B) Kathleen B participation in Basic Conservation Planning course
- Doug: Noted to Eric that Shana Joy provided clarification stating that Eric could personally create and hold audio recordings of the board minutes, without providing a copy for TCD record purposes

4. **Partner Reports:**

A. **NRCS, Jeff Swotek**

- Not present

B. **NRCS: Conservation Easements in Pierce County, Amy Hendershot**

- Eric requested Amy attend board meeting to speak about Regional Conservation Partnership Program (RCPP) partnership established in Pierce County, to fund agricultural easement work
- Amy H. approached Pierce CD and explained NRCS has easement funding available; Ag Preservation partnership structure in Pierce was already established; Already regularly meeting, planning and implementing ag preservation work in Pierce County, so she inquired if interested in NRCS partnership and applying for RCPP funds; Pierce CD Executive Director previously employed at a land trust and Pierce CD led the process; Application was awarded for \$9.8 million; Working on signing and negotiating terms of agreement

- 54 ▪ (Some) Program Requirements: RCPP 2017 pre-proposal deadline April 21st; NRCS easement programs
- 55 require substantial knowledge and time; National headquarters will be looking for entities with successful
- 56 easement tenure with NRCS; NRCS provides 50% (75% for grasslands), Remaining: 25% required from
- 57 non-profit (easement holder) and 25% from landowner
- 58 ▪ Questions:
- 59 ○ Eric: Is there more money available? Potentially, yes. Percentage of NRCS funding is set aside for RCPP;
- 60 Since this was first RCPP including easement funding, still a fair amount left in national funding pot
- 61 ○ Aslan: Clarify easement precedent in RCPP? First RCPP award in country that is predominantly easement
- 62 funding; Does match have to be established in application? Yes. Committed but not in hand; WSCC listed
- 63 as partner for portion of Pierce RCPP match
- 64 ○ Doug: Would you (Amy H) be willing to help with RCPP process? Timeframe? Can help; Will forward
- 65 RFPs as they come out; Complex process; Recommend building dialogue with easement tenured partners;
- 66 Timeframe: How long till we see action? Five year agreements; Leading organization would be
- 67 responsible for setting timeline & developing ranking criteria, and communicating timeline to NRCS
- 68 ○ Aslan: What part does Pierce CD have with easements? Very limited; Partners have the previous
- 69 experience; Pierce CD was already the hub for ag preservation
- 70 ○ Alsan: Timeline for new Farm Bill? Unknown at this time; Anticipate in 2019 and NRCS ag easement
- 71 programs/RCPP will have to be reenacted in new Farm Bill
- 72 ▪ Amy H: Existing group in Thurston county continuously applying for RCPP (Sentinel Lands group);
- 73 Recommends checking in with them first; Goal of Sentinel Lands is pronged approach that protects ag lands
- 74 and habitat preservation to mitigate for Joint Base Lewis McChord's operations; Aslan: Status of their
- 75 current RCPP proposal? Was not funded

77 **AI – Assign staff to contact Sentinel Lands group and assess interest in partnering to develop next RCPP**

78 **AI – Assign staff to contact local and PCC land trust to assess interest and alignment**

- 80 ▪ Aslan expressed concern about timeframe due to capacity; Doug: Board designated easements as high
- 81 priority, other priorities get shifted in response; Samantha: Requested Staff input on shifting
- 82 workload/current priorities; Kathy: VSP and Rates & Charges needs to remain top priority; Discussed
- 83 timeline for VSP and Kathy is lead staff
- 84 ▪ Aslan: We are not going to create a RCPP proposal by April; Sentinel Lands group may be working on a
- 85 proposal and we can partner; Doug: Does not see that we need to do a whole application but contact key
- 86 contacts with Sentinel Lands group and begin dialogue; Suggesting one hour of Staff time for this task
- 87 ▪ Richard: Realistic goal to assess if we can apply
- 88 ▪ General NRCS program update:
- 89 ○ Environmental Quality Incentives Program (EQIP): Application process active; Strong interest shown
- 90 in Thurston County, typical due to TCD outreach; Puget Sound team received most funding in state;
- 91 Funding 13 contracts; Noted high tunnels, energy plans, and Comprehensive Nutrient Management
- 92 Plans (CNMP); Eric: TCD has CNMP certified staff; Is NRCS paying for those through Task Orders? Is
- 93 a possibility; Recommend applicants hire Technical Service Provider (TSP) through Tech Registry; Can
- 94 TCD sign up on Tech Registry? Need James input
- 95 ○ What are limitations to signing our staff up on Tech Register; How we would receive payment?
- 96 (Producer or Task Order); NRCS would enter into agreement with WSCC for work
- 97 ○ New programs: Shellfish initiative; Seeking producers to apply for funding for Olympia oyster
- 98 production; \$200k avail; No current applications for new funds this year; Request to include in TCD
- 99 outreach; TCD has circulated information and also offered Technical Assistance if needed

101 **AI – Staff will find out if TCD Staff can sign up on Tech Register**

102 **AI – Staff will find out how TCD would be paid for services delivered through Tech Register**

104 **C. WSCC, Shana Joy**

- 105 ▪ Provided updates and deadlines for WSCC programming
- 106 ▪ Preparing for next WSCC meeting in Puyallup (Dates?)

- 107 ▪ Releasing updated granting procedures manual for district review (45-60 day review period); Updated once
108 per biennium; Any major changes? More detailed descriptions and instructions for forms introduced last
109 biennium
110 ▪ Looking to future biennium: Focus on budgets; Continuing dialogue with legislators for funding needs; to
111 leg for need; Focusing on closing out current biennium; Sent out reminder about deadlines today
112 ▪ Has RCPP experience and willing to help
113 **D. WACD/NACD, Doug Rushton**
114 ▪ **WACD:** SW Area Director position is open as Doug has been elected NACD national director and WACD
115 by-laws stipulate an officer cannot hold two officer positions; Since December, Doug has coordinated
116 forestry interest groups and meetings with WA Farm Forestry, American Tree Farm System and partners, to
117 assess CD forestry work and communications with public and partners
118 ▪ Bob Schroeter: Leg Day Recap – Praised TCD for gathering to strategize and prepare for legislative
119 meetings; Repurposing Dairy loan Federation funding is being examined; Funding for capital budget
120 limited, leading to many initiatives seeking this funding; Focus on Engineering funding requested (\$1
121 million); Looks like not going to happen; Tribal Supervisor training will be available in early April,
122 hopefully; Focus is on supervisors but also open to interested Staff; Udall Institute will provide training on
123 problem-solving and working with tribes; Will send out dates when confirmed; Sends update emails to all
124 Supervisors and Managers
125 ▪ **NACD:** Fly in March 20-21 to connect with Legislators; Assigned individuals to NACD standard
126 committees; Doug is now on natural resource committee and serving appointment to forestry resource
127 planning group
128
129 **5. Staff Reports**
130 **A. Ashley McBee**
131 ▪ Equipment Rental program season starting for 2017; Coordinating Strategic Planning public feedback
132 summation and Staff review of feedback; Largest portion of time devoted to Board support in Jan-Feb
133 **B. Sarah Moorehead**
134 ▪ Kathy reported: Ordering nametags and business cards with new logos
135 **C. Robin Buckingham**
136 ▪ Final VSP push; Working with Amy on grant proposal; One Dairy Nutrient Management Plan update
137 last month and other clients on list for plans
138 ▪ Doug: Hear good things in community about your work
139 ▪ Richard: Have we done any CNMPs? No, did one to complete certification
140 **D. Mara Healy**
141 ▪ Moving forward with Farm Pad project; Upcoming meeting with public at Swede Hall; Finishing needs
142 assessment, reaching out to engineers, and getting ready to conduct outreach
143 ▪ Providing GIS and map support for CREP and grant proposals
144 ▪ Any potential sites for farm pads? None picked out now, looking for opportunities to come from public
145 interest meeting
146 **E. Nora White**
147 ▪ Plant Festival this Saturday; Full schedule of workshops, demonstrations, partner booths, music, food;
148 Plants delivered today and filling preorders tomorrow
149 ▪ Aslan: TCD representative at STEDI; Brings a lot to group and focuses on multi-generational effort
150 **F. Stephanie Bishop**
151 ▪ Finished water quality testing with students; Congress on March 23rd; Maia Bellon keynote and Gov.
152 Inslee recording video greeting; 400 SSG students signed up in Thurston and Nisqually; 20-30 natural
153 resource professionals volunteer to facilitate workshops and state of the rivers sessions; Community
154 outpouring of support
155 ▪ Leading two restoration projects; Two work parties with two schools for upland forestry planting;
156 Planting project in Henderson that drains into Myers Creek
157 ▪ Planning for approx. 20 nearshore trips this spring; Wrote small grant for prairie restoration on
158 Schneider’s Prairie: Demonstration garden, plantings, focus on pollinators
159 ▪ Invited Supervisors to Congress; Will check to see if board supervisors can attend nearshore trips

- 160 G. Amy Franks
161 ▪ Developing finance track for WADE; Working on annual reports for State Auditors Office soon
162 ▪ Wrapping up two public records requests

- 163 H. Amy HW
164 ▪ Submitted pre-proposal for USDA Specialty Crop grant; Proposal due tomorrow for Soil Health grant
165 ▪ Submitted Conservation Futures application today; Met with landowners in Skookumchuck and
166 submitted proposal for easement on 74 acres; Have active CREP on property; Priority reach for
167 Chehalis aquatic species restoration plan; Landowner open to installation of riparian/in stream habitat
168 ▪ Other grants stewing, due at end of March
169 ▪ Salmon Recovery: Coordinating initiatives at state level
170 ▪ Presented and read memorandum from TCD Staff to TCD Board of Supervisors: Unintended
171 Consequences (Dissenting Opinion) (See attached)
172

- 173 6. **TCD Board Meeting Minutes Format**, Ashley McBee
174 ▪ Ashley McBee reviewed currently adopted minutes format, explained Board currently requests information
175 for inclusion in minutes, outside this adopted format, and individual requests from Board Supervisors often
176 conflict with each other; Board must update meeting minutes format to reflect agreed upon content; Board
177 could not reach consensus or finalize a motion to adopt a new format; Ashley proposed to try to create a
178 draft motion(s) for next meeting; Board agreed with proposal
179 ▪ Ashley brought forth option to create digital audio recordings of board meetings; Emphasized transcribing
180 the minutes not feasible; Board approved motion to audio record public meetings that have a board quorum;
181 Once recording starts, will be done consistently at every public meeting that has a board quorum; Recording
182 will begin at next regularly scheduled board meeting
183 ▪ Audio Recording Discussion: Board assessed financial investment in equipment under \$500; TCD needs
184 audio recording, since board members and public are recording meetings; Caution and concern that audio
185 recording can delay adoption of minutes and lead to increasing Staff time devoted to board meetings, if
186 required to listen and/or report back details of recordings; Beneficial to have recording, doesn't need to be
187 transcribed, and would allow minutes to be brief; Executive Sessions and meeting breaks not taped;
188 Potential to 'time stamp' recording, feedback that time stamping will significantly increase Staff time to
189 process written and audio minutes
190 ▪ Board still split between Supervisors who want to have brief/limited minutes if we have a recording and
191 others that consistently want more details in minutes
192 ▪ Minutes Format Discussion:
193 ○ Acknowledgement that board minutes reviewed by three staff before they come to board for final review;
194 Need to provide Staff with clear direction; Format to include motions, who and how they voted, action
195 items, and Supervisors can specifically request a statement/agenda item be recorded in detail; Create
196 Agenda order the same each time, as much as feasible
197 ○ Aslan: If recording meetings, minutes can be less detailed
198 ○ Samantha: If recording meetings, minutes can be less detailed
199 ○ Richard: More is better as Supervisors' memory of what is/is not recorded in minutes conflicts; If
200 recorded, board members can listen to it
201 ○ Doug: In five years, want to be able to read minutes and understand what happened; Happy with minutes
202 as is but okay with brief minutes if can tell what happened; Insist on keeping who voted in motions;
203 Record major pros and cons, not all details; How board got to a decision
204 ○ Eric: Want to keep details; Want to see more details
205

206 **Samantha moved for Thurston Conservation District (TCD) to purchase and utilize digital sound recording**
207 **equipment in all public meetings that have a board quorum. Richard seconded. Discussion: What**
208 **constitutes a meeting that will be recorded? TCD meetings that require public notice; Not**
209 **meetings/community events in which there is a quorum present, as three or more Supervisors restricted**
210 **from discussing any district business together in these settings; Aslan: Concern and caution that relying on**
211 **recording for minutes will mean we start spending a lot of Staff time on this; If public and board members**

212 are recording personally, TCD needs our own copy so capable of verifying content; Vote: Doug, Samantha,
213 & Richard in favor. Aslan and Eric abstained. Motion passed.

214

215 Board consensus to begin audio recording at next scheduled Board meeting

216

217 AI – Ashley will provide draft motion(s) to update Board Meeting Minutes format to March Board meeting

218

219 7. Review of October 25, 2016 Meeting Minutes, All

220 Additional edits from January board meeting included; Ashley introduced **October 25, 2016 Meeting**
221 **Minutes** for additional final adoption

222 Line: 64 - Attach Richard's notes before final adoption

223

224 Richard moved to approve **October 25, 2016 minutes as amended, with attachment. Aslan seconded. Vote:**
225 **Doug, Aslan, & Richard, & Eric in favor. Samantha abstained. Motion passed.**

226

227 8. Review of February 7, 2017 Meeting Minutes, All

228 Line Edits: 75 - Change to say three years

229 80 - What is last name? Not known by Board or Staff

230 194 - Clearly indicate that one project went forward to CPDS

231 330 - Clarify posting couldn't be found any place vetted, except TCD website

232 336 - Richard stated he did not receive job description

233 366 – State, "Eric pointed out there was at least one person that met the qualifications"

234 Note Aslan and Samantha left prior to meeting adjourning

235

236 Doug motion to approve **February 7, 2017 minutes as amended, which does not include Eric's comments on**
237 **line 68. Sam seconded. Vote: All in favor. Motion passed.**

238

239 Eric: For the record, I wanted to include the following in the February 7th meeting minutes, at line 68:
240 Context: Amy HW was instructed by Conservation Easement Sub-Committee to call landowner and set up an
241 appointment to make sure they were still interested in donating land for a conservation easement; Eric stated
242 that he had called Kathy to make sure Amy Hatch-Winecka was moving forward with the landowner
243 identification for easement opportunity that included gifting of the land, as requested by Conservation
244 Easement Sub-Committee; Kathy said she didn't make contact with Amy so it didn't get done; She
245 apologized for not doing what was asked by sub-committee

246

247 **A. Action Item Follow-up**

248 Action items from February 7, 2017 board meeting addressed in separate report

249 **B. Kathleen B participation in Basic Conservation Planning Course**

250 ▪ Prerequisite for Riparian training course; Tech Development group requires board approval

251

252 Samantha moved to approve **Kathleen Berger to attend Basic Conservation Planning course. Doug**
253 **seconded. Discussion: Cost? Free; Manager recommendation? Absolutely. Vote: Aslan, Sam, & Doug in**
254 **favor. Richard & Eric abstained. Motion passed.**

255

256 9. Financial Report, Amy Franks

257 **A. Monthly Financial Report**

258 ▪ Amy presented balance sheet and other financials to board; Amy provided notes; Board had no questions

259 ▪ Reviewed check register with Aslan and willing to do that with all Supervisors; If Board Supervisors have
260 questions about expectations of board knowledge, oversight, and understanding district financial operations,
261 recommend meeting with Amy F to go over financials

262 ▪ Payroll is managed by Kathy and Amy F; Sam reviews and verifies majority of transactions, as Board
263 Auditor

264 ▪ Is Board expected to review check register to find errors? No, provided for Board review to allow for
265 clarification on any transactions, prior to Board approval of check registers; Check registers are provided in
266 board packet for review prior to board meeting

267 **B. Check Register**

268
269 **Check Register Approval: Aslan moved to approve the January check register for checks #19132-19158,**
270 **totaling \$77658.01 & no voided checks. Doug seconded. Discussion: No discussion. Vote: Richard, Doug, &**
271 **Aslan in favor. Richard and Eric abstain. Eric: Have not read yet. Richard: Did not understand it. Motion**
272 **passed.**

273
274 **10. Policy Updates, Kathleen Whalen**

275 **A. Resolution #1-2017: Conservation Plan Review**

276 ▪ Eric: Saw CREP plan come through FSA for approval with only the authoring TCD resource specialist
277 signing off on plan; Wants to clarify who else from TCD signs off on CREP plans; Point of Order: This is
278 the Conservation Plan Review policy, not the CREP Review policy

279
280 **AI – Staff to send CREP policy to Board, indicating verbiage that states who reviews CREP plans**

281 **AI – Staff to confirm who reviewed/signed off on plan Kathleen B. submitted approx. two months ago**

282
283 **Doug moved to approve Resolution #1-2017: Conservation Plan Review policy update. Aslan Seconded.**
284 **Discussion: Did Board decide to review plan summaries instead of reviewing whole plan in board meeting?**
285 **Yes. Vote: All in favor. Motion passed.**

286
287 **B. Resolution #2-2017: Board of Supervisor Guidelines & Officer Position Descriptions**

- 288 ▪ Kathy reviewed policy updates
- 289 ▪ Eric: Wants to change language from “Notification with reason for absence will be provided to the Chair
290 and/or the ED.” to “...to the Chair **and** the ED; Board decision not to make this change
- 291 ▪ Richard: Seeking policy clarification: Whose idea was this policy? Who wrote it? Who does it benefit?;
292 Created three years ago at direction of Board to create clarity and boundaries around Supervisor
293 responsibilities; Original authorship collaboration between Shana & Kathy, with input from Board; Utilized
294 policies/input from other districts and MRSC to create draft; Policy Update: August 2016, Board directed
295 Staff to address the absentee language; Read before, if two non-excused absences in one quarter, Board
296 would ask Supervisor to step down
- 297 ▪ Richard: Are there guidelines for Staff? Each staff member position tasks and responsibilities outlined
298 currently in position descriptions; If reading right, Board member doesn’t have to show up at board
299 meetings? Aslan: If continuing discussion, request to table resolution.

300
301 **Aslan moved to table Resolution #2-2017: Board Supervisor Guidelines & Officer Position Descriptions.**
302 **Doug seconded. Discussion: None. Vote: All in favor. Motion passed.**

303
304 **C. Resolution #3-2017: Public Records & Disclosure**

305 ▪ Kathy reviewed updates

306
307 **Samantha moved to approve Resolution #3-2017: Public Records Request & Disclosure. Doug seconded.**
308 **Discussion: None. Vote: All in favor. Motion passed.**

309
310 **11. Board & Staff Communications and Roles, All**

- 311 ▪ Samantha introduced subject and inclusion of roles of Policy #1.2: Board of Supervisor Guidelines &
312 Officer Position Descriptions, Policy #1.3: Delegation of Authority to Executive Director, and RCW
313 89.08.210 to inform discussion
- 314 ▪ Samantha: Feels there are unclear views/visions of roles Supervisors hold; Feels there is a lapse in
315 communication between Board of Supervisors, ED & TCD Staff; Information/direction being lost in
316 translation; Should be very simple what each person’s authorities are but somewhere along the line there is

317 a communication gap or something not happen; The Board's job is to assess what is causing issues and
318 figure out how to function as a team; Remember: We are all here for same goal; We all have delegations to
319 let us know where our responsibilities lie; We must have open communication, especially if a lack of trust
320 from either direction (Board & Staff)

- 321 ▪ Richard: Agree. Do not have transparency we need since day one that I've been on the Board
- 322 ▪ Doug: WSCC started to develop and deliver workshop 6-8 months to address Board and Staff chasm but did
323 not happen; Request consideration to hold this workshop in near future
- 324 ▪ Richard: How does TCD work?; Asking this question since day one; Said in October and still saying it;
325 Received minimal Board Supervisor training; (New) Supervisors need more training on how TCD works;
326 Don't understand how TCD works; Doesn't feel communication is coming from Staff to inform intelligent
327 decisions and not run off emotions
- 328 ▪ Eric: Example from hiring Resource Specialist: Board wanted to find candidate to fill Dave's shoes and
329 Staff wanted to start someone from ground zero; Feels like Staff is pointing at Board; Not helpful for Staff
330 to point and paint Board Chair in negative light; For the record, feel that Staff is currently better than they
331 have been; Sees it as: Staff wants to do what they want to do, if Board does not do what Staff wants, it is
332 Board's fault; It is the tail (Staff) wagging the dog (Board)
- 333 ▪ Aslan: Don't want to discount Memorandum from Staff but does not remember board saying fire someone;
334 Do believe Staff was sharing hiring plan and information all along; Information on hiring sent to Board
335 back in December; Agree, do not know how Staff did not hear Eric & Richard share they wanted to be
336 involved in hiring; Also, board was not listening to what Staff was saying, as Board was informed all
337 through the process; Communication errors were two way; Eric: Don't agree 100% with all of that, but
338 agree with some; Eric for the record, was blind sighted when announcement came that we were ready to
339 hire a chosen candidate; Saw announcement but sub-committee wasn't informed of applicants
- 340 ▪ Aslan: If Board wanted higher salary for new Resource Specialist, should have gave that direction when
341 budget was approved last year; Eric: Staff created budget to reflect a lower paid candidate and Board
342 approved that; If Board had been told, 'you are agreeing to hire someone at lower pay/less experience rate',
343 he would not have agreed to budget; How do we expect Board Supervisors to be experts in area that we do
344 not know about?
- 345 ▪ Richard: Board jumped on Richard because stated he was confused about budget; If position was budgeted
346 to pay a lower rate, how come no one said that? Aslan: Believe it was said; Apologies if felt jumped on;
347 Clarified he was not pointing at Richard for deficiency in budget knowledge, but stating it was on the whole
348 Board because they approved the budget; Also, wage rate was on job description/announcement; The Board
349 did not stop the process and knew the announcement was posted
- 350 ▪ Eric: Stated Board wanted to be involved in hiring process; Staff heard that and did not do it; Should be
351 able to come to board meeting, tell Staff what we want, and that should happen; Learned importance of
352 emphasizing clear direction; Aslan: Doesn't understand how Staff didn't do what Board wanted; How can
353 Staff not hear Board wanted to be involved?; Eric: Staff just didn't do it
- 354 ▪ Richard: Disconnect with Staff; Staff had said this person doesn't exist (trained and ready to go); However,
355 he has a resume in hand
- 356 ▪ Aslan: Believed Staff statements that qualified/ready to go candidate did not exist; Now doubting that;
357 Appears qualified/ready to go candidates do exist
- 358 ▪ Eric gave example of three Board Supervisors giving direction from Conservation Easement Sub-
359 Committee; Staff said needed to wait for whole Board direction; Eric called Kathy to make sure direction
360 was followed; Kathy didn't do what was asked from Chair, from decision in Sub-Committee
- 361 ▪ Samantha: When you (Eric) request something personally, 'I want this from you (Staff)'; You (Eric) need to
362 be clear if request is from you (Eric), or the Board; You (Eric) cannot speak for Board; When you (Eric),
363 say, "Richard and I would like to be part of interview process", that is not a Board action for Staff; Eric:
364 Chair has ability to appoint and form sub-committees; Aslan: Do you (Eric) understand there is a difference
365 of you (Eric) asking for personal items vs. you (Eric) asking as Board Chair? Eric: Yes.
- 366 ▪ Richard: Will we have capacity if VSP starts tomorrow and how long will it takes to train new hire?; Kathy:
367 Full training approx. two years; Will work under experienced planner; Explored many avenues to find
368 candidate with ag operation manager/owner and planner specific experience/credentials; Only a small
369 number turned up statewide

- 370 ▪ Aslan: Your guy (Eric's contact) may have practical experience and may have ag experience but will still
- 371 have to undergo training; Eric: Staff said an experienced candidate with ag experience does not exist, but
- 372 has a candidate resume in hand that meets these criteria
- 373 ▪ Richard: Have hired a lot of people; Would never have interviewed that person based on their resume; Had
- 374 nine jobs in nine years and short term work history; Doug: Appreciate that input; Trust Staff to let you do
- 375 your job; Staff reviewed 51 applications and consensus from Techs that this is the best candidate; Agree
- 376 there should have been more communication somewhere; Richard: Not a very good group of applicants
- 377 then
- 378 ▪ Richard: We are here to work together and cooperate; TCD is spending public funds; Is taxpayer getting
- 379 monies worth out of TCD?; Hears rumors on street that people are not happy with finances of this
- 380 organization; Cannot blame them; Wise to get on same page as Board and Staff because we have obligation
- 381 working with public funding; See where we can go but cannot get there this way; This is good to get all
- 382 crap on table and define roles and cooperate together
- 383 ▪ Doug: Requested input on suggestion to re-enlist Ray Ledgerwood for workshop with Board and Staff;
- 384 Eric: If Board and Staff are willing to do what Ray says, it will work; If not, will not work; There is simple
- 385 work that is not getting done; Again, it is way better now; New board members have made it even better; If
- 386 Staff wants to still be in charge and not follow Board direction, then nothing will change
- 387 ▪ Richard: Like and enjoy everyone that is here; We lost window of Dave cross-training
- 388 ▪ Eric: What if 20 people walk through door in August requesting plans? Not good to have disconnect
- 389 between Board and Staff in the midst of high community need
- 390 ▪ Samantha: Need a plan of action to get district moving; Board is vomiting but no input from Staff
- 391 ▪ Shana: Offered to coordinate District Development Process: Purpose to get everything out on table and
- 392 come up with collective action plan to fix identified issues; Includes all Board and Staff; Ray Ledgerwood
- 393 will facilitate and will help TCD figure out an action plan going forward; Shana can facilitate scheduling
- 394 ▪ Chair requested board input: Aslan: Need to devote further time to get into this issue at a later date; Are
- 395 there items we need to get done today? Are we trying to provide Staff direction moving forward with hiring
- 396 process?
- 397 ▪ Board consensus to undertake District Development with WSCC; Staff agrees; Will hold meeting at another
- 398 location

399
400 **AI – Shana will follow-up with Board & Staff to begin coordination of District Development work session**

401
402 **12. Executive Session**

- 403 ▪ Limited time; Not needed

404
405 **13. Updates on Conservation Futures Easement Proposal, Amy HW**

- 406 ▪ Limited time; Nothing pertinent to add to Amy HWs staff report update

407
408 **14. Rates & Charges Update, Amy HW**

- 409 ▪ Contract with FSC signed; Next step: FSC and Staff will schedule meeting to begin developing the fee
- 410 schedule for all land use types in district; Conducting community outreach and Staff delivering TCD
- 411 presentations throughout community
- 412 ▪ Board requested Staff provide regular updates on important projects; Shana suggested 'Friday Updates';
- 413 Brief, 2-4 bullets of most "newsy" updates from each Staff (used at WSCC); Board to reach out with any
- 414 additional questions; Board not in agreement regarding level of detail requested in updates (more vs. less)
- 415 ▪ Staff agreed to new technique for sharing updates; Requested Board be patient in this adaptive process

416
417 **AI – Staff will begin providing Board brief weekly update, focusing on major TCD activity updates**

418
419 **15. TCD Relocation Update, Amy Franks/Aslan Meade**

- 420 ▪ Limited time; Tabled

421
422

- 423 **16. Resource Technician Position Next Steps, All**
424 ▪ Kathy presented Draft Recruitment Plan for review and to guide Board to provide clear direction on various
425 steps in process
426 ▪ Eric: Chair has ability to appoint sub-committee members; Sam reviewed Board Supervisor Guidelines &
427 Officer Position Descriptions policy to clarify Board Chair does not have this oversight; Eric read this
428 somewhere but cannot find clarification at the moment
429 ▪ Aslan: Determining candidate criteria should be whole board discussion, not just two board supervisors
430 ▪ Samantha: Board Sub-Committee recommendations must garner whole Board approval; All Sub-
431 Committees are work groups that do not possess authority to make decisions on behalf of board
432 ▪ Samantha: Going forward, recommendation to create two open spots on all interview panels that
433 Supervisors can occupy; Staff will notify Board Sub-Committee members of interview schedules; Board
434 can attend interviews as their personal schedules allow but interviews will not be scheduled around Board
435 Supervisor schedules; Provides opportunity for Board involvement, while ensuring process moves forward
436 efficiently; Board Supervisors do not have to be present at all interviews because they have personal
437 obligations; If scheduling around Supervisor schedules, will inhibit progress and Staff doing their jobs;
438 Need to make formal Board decision(s) on how Board involvement will work in hiring process
439 ▪ Doug: Likes idea to have two spots reserved on interview panels
440 ▪ Board agreed no more than two Supervisors should be on Hiring Sub-Committee
441 ▪ Shana: Board needs to clarify continuity, indicating same two Supervisors participate in interviews; Board
442 agreed
443 ▪ Eric: How will Board decide when more than two Supervisors interested in serving on interview panels?
444 Draw straws or rotate; Must be two Supervisors to prevent interviews from constituting a public meeting
445 ▪ Aslan: Moving forward – Concern and caution regarding re-opening budget; Presents Staff capacity issue;
446 Eric: Need to offer pay that ensures we can hire to fill VSP needs; Kathy: Legislative decision will
447 determine how much funding will be designated to VSP; Funding goes from WSCC to Thurston County,
448 and County decides what to allocate to TCD
449 ▪ Amy HW: Context – A Staff member came to board with pay increase request one year ago; TCD had
450 grant funding to support increase, and request based on merit and skills; Board turned down that request
451 ▪ Richard: Need to pony up funding to meet VSP needs; Kathy: VSP implementation is scaled back version
452 of Conservation Plan; We do have capacity from within; Robin can do the work now and will train new hire
453 up; Eric: Voiced concerns with Robin because he still lacks strong on the ground experience; Kathy: Robin
454 is one of most trained resource specialists in state with regards to VSP; Even if we get person with more
455 experience, they likely will not have Conservation Planning training; Ag experience still requires extensive
456 training; Robin writes great plans
457 ▪ Eric: Not knocking Robin but used to have resource team that was ag based
458 ▪ Samantha: More to it than on the ground experience; Personal initiative is huge!
459 ▪ Eric: Did Board give direction to limit current Resource Technician hire to .6 FTE hours? Aslan: Clarified
460 TCD will prioritize money for staffing the upcoming 1FTE Resource Technician, before increasing .6FTE
461 to full time; Board consensus
462 ▪ Shana: Offered assistance to sub-committee; Can share similar salaries in region; Board accepted; Include
463 Shana in communications; Kathy: Current job description also based on similar salary and descriptions
464 from other CDs
465 ▪ Board decision to put Salary as Depending on Qualifications (DOQ) for now;

466
467 **Doug moves Board assign Eric & Richard to a Resource Specialist Hiring Sub-Committee. Samantha**
468 **seconded. Discussion: Sub-committee will edit job description and whole Board will provide final review;**
469 **All needs to be done by next Tuesday. Vote: All in favor Motion passed.**
470

- 471 **17. Strategic & Annual Plan Update, Kathleen Whalen**
472 ▪ Eric not available on date broadcasted; Path forward not determined

- 473 **18. Administrative Reports (Information Only)**
474 **A. Executive Directors Report – included in packet**

475 **B. Grant Balances Report**

476

477 **19. Roundtable & Adjourn, All**

478 **A. Recognition of David Hall & Treacy Kreger's service**

479 **▪ Not discussed**

480 **▪ No Round Table**

481

482 Aslan and Samantha left prior to adjournment.

483

484 Eric Johnson adjourned the meeting at 5:57p.m.

485

486 Respectfully Submitted,

487

488

489

490 
Eric Johnson, Meeting Chair

Paul Pickett, Board Chair