



**Board of Supervisors
Monthly Meeting Minutes
Wednesday, November 1, 2017
1:00pm**

Present at Meeting:

Eric Johnson, TCD Board Chair	Samantha Fleischner, TCD Board Auditor
Richard Mankamy, TCD Board	
Amy Franks, TCD Staff	Madeline Goodwin, Public
Steve Hallstrom, GHCD	Joe Hanna, Public
Shana Joy, WSCC	Dean Longrie, WSCC
Ashley McBee, TCD Staff	Sarah Moorehead, Acting Executive Director
Linda Powell, Public	Jeff Swotek, NRCS
James Weatherford, TCD Staff	

Action Items:

1. Sarah will get update on Thurston County's online voting tool
2. Sarah will doodle poll Board on availability for a November meeting
3. Amy F will email Board clarification on Staff reimbursement in October Check Register
4. Richard will communicate with Michelle Fossum to clarify if advised to seek legal counsel for the Board of Supervisors only or for the District as an organization
5. Sarah will email previous TCD RCPP grant proposal to Board

Eric Johnson called the meeting to order at 1:00pm. There was a quorum.

1. **Welcome, Introductions, Audio Recording Announcement, and Pledge of Allegiance**

- Welcome, Introductions, & Pledge of Allegiance conducted
- Eric announced meeting is audio recorded

2. **Public Comment**

- Dean: Thinks it is great TCD does the Pledge of Allegiance

3. **Agenda Review**

- Samantha: Suggested rescheduling interviews, due to not being a full Board and do not have 4th Board Supervisor present to make appropriate decisions about interviews; Unfair to 4th Board Supervisor who is not present; If going forward with interviews, would like to eliminate Agenda Item #7 (Appointment of Candidate); Richard: Unfair to the candidates; Thinks we should move forward to respect their time and effort; Does not want to eliminate Agenda Item #7; Eric: Agrees with Richard and would like to come to mutual agreement on #7; Samantha: Cannot come to mutual agreement without full Board present; Eric: Does not require full Board to make decision; Samantha: Does not feel fair to eliminate a Supervisor from participating in the process; Eric: Duly noted; Already rescheduled twice; In recent Staff position interviews, have lost a candidate due to rescheduling; Need to move forward to be fair to candidates
- Eric: Next Board meeting Date added between Agenda Items #11 & #12

4. **Executive Sessions: To Evaluate the Qualifications of a Candidate for Appointment to Elective Office**

- Executive Session commenced at 1:09pm for 20 minutes, with Board Supervisors, Shana Joy, and Sarah Moorehead in attendance (Sarah for 5 minutes)

- 49 ▪ Board exited Executive Session and returned to public meeting at 1:29pm and announced no
50 decisions were made

51
52 5. **Candidate Interviews, All**

53 **A. Linda Powell**

- 54 1. What would you like to accomplish as a Thurston Conservation District Supervisor?
55 ▪ Most excited to see the Thurston County Conservation District CCD headquartered at ...
56 (Audio recording inaudible) with master gardeners, demonstration farms, etc.; Education and
57 inspiration to increase stewardship; Counters urban development impacts
58 2. Describe any work you have done with agriculture, conservation, and natural resources.
59 ▪ Managed her property for 39 years; Forest, orchard, livestock with natural methods of soil
60 building and ... (Audio recording inaudible) on her property ; Master gardener and
61 recycler/composter
62 3. What kind of autonomy do you have over your calendar? How will you accommodate the needs
63 of Thurston Conservation District, your regular job, and/or your agricultural operation?
64 ▪ Very busy with all kinds of things but does have complete control of schedule; As long as
65 has reasonable notice, can make it happen
66 4. What are the skills you believe you bring to the Thurston Conservation District board and
67 organization?
68 ▪ Team player, critical thinking and creative problem solving, sees big picture and details
69 required to achieve it
70 5. Describe a situation in which you were involved in a conflict and what was your role? What
71 happened, and how did you resolve the conflict?
72 ▪ Property manager: Two situations of non-payment of rent; One situation able to maintain
73 productive communication and help individual to come up to standards; Other case, were not
74 open to truthful communications and they were evicted
75 6. Please share with us one of your strengths and one of your weaknesses.
76 ▪ Strength: Readily able to understand both sides of a situation; Weakness: Fear of public
77 speaking
78 7. Please describe your experience with participation in boards or other governing organizations.
79 ▪ None
80 8. Do you have any questions for us?
81 ▪ A lot to learn before questions; Looking over papers - What is a doodle poll? Samantha:
82 Electronic link sent to your email, click on it and choose dates that work for you; Way to
83 schedule meetings

84 **B. Madeline Goodwin**

- 85 1. What would you like to accomplish as a Thurston Conservation District Supervisor?
86 ▪ Background in climate change (CC) adaptation; See Thurston County and rural areas,
87 adapted to climatic changes that are occurring, including fire and drought and be able to
88 continue being productive working lands despite these changes
89 2. Describe any work you have done with agriculture, conservation, and natural resources.
90 ▪ Lived in rural southern Oregon for 8 years; Half of that time working with local orgs on
91 similar issues such as CC adaptation, forest conservation, farming; Working with them on

- 92 CC adaptation and ways to partner to advocate for local action on CC; Includes hunters and
93 fishermen/women/salmon
- 94 3. What kind of autonomy do you have over your calendar? How will you accommodate the needs
95 of Thurston Conservation District, your regular job, and/or your agricultural operation?
- 96 ■ Have a 'regular job'; Part-time; Have 3 hours week that are pre-scheduled to do online
97 teaching; Can alter schedule after spring to work with TCD calendar; Paying job would come
98 first; Would put professional responsibilities as priority over personal life
- 99 4. What are the skills you believe you bring to the Thurston Conservation District board and
100 organization?
- 101 ■ Experience working with people in rural and urban areas on contentious issues; Strong
102 critical thinking and creative problem-solving; Spends most of time doing that; Been
103 involved in policy for multiple years; Written and oral communication skills; Good at finding
104 common ground with people she disagrees with
- 105 5. Describe a situation in which you were involved in a conflict and what was your role? What
106 happened, and how did you resolve the conflict?
- 107 ■ Using broad definition of conflict - Southern Oregon, a lot of people denied CC and she was
108 a CC advocate; More values conflict vs. interpersonal conflict; Able, through listening to
109 their concerns and hearing what and why they believed, and determined actions that were
110 positive for them, rather than directly CC focused; Such as, building renewable energy,
111 conservation practices; Able to bridge gap b/t climate orgs and communities she worked with
- 112 6. Please share with us one of your strengths and one of your weaknesses.
- 113 ■ Strength: Good at taking both sides of an argument; Weaknesses: Unhappy when people treat
114 others as less than people or indicate beliefs that show that; Able to remain professional but
115 not pleased
- 116 7. Please describe your experience with participation in boards or other governing organizations.
- 117 ■ Serve on Lacey Historical Commission; Working on new lacey museum projects, and other
118 events and outreach projects; On Executive Committee for Gifted Homeschoolers Forum and
119 program director for online classes
- 120 8. Do you have any questions for us?
- 121 ■ What are you looking for in a candidate that is not in the written description? Richard:
122 Looking for someone who understands the climate issues and some of things we can do to
123 work together as a team to address conservation issues in community; Samantha: Seeking
124 someone who will bring value to TCD and not just Board; Someone who will allow us all to
125 function as a team, as a whole; Someone who has willingness to listen before they speak; To
126 engage and find solutions to problems; Eric: Someone who can get along with Staff and
127 Board; Be a team player and help get the easement program moving forward

128 **C. Joe Hanna**

- 129 1. What would you like to accomplish as a Thurston Conservation District Supervisor?
- 130 ■ Would like to work with the Staff and Board to move forward on a lot of the projects that
131 appear to have been stagnant for years; Easements would be one of top priorities because
132 creates opportunity for our ag community to continue keeping those lands in ag; Thurston
133 County Board of County Commissioners (BOCC) is looking for ways to help farmers; TCD
134 having a home/demonstration farm; Tenino property under discussion would be an ideal

- answer; TCD has missed some opportunities with the parcel in Tumwater, along I5; If easement process was in place, parcel would have been paid for; Want to see District move forward and not be stagnant
2. Describe any work you have done with agriculture, conservation, and natural resources.
 - Been on a farm all his life, with exception of military; Runs Dad's farm; Will take over the farm; Currently managing an WAGU 150 momma cow heard; In process of contracting for distribution; Conservation: Brother is the former Director for Environmental Affairs of Starbucks and drilling him (Joe) on their natural resource and farm practices; Conservation values run in family
 3. What kind of autonomy do you have over your calendar? How will you accommodate the needs of Thurston Conservation District, your regular job, and/or your agricultural operation?
 - Calendar is flexible; Works for state; Has excess of 300hrs of sick and vacation time; Supervisor supports being on Board and will adjust schedule to accommodate
 4. What are the skills you believe you bring to the Thurston Conservation District board and organization?
 - Organization skills are great; Thinks outside of the box and between the lines, which is important in any organization; Picks up on things others do not; Example: Raised issue on necessity to have public hearing for Rates & Charges (R&C)
 5. Describe a situation in which you were involved in a conflict and what was your role? What happened, and how did you resolve the conflict?
 - Lead position with state, sat on many panels and always gets asked this question; Linda's short answer is best he ever heard; Training new officer at job and he was not getting it; Discussed with Supervisor, Discussed with him, what improvements he needed to make; Notified he had a time window; No improvement, discussed and gave him opportunity to move on to another job
 6. Please share with us one of your strengths and one of your weaknesses.
 - Strengths: Outside of box thinking and between the line analysis; Good analytical skills; Able to articulate those thoughts is the weakness; Can analyze and jump to conclusion very quickly but struggles to explain process of how he came to that conclusion
 7. Please describe your experience with participation in boards or other governing organizations.
 - Mary Briggs Children's hospital's advisory board for family-centered care; Festival of Trees fundraising and board; St Peter's tree festival organizing committee; Organizing committee for first annual celebrity golf tournament; President of non-profit fighting development from open space to high density apartments; PCO for Thurston Republican Party; Applicant for TC Ag Advisory Committee; Participated as citizen in meetings
 8. Do you have any questions for us?
 - None

6. **Executive Sessions: To Evaluate the Qualifications of a Candidate for Appointment to Elective Office**

- Executive Session commenced at 2:06pm for 20 minutes, with Board Supervisors in attendance
- Board exited Executive Session and returned to public meeting at 2:26pm and announced no decisions were made

177
178 **7. Thank You & Appointment of a Candidate, All**

- 179 ▪ Chair thanked candidates for participation
180 ▪ Chair called for poll of Supervisors choice in candidates; Richard: Making a motion to appoint or
181 appointing a Supervisor? Shana: Making a motion to appoint a Supervisor; Richard: Not his
182 understanding
183 ▪ Samantha: Asked Dean if he could provide clarification; Dean: You have quorum; If two or more
184 agree on one candidate, that is what your motion would indicate; You already know from your
185 executive session which candidate each of you would choose; Move forward with appointment
186

187 **Richard moved to appoint Linda Powell to the TCD Board of Supervisors. Eric seconded. No**
188 **discussion. Vote: All in favor. Motion passed.**
189

190 **8. TCD Board Officer Elections, All**
191

192 **Richard moved to appoint Eric as the TCD Board Chair. Linda seconded. No discussion. Vote:**
193 **Richard & Linda in favor. Samantha opposed. Motion passed.**
194

195 **Eric moved to appoint Linda as TCD Board Vice-Chair. Richard seconded. No discussion. Vote:**
196 **Eric & Richard in favor. Samantha opposed. Motion passed.**
197

198 **Eric moved to appoint Richard as TCD Board Auditor. Linda seconded. Vote: Richard & Linda**
199 **in favor. Samantha opposed. Motion passed. Discussion: Samantha: Uncomfortable with rapid**
200 **change of TCD roster with apparent discussion before Board meeting; Does not believe this item**
201 **that has moved very quickly is reflecting any input or thought from (her)self at all; Currently in**
202 **Auditor position and has been no discussion on asking her to leave that position; Eric: Board is**
203 **voting; Not asking you (Samantha) to leave position; Did not know she anticipated a different**
204 **process; Linda: Is there a customary timeline when Board elects officers; Eric: Yes, and that time**
205 **has passed; Sarah: Board elects positions in May/June after WSCC elections are certified.**
206

- 207 ▪ Sarah: Position descriptions are available in policy
208

209 **9. Executive Session: To Evaluate a Complaint against a Public officer or employee(s)**

- 210 ▪ Executive Session commenced at 2:47pm for 20 minutes, with Board Supervisors and Shana Joy in
211 attendance
212 ▪ Board exited Executive Session and returned to public meeting at 3:02pm and announced and
213 additional 15 minutes were needed
214 ▪ Board exited Executive Session and returned to public meeting at 3:18pm and announced and
215 additional 15 minutes were needed
216 ▪ Board exited Executive Session and returned to public meeting at 3:35pm and announced and
217 additional 10 minutes were needed
218 ▪ Board exited Executive Session and returned to public meeting at 3:46pm and announced and
219 additional 10 minutes were needed
220 ▪ Board exited Executive Session and returned to public meeting at 3:57pm and announced and
221 additional 10 minutes were needed
222 ▪ Board exited Executive Session at 4:06pm and announced no decisions were made
223
224
225

226 **10. Discussion of District Path Foard**

- 227 ▪ Chair requested Rates & Charges update: Sarah – We are moving forward with 11.6.17 (1-2pm)
- 228 TCD Public Hearing; Public will comment on the R&C proposal; Telephone option for
- 229 Supervisors to call in if unable to attend; Followed statute precisely for advertising - Paid to post in
- 230 area newspapers, and required to post notice in 5 locations throughout District; Posted to 17
- 231 locations, Published in e-newsletter and others avenues
- 232 ▪ After Public Hearing; TCD Board of Supervisors will consider action to re-adopt R&C Resolution;
- 233 Should that happen, will immediately submit Resolution to BOCC to request scheduling of BOCC
- 234 Public Hearing and they will consider taking action; BOCC could choose to hold Public Hearing,
- 235 take action, or not take action; Richard: Are they (BOCC) required to hold Public Hearing? Sarah:
- 236 Yes.
- 237 ▪ In conjunction with that, working with cities whose 1947 boundaries were not incorporated into
- 238 District; Have all shown some interest in annexing to join District; Will be working with those
- 239 cities to incorporate by Jan 2018 meeting; Richard: Common for cities to annex? Shana: Becoming
- 240 more common; Dean: When District formed, that boundary as of 1947 is not included; Areas cities
- 241 have expanded to are included; Small subset of city boundary
- 242 ▪ Sarah: Worked with them and their leadership over last year; Process will move forward in tandem
- 243 with Rates & Charges
- 244

245 **11. 2018 TCD Elections Process Discussion**

- 246 ▪ Shana: Coming up on election season; Every spring in first quarter; 1st step to choose a District
- 247 Board meeting where they will approve an election resolution with election details; Richard: By
- 248 end of year? Shana: Do not have to do by end of year, but longer you delay, less cushion in
- 249 timeline if incur any issues
- 250 ▪ Eric: Last election cycle, advertising for elected and appointed started in November, would have
- 251 had to have already had that done? Would have had to have that done, correct? Shana: Can
- 252 advertise that you will have open seats coming up; Eric: Would match advertising to prior years
- 253 process? Shana: Do not have to; Can advertise there is an election upcoming; Eric: Would like to
- 254 start advertising in Nov/Dec; Board consensus; Will advertise general information starting now
- 255 and will get specific as election details decided
- 256 ▪ Sarah: Clarification – Eric asking about advertising in election in general and Shana talking about
- 257 advertising specific election details post-Board due process meeting
- 258 ▪ Shana: Will need to make decisions about who will be election supervisor; Eric: Board or Staff?
- 259 Shana: If it is a Board Member, you are going to have a learning curve; Need to be able to put the
- 260 time into it; Eric: County staff? Shana: No, they would be paid; Dean: Have had old Staff, former
- 261 employees, former WSCC employees; Was someone who understands the process; Linda: Is the
- 262 election supervisor considered to be an appointment? Shana: Yes. Board appoints position
- 263 ▪ Eric: Using online absentee voting program; Had demonstration last year; Sam: Do not know if
- 264 implemented; Sarah will check into it
- 265

266 **AI – Sarah will get update on Thurston County's online voting tool**

267 **AI – Sarah will doodle poll Board on availability for a November meeting**

268

269 **Next Board Meeting Date**

- 270 ▪ Chair would like to meet 11.28; Doug unavailable to poll; Linda will not be in town; Samantha
- 271 unavailable as well; Sarah: At previous Board Meeting, Board combined Nov/December meetings
- 272 into one meeting on December 12th; Eric: Too much on Agenda to cover in one meeting
- 273 ▪ Sarah: Reminder we moved review of Shellfish proposals to December 12th meeting; Participating
- 274 organizations submitting proposals planning to attend on that date

- Board discussed date options; Sarah: Will send doodle poll for November 17th, 20th, & 21st @ 1pm

12. Partner Reports

A. NRCS, Jeff Swotek

- Environmental Quality Incentives Program (EQIP): 2018 has two sign up periods; First deadline is Nov 17th; Second deadline is March 16th; Easement program applications open through February 2nd

B. WSCC, Shana Joy

- Reminder election season coming up; WSCC Policy Initiative delay with Ron's absence; Figuring out how to Long term funding does have committee formed and work is continuing; Handed out letter from WSCC to TCD Board of Supervisors; It is to get things out in open to be addressed by the District; Happy to provide assistance and access to resources; Preparing for WSCC Annual Meeting on November 30th in Kennewick

C. WACD, Steve Hallstrom

- WACD has new Executive Director; Seeking new lobbyist to replace Jim Jesernig; First year finance committee has covered both the PMC and WACD staff and that is coming together well; Attended today to see if anything TCD would like brought to attention of WACD Board; TCD Board did not identify anything to pass forward to WACD Board

13. Continuation of Board Work Sessions Discussion, All

- Shana: Recommends cancelling and rescheduling (if Board so chooses) November 8th Work Session, since Doug is and unable to participate, Samantha is unavailable, and we have a new Supervisor to include (Linda); Shana: Do you want anyone else involved? Samantha: Ray Ledgerwood and Michelle Fossum; Shana: Staff? Eric: Not this time, maybe at next one
- Sarah: Staff provided one hour prior (to Board meeting) work session at a previous meeting to answer questions and be able to move forward with agenda/action items in the Board meetings; Is this something board wants to do moving forward, if that was valuable for folks?: Richard: Yes, valuable. Eric: Valuable, do not know if can make it all the time; Sarah: Optional, does not require quorum because no decisions are made; Linda: Asked when Board meetings are held; Sarah: Typically Board meetings are last Tuesday at 1pm; Eric: Longer agendas leads to moving up time to earlier in day; Richard: Likes moving meetings to 1pm; Effects Eric's work schedule; Let's move forward and will figure it out; Sarah: Will continue to be available; Board consensus to continue holding pre-meeting Work Sessions
- Ashley: WSCC & MRSC advised we have some form of summary minutes or notes from those work sessions, if there is a quorum present

14. Board Meeting Minutes Review, All

A. Review of September 26, 2017 Regular Meeting Minutes Review, All

Line Edits: None; Minutes not reviewed

Samantha moved to approve September 26, 2017 meeting minutes. Richard needs more time to go through these minutes. Eric: Table to next meeting; Samantha: Good example of importance of brief meeting minutes, with electronic recording if needed; If minutes kept to motions and action items, makes for easier approval and limits need to review multiple times. Linda: If Richard had questions, would he review audio recording and then discuss? Samantha: To avoid miscommunication and interpretation issues, brief minutes are easier to approve; If Supervisor want to know details of discussions, can check audio recording. Eric: Board may need to come back to this at a Work Session to determine path forward with minutes.

B. September 26, 2017 Work Session Minutes Review, All

Line Edits: None

Eric: Do minutes provided in packet meet requirements? Ashley: Yes.

Samantha moved to approve September 26, 2017 Work Session Meeting minutes. Richard seconded. No Discussion. Vote: Eric, Sam, & Richard in favor. Linda abstained. Motion passed.

C. October 2, 2017 Special Meeting Minutes Review, All

Line Edits:

Samantha moved to approve October 2, 2017 Special Meeting minutes. Richard seconded. No Discussion. Vote: All in favor. Motion passed.

15. Financial Report, Amy Franks

A. Monthly Financial report

- Amy distributed 3rd Quarter payroll reports to Supervisors; Introduced reports and asked if Board had any questions
- Richard: Did not make it to Amy's work session but would like to know more about it (subject not stated); Eric: Can motion to table it
- Eric: Check to Steve Davis – Accounting oversight; Two of his invoices combined because he lost one check from earlier this year; 8 months of work; Eric: Billable by hour? Amy: Yes. Hourly rate
- Chair asked Richard if he had any input: Richard – This is something he would like to see formal training on; Amy F: On the check register? Richard: The whole thing; Do one section at a time, maybe an hour each; Asked if everything looks good and has no idea what it is; Ashley: What specifically are you requesting training on? Richard: The whole thing. Ashley: The financial packet? Samantha: The confidential payroll reports you (Richard) are looking at now are separate, not in conjunction with check register; Need to request more information outside of public meeting; Richard: Yes, That's what I'm (Richard) talking about; Amy: Asking for training on the Payroll Report? Richard: Yes, to have a better understanding of it
- Eric: Check to Enduris – Liability insurance for 12 months; This is different than what was budgeted; Who authorized additional payment?; Sarah: As public entity, do not have option not to have insurance to be legally functioning and operating entity; Not an optional expense; Eric: Who authorized? Sarah: As a regular billable invoice, not a payment that requires authorization; Eric: Still want to know who authorized payment? Amy: Three layers of review & approval: Purchase Order (Sarah), Board Auditor (Samantha), and Steve Davis (Private CPA) for a necessary service; Eric: Not disputing that; Richard: They sent an invoice? Yes. Richard: Auditor approved that to be paid? Samantha: Auditor (she) approved when signed check. Eric asked who authorized payment; was told she would have to get back to him.
- Eric: Check to Amy HW - Does it say in details if that is mileage or per diem because Board has asked it to be labeled and it is not; Amy F will look it up
- Sarah: Coming back to Richard's request for more training related to financials; Seeking specifics from Richard on components he would like to receive more training on so we can follow-up; Linda: Would like to understand as well; Richard: All pieces; Work our way through them; Amy F: Pieces of what? Sarah: Of the monthly financial reports? Richard: Yes; Sarah: Okay, have Payroll Reports and Financial Packet; Want to ensure we collect this information so we can respond
- Eric: Requested follow-up from email from Amy to clarify if Staff payment in check register was for mileage or per diem; Eric: Board decision a couple years ago that all employee expenses

needed to be listed out under mileage or per diem and it is not in here; Amy F: Is split out that way in QuickBooks; Eric: Can we get it in here in the future? Amy: Yes. Will not be in the pages you are reading from but will be in cover sheets for check registers

- Eric: Check to Lift; Amy: Stephanie shared transportation for conference in Northern California
- Chair polled Board; No further questions

B. October Check Register

Eric moved to approve October Check Register, with check#s 19376-19397 totaling \$74529.79, with no voiced checks, pending additional information Chair requested. Samantha seconded. Eric & Samantha in favor. Richard and Linda abstained. Motion passed.

AI – Amy F will email Board clarification on Staff reimbursement in October Check Register

C. 2018 District Operations Budget & Staffing Plan Development

- Amy introduced draft 2018 District Operations Budget and draft 2018 Staffing Plan; Open to questions/feedback; Richard: Starting process now, when does it need to be done?; Amy: Good to go into year with approved budget, so would typically approve in December meeting
- Gathering program & grant budgets from program/grant leads; Will share those with Board via email or in the November packet
- Worked well last year and offered again to hold one-on-one meetings with individual Board Supervisors, to assist in digesting all information in draft budgets
- Eric: Is this page an actual or... Amy F: This is proposed District Operations budget; Includes overhead expenses, rent, office supplies, utilities, administrative Staff salaries - Anything not billed to grants
- Eric: (Line 64) Lodging budget? Amy F: WACD and NACD expenses
- Eric: (Line 65) Travel Mileage: Covers all mileage outside grants? Amy F: Yes. Eric: No funding for ferry trips? Amy F: Not out of R&C budget; When that occurs, it has been applicable/charged to grants
- Eric: Airfare budgeted at \$650? Amy F: For one Supervisor and one Staff to attend NACD annual meeting in 2018 (Nashville); Eric: \$650 for two people? Sarah: Note there is a separate column for Supervisor funding; usually Doug and Kathy attend
- Eric: No Supervisor mileage/meals/per diem/ferry rides/parking fees/airfare as of yet?; Sarah: What's included is NACD and WACD related pieces that we have done in past; Working with board travel sub-committee to establish that policy and inform that budget moving forward
- Eric: (Line 82) Equipment rentals? Amy: Printer and postage meter
- Amy F: Will get grant budgets in from other program managers and then will schedule meetings with Board Supervisors
- Richard: How do we continue putting budget together if we are only going to have one/two more meeting(s) before end of year?; How do we accomplish that? If we have November meeting, can talk about the Grant budgets, will hold one-on-one sessions to go over budgets, and that was enough last year to equip us to approve budget at end of year; Here and available if you want to call or talk about any of this, anytime
- Richard: Capital Budget (CB) update in regards to Draft Operations budget? Amy F: These pieces do not assume Capital funds for beginning of 2018, except for RCO farm pad funds because will be there as soon as CB passed; Not including Capital funds in form of shellfish/non-shellfish cost-share/TA or CREP, which may come through later; Richard: If CB funds come through, would you have to redo budget? Amy: Yes, Would have to amend the budget
- Eric: What does it look like if we do not get R&C? Sarah: Connecting with folks on that; At this point, premature discussion on 'if we don't get R&C' today; Will have clarity in next couple of

422 weeks to enable a proactive response for next Board meeting; Eric: Hypothetically, if we have
423 Public Hearing meeting on 11.6.17, and have a TCD Board motion by 11.9.17 to approve R&C
424 again, when does BOCC need to approve by, because funds run out on end of December; Sarah: If
425 TCD Board decides to take action on R&C Resolution for 2018 and it does pass, will immediately
426 re-submit proposal to BOCC; They (BOCC) will then schedule BOCC Public Hearing; Eric: That
427 would takes two weeks, you think? Sarah: Would have to work with County Manager on
428 scheduling; BOCC will also make a decision on whether they want to take action or not; We re-
429 submit the proposal and they will inform us re: their timeline; For our R&C process, need to get
430 our information to the Treasurer's office by December 15th, per statute; It is ready to go; FCS
431 working with Treasurer's office and Thurston County, and everything is ready & prepared for
432 them; Can prepare a budget scenario for a future Board meeting, if we know we are not moving
433 forward with R&C for 2018; Too early to tell and do not want to put speculation out there at this
434 time

- 435 ■ Eric: Hopefully will have another November meeting after 11.6.17 meeting and have a better idea
436 of what is going on

437 438 **16. Legal Services RFQ Discussion**

- 439 ■ Sarah introduced; Board has been working with Sarah, WSCC, & MRSC on Legal Services RFP
440 for an attorney or law firm to be present at Board meetings and to advise the District moving
441 forward; Have created a draft and reached point where Board needs to have some discussion re:
442 moving forward and what they would like present in the RFP; Provided most recent draft (with all
443 Board input incorporated), as well as comments Sarah received; Seeking further direction on the
444 RFP
- 445 ■ Eric: Not seeking motion/vote right now, but seeking final comments? Sarah: Up to Board; Eric
446 polled Board for input; Richard: His understanding, attorney advised Board to get their own
447 attorney; It had nothing to do with District or Staff, but strictly for Board, to guide them in their
448 policy; When reviewing RFP, does not say that
- 449 ■ Samantha: Her recollection of what our lawyer advised, to have legal representation to be here on
450 behalf of the District; Not just the Board because the Board and the District are one entity, not two
451 entities
- 452 ■ Eric: Hearing conflict between two people; Need clarification from Michelle/Enduris on her
453 recommendations; Can we email her? Sarah: After Sarah, Eric, & Richard met (can look back at
454 meeting dates) and discussed this and Sarah printed them off hard copies of RFP – Asked that
455 Sarah email latest draft to Michelle and that Richard was going to follow-up with her about that
456 concern specifically, 'Does it need to be an attorney for the Board of Supervisors or for the
457 District, advising the Board of Supervisors?'; Eric: You understood that Richard was going to call
458 her/follow-up with her; Sarah: At that time, that was what you asked; Richard: Was waiting for the
459 copy you were going to send; This is the first he has seen it; Sarah: This is the same draft provided
460 that day and emailed to Michelle as well; Same copy; Eric: To Richard, Want to get in contact with
461 Michelle and get clarification? Richard: Yes.
- 462 ■ Samantha: Need to make sure that when putting out an RFQ or RFP, with regards to using public
463 funds to represent something, need to ensure representation is for District because if asking for
464 public funds to represent Board, need to be responsible for that for ourselves; There is a big
465 difference in requesting public funds on behalf of the entire District versus just on the Board of
466 Supervisors; Huge differentiation; Eric: Requested Richard makes sure it is clarified when he talks
467 with Michelle

468
469 **AI – Richard will communicate with Michelle Fossum to clarify if advised to seek legal counsel for**
470 **the Board of Supervisors only or for the District as an organization**

471
472 **17. Discussion of WSCC Policy Initiatives**

- 473 ▪ Shana: Comments are currently open through November 17th; Suggests reviewing those; More will
474 come out as work continues on each of those policy issues
475 ▪ Sarah: Was emailed out to Board per Doug's request and included in packet in Doug's notes from
476 area meetings
477

478 **18. Resource Technician Position Hiring Update**

- 479 ▪ Amy F: Concluded first round of interviews; Have doodle poll out to sub-committee to discuss
480 those candidates and decide on who to bring back for interviews; Will be in touch on those dates;
481 Eric: Understanding 3 of 7 sub-committee members were present at last meeting; First meeting
482 Amy HW was not there; 2nd meeting she was; Last meeting, only 3 people there
483 ▪ Sarah: Got great candidates, well qualified folks, and looking forward to second round of
484 interviews and moving forward in process
485

486 **19. TCD Relocation Discussion and Path Forward**

- 487 ▪ Sarah: Item Doug requested because it was standing Agenda Item; Allocated 10 minutes to set
488 goals and path forward for relocation; Priority that has been discussed and Doug has alluded to
489 wanting to share more, as he has been to Area Meetings lately; Does Board want to discuss more
490 or wait for Doug?
491 ▪ Eric polled Board for input; Samantha: One of his (Doug's) notes on this was that we have as a
492 Standing Agenda Item but have not discussed in last 4-5 meetings, so should it continue to be a
493 Standing Agenda Item? Eric: Thinks it is important and should continue to allocate time to discuss
494

495 **20. Working Lands Easement Update**

- 496 ▪ Eric: No new updates? Nothing's happened? Sarah: Has been a little bit of percolating
497 development; Most Staffing capacity has shifted towards budgeting, working with legal services
498 RFP, which has not left much time for continuing to develop the Working Lands component
499 ▪ Sarah: Noted that Richard, Eric, & Sarah met with USFW to discuss organizational priorities and
500 how to work together in future and supporting working lands as a component of that; Put out there
501 that District has interest in pursuing easements
502 ▪ Sarah: Reported in September Acting Director Report that she met with Ryan Mello (Pierce CD) to
503 discuss their RFPP process; Got interesting feedback on moving forward; Happy to discuss when
504 Board ready; Board consensus to wait for future date/time to discuss
505 ▪ Eric: Going on four years with no easements at this time; Would like to see paperwork, possibly
506 pulled from NRCS; When met Staff at USFW, they were looking for a TCD easement program to
507 discuss/work from and we were not able to provide that; Would like to have documentation to set
508 us down that path; Would like Staff work on that and bring back to Board sometime in January
509 ▪ Sarah: Noted in September Acting Director Report, RCPP is broad and collaborative program and
510 might benefit District to do grant writing to increase capacity, both financial resources and Staffing
511 resources in order to have a Program Manager to dedicate time and expertise to this initiative
512 ▪ Eric: We still have money available in the 'Unfunded Needs' we have barely touched; Say we
513 should put Staff time into some documentation we can hand over, after Board review; Sarah: We
514 are running on a lean Staff; Capacity is maxed out; Want to make sure that we do this
515 appropriately and make it successful; Would like to see us have capacity to write more grants,
516 secure more funds to use as match, to get a well-developed program, and then have opportunity to
517 use as leverage to get larger grants
518 ▪ Eric: (to Sarah) Thinking January would not be a good deadline for some kind of paperwork?
519 Sarah: Paperwork meaning what? An enrollment packet? Eric: Yeah; Something; We have nothing

right now; Sarah: What we need are the funds secured to do the easements...Eric: We have Unfunded Initiatives account with \$4,500-5k remaining; We are 4 years in, so by January he would like to see some kind of paperwork that would be a start that we would hand somebody; Board would like to review that possibly; No other Board Supervisors provided input

- Sarah: Sharing that we need funding to actually do the easements; Eric: Let's get the paperwork done first; Can go on NRCS website; They have forms already done; We just need Staff to pull those and bring back to Board after Staff's looked at it, for approval; What do you (Sarah) think? Sarah: Can certainly bring NRCS forms for Board to review and see what they would like to move forward with out of that; Would encourage Board to work together with Staff to create a fully functioning program, with Staffing capacity behind it so we can hit ground running and be able to operate the program; The form is a mechanism but if we do not have funding or Staffing capacity; Eric: It is like, which came first, chicken or egg; Sentinel Lands is \$100 million available for Thurston County but if we have no forms to go forward, how do we get the \$100 million?; Richard: Clarifies – *potential* \$100 million in funding available
- Richard: Meeting with USFW went very well; Happy to have us there because did not know a lot about what the District does; Learned a lot about both organizations; Personally thought it was a very good great meeting and a big step forward for us
- Eric: (to Richard) Didn't a certain NRCS employee speak about how if possibly the District is dropping the ball because there is nothing done yet and they are going to look to outside sources besides the District to push that money too; Make sure you (Ashley) get that on the record; We are here, asking you to do it, you responded, and then we go to meetings, and there is money available; People in the meetings say, 'You guys are dropping the ball. We are not going to give you the money'; Here in this meeting to say we are dropping the ball, so let's work together and get it done; Sarah: Absolutely; And, let's be really clear we have had a lot of changes in the District in the last couple of months; And she is fully and totally supportive of making a Working Lands Easement initiative happen at Thurston CD; Gonna work her hardest to make sure that it is done right; So it is a successful program for District that is sustainable; She is happy to work together with the Board and Staff
- Richard: In another meeting, they said if we cannot get it together, they are already looking for other partners; Sarah: Who is? Richard: NRCS; Sarah: Who is it at NRCS? Richard: In a recent meeting; Sarah: It would help her as a coordinating Staff member for this initiative to be involved and be able to be in contact with these people so that can respond to their requests; Richard: Keep in mind that is what they are saying; There is a lot of money potentially available to us
- Shana: Needs to clarify that NRCS does not award money to Conservation Districts for easements; Eric: They do for RCO stuff; Shana: RCO has nothing to do with NRCS; There is RCPP but you have to apply; It is a competitive process; Eric: Jeff shared the date; Why don't we put an RCPP proposal together? Would like to see the District put an RCPP proposal together, possibly for the Deschutes Watershed
- Samantha: Reiterate what Sarah is saying; There are a lot of changes happening in the District; Asking her to put together a program is great, but very supportive of her wanting to put together the right kind of program; We have had issues with other programs that we have rolled out that have not been fully prepared in the past and she is trying to help us by making sure that it is fully prepared
- Eric: Want to say we have been here for 4 years, not necessarily under her (Sarah's) authority...Samantha: Sarah has not; Eric: We have been here for 4 years and literally have nothing right now
- Sarah: Recognize and hear frustration on that; More than happy to make momentum and progress; Eric: Saying he wants us to have some momentum; Not outrageous to have something to look at by January; Whatever you bring us; Sarah: Absolutely; Thanked Eric for his acknowledgement and

569 she is committed to supporting the Board; Need to make sure they are fully prepared before it is
570 rolled out; Eric: Knows she is; Let's make the first step in progress
571 ■ Sarah: 1st: Cannot change past, but excited to work together in the future; 2nd: Excited to hear you
572 (Eric) are interested in the Deschutes watershed because Amy HW prepared a RCPP grant
573 proposal to do working easements in Deschutes Watershed a couple of years ago; That should be
574 an easier thing to resurrect; Eric: It was under fish though, not working lands; Sarah: It was to do
575 both; It was to do working lands easement with a conservation value, which is common with all of
576 them

577
578 **AI – Sarah will email previous TCD RCPP grant proposal to Board**

579
580 **21. Adjourn**

581
582 Richard moved to adjourn. Linda checked in with Samantha to see if she wanted to continue meeting;
583 Samantha: Just making sure that everyone was aware that do not have to end meeting because Chair is
584 leaving; As Vice-Chair, Linda can take over hosting the meeting; Linda: If we are done, we are done;
585 You (Eric) can finish the meeting because she does not know how to finish the meeting; Linda
586 seconded. No discussion. Motion passed.

587
588 Meeting adjourned at approximately 5:45pm.
589

590 Respectfully Submitted,

591
592 
593
594 Eric Johnson, Board Chair


