

Thurston Conservation District Consent Agenda Decision Sheet January 25, 2021 Board Meeting



- A. December 16, 2021 Board Meeting Minutes
 - a. Proposed action: accept without amendment and approve.
 - b. Action taken:
 - c. Passed Moved for discussion during meeting Tabled to future meeting
- B. 2021 Year-End & January 2022 Financial Report
 - a. Proposed action: accept without amendment and approve.
 - b. Action taken:
 - c. Passed Moved for discussion during meeting Tabled to future meeting
- C. NACD Landowner Outreach & TA Sub-Agreement: EcoStudies & TCD MOA
 - a. Proposed action: accept without amendment and approve.
 - b. Action taken:
 - c. Passed Moved for discussion during meeting Tabled to future meeting

ADOPTED BY THE BOARD OF THE THURSTON CONSERVATION DISTRICT, WASHINGTON ON
JANUARY 25, 2022 AND EFFECTIVE IMMEDIATELY

SIGNED:

Absent from Meeting

TJ Johnson, Board Chair

DocuSigned by:
Helen Wheatley

166E46A66CE2437...
Helen Wheatley, Vice-Chair

DocuSigned by:
Doug Rushton

569F12D3DE284B8...
Doug Rushton, Board Member

DocuSigned by:
David Iyall

7BEA6C2612B540F...
David Iyall, Board Auditor

ATTEST:

DocuSigned by:
Sarah Moorehead

3786B0710A0E43B...
Sarah Moorehead, Executive Director

DocuSigned by:
Betsie De Wreede

29AA842DD6724B1...
Betsie DeWreede, Board Member

Thurston Conservation District Board of Supervisors

Work Session Minutes

January 25, 2022



Virtual Zoom Meeting

Meeting Time: 5:30pm – 6:23pm

Originally scheduled: 5:30pm – 6:15pm

Present at Meeting:

Helen Wheatley, TCD Vice-Chair
Betsie DeWreede, TCD Board Supervisor
David Iyall, TCD Board Supervisor

Doug Rushton, TCD Board Supervisor
Sarah Moorehead, TCD Executive Director
Leah Kellogg, TCD Staff
Nora Carman-White, TCD Staff

- 1 1. Topic List Review
- 2 2. Staff Presentation: *South Sound FarmLink, Nora White (Communications & Education*
- 3 *Manager)*
- 4 3. Minutes Review & Revision
- 5 a. December 16, 2021 Board Meeting Minutes
- 6 4. 2022 Annual Work Plan Review
- 7 5. Conservation and Education Center Development
- 8 6. 2022 Legislative Discussion
- 9 7. Covid-19 Health Update
- 10 8. Important Updates & Announcements
- 11 a. Board of Supervisors
- 12 b. Executive Director

13 **No Formal Action was taken.**

14 **Adjourn 6:23pm**

15 Respectfully,

DocuSigned by:

 X 165E45A55CE2437...

Helen Wheatley
TCD Board Vice-Chair

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Thurston Conservation District Board of Supervisors

Regular Board Meeting Minutes

January 25, 2022



Virtual GoToMeeting

Meeting Time: 6:30pm – 7:50pm

Originally scheduled: 6:30pm – 7:30pm

Present at Meeting:

Helen Wheatley, TCD Vice-Chair

Betsie DeWreede, TCD Board Supervisor

David Iyall, TCD Board Supervisor

Doug Rushton, TCD Board Supervisor

Sarah Moorehead, TCD Executive Director

Leah Kellogg, TCD Staff

Ryan Baye, Washington Association of

Conservation Districts (WACD)

Summary of Action Items

- 20 • **ACTION ITEM:** The Board and Staff will send a letter of recognition and appreciation to Chris
- 21 Stearns, thanking him for his service as a TCD Associate Supervisor.
- 22 • **ACTION ITEM:** Future Board Meeting Agendas will include a new item entitled "Informational
- 23 Documents" to be placed directly after the item entitled "Adjourn." It will list documents such
- 24 as the Executive Director's Report.
- 25 • **ACTION ITEM:** Staff will ensure all documents for the Work Session and Board Meetings will
- 26 be uploaded to the online *TCD Board of Supervisors, Board Meeting Portal*.
- 27 • **ACTION ITEM:** Staff will provide a written report on the 2022 TCD Election, once the results
- 28 have been tallied. The report will be discussed at the March Work Session.

Summary of Motions Passed

- 30 • *Supervisor DeWreede moved to adopt the revised Agenda. Supervisor Iyall seconded. Motion*
- 31 *passed unanimously, (4-0).*
- 32 • *Supervisor Iyall moved to approve the Consent Agenda with edits to the December 16, 2021*
- 33 *Board Meeting Minutes made in the January 25, 2022 Work Session. Supervisor Rushton*
- 34 *seconded. Motion passed, unanimously (4-0).*
- 35 • *Supervisor DeWreede moved to approve the 2022 Thurston Conservation District Budget*
- 36 *Amendment. Supervisor Iyall seconded. Motion passed, unanimously (4-0).*
- 37 • *Supervisor Iyall moved to approve the 2022 TCD Resolution #2022-01: 2022 Cost of Living*
- 38 *Adjustment. Supervisor Rushton seconded. Motion passed, unanimously (4-0).*
- 39 • *Supervisor Rushton moved to not appoint a TCD Associate Supervisor at this time. Supervisor*
- 40 *Iyall seconded. Motion passed, unanimously (4-0).*
- 41 • *Supervisor DeWreede moved to adjourn. Supervisor Iyall seconded. Motion passed*
- 42 *unanimously, (5-0).*

Full Version of the Minutes

43 Welcome & Introductions

44 At 6:30pm TCD Board Vice-Chair Helen Wheatley called the January 25, 2022 Regular Board
45 Meeting to order via the online forum, *Zoom*. TCD Board and Staff were introduced by the
46 Board Vice-Chair. For each vote, TCD Vice-Chair Wheatley called out Supervisors by name. She
47 announced the meeting was being video recorded. Supervisor Johnson was not present and
48 was excused from the meeting.

49 **Agenda Review**

- 50
- Ryan Baye, from WACD, will join the meeting to make a brief announcement.

51 ***Supervisor DeWreede moved to adopt the revised Agenda. Supervisor Iyall seconded. Motion***
52 ***passed unanimously, (4-0).***

53 **Consent Agenda**

- 54
- December 16, 2021 Board Meeting Minutes
 - 2021 Year-End & January 2022 Financial Report
 - NACD Landowner Outreach & TA Sub-Agreement: EcoStudies & TCD MOA

57 ***Supervisor Iyall moved to approve the Consent Agenda with edits to the December 16, 2021***
58 ***Board Meeting Minutes made in the January 25, 2022 Work Session. Supervisor Rushton***
59 ***seconded. Motion passed, unanimously (4-0).***

60 **Public Comment**

61 No members of the public gave comment.

62 **Partner Reports**

- 63 A. Natural Resources Conservation Service (NRCS), *Robin Buckingham*
- 64 • Robin Buckingham was not present, a written report was provided via email.
- 65 B. Department of Ecology (DOE), *Alena Reynolds*
- 66 • Alena Reynolds was not present, a written report was provided via email.
- 67 C. Washington State Conservation Commission (WSCC) Update, *Jean Fike*
- 68 • Jean Fike was not present; Executive Director Moorehead gave a brief update.
- 69 D. Washington Association of Conservation Districts (WACD) Update, *Supervisor Rushton*
- 70 • A written update was provided in the Board Packet.
 - 71 • The WACD Legislative update was provided via email
- 72 E. National Association of Conservation Districts (NACD) Update, *Supervisor Rushton*
- 73 • A written update was provided in the Board Packet.

74 **2022 Thurston Conservation District Budget Amendment**

- 75
- This Amendment allows unspent expenses outlined in the 2021 Budget to be carried over to the
76 2022 Budget.
 - The projects include: the purchase of a new TCD vehicle, 2019-2020 WA State Audit, and the
77 Conservation and Education Center (CEC) Feasibility Study.
- 78

79 **Supervisor DeWreede moved to approve the 2022 Thurston Conservation District Budget**
80 **Amendment. Supervisor Iyall seconded. Motion passed, unanimously (4-0).**

81 **TCD Resolution #2022-01: 2022 Cost of Living Adjustment**

- 82 • The Resolution approves the 3.5% cost of living adjustment for staff who are not included in the
83 Collective Bargaining Agreement (CBA).

84 **Supervisor Iyall moved to approve the 2022 TCD Resolution #2022-01: 2022 Cost of Living**
85 **Adjustment. Supervisor Rushton seconded. Motion passed, unanimously (4-0).**

86 **January 2022 Chehalis Flood Recovery Effort**

- 87 • Executive Director Moorehead gave a presentation on the January 2022 Chehalis flood; the
88 impact data, TCD outreach methods, and how TCD has responded to the affected areas of
89 Thurston County.
- 90 • TCD is currently coordinating with: Lewis and Gray's Harbor Conservation Districts, partner
91 organizations and local landowners to restore damaged private property and infrastructure
92 caused by the natural disaster.
- 93 • TCD has received \$2,500 for emergency support/technical assistance from the WSCC.
- 94 • Executive Director Moorehead will research funding opportunities to help mitigate the cost of
95 installing UV lights in flood-vulnerable wells to address contamination that commonly occurs.
- 96 • Executive Director Moorehead will lobby Thurston County officials regarding the importance of
97 farm pads for the local agricultural community.

98 **WACD**

- 99 • Ryan Baye from the WACD presented the *WACD Award for Special Service* to Supervisors
100 DeWreede, Wheatley, Johnson, and Iyall for the work they have done to improve TCD over the
101 last year.

102 **Governance**

- 103 A. Review of TCD Associate Supervisors
- 104 • Chris Stearns's 2021 term as a TCD Associate Supervisor has concluded.
- 105 • The Board made a decision to focus on the creation of the TCD Citizens Advisory Council
106 (CAC) instead of appointing TCD Associate Supervisors.

107 **Supervisor Rushton moved to not appoint a TCD Associate Supervisor at this time. Supervisor**
108 **Iyall seconded. Motion passed, unanimously (4-0).**

109 **ACTION ITEM: The Board and Staff will send a letter of recognition and appreciation to Chris**
110 **Stearns, thanking him for his service as a TCD Associate Supervisor.**

111 **ACTION ITEM: Future Board Meeting Agendas will include a new item entitled "Informational**
112 **Documents" to be placed directly after the item entitled "Adjourn." It will list documents**
113 **such as the Executive Director's Report.**

114 B. February 2022 Work Session Topic List & Meeting Agenda Development

115 **Work Session**

- 116 • Topic List Review
- 117 • Staff Presentation: TBD
- 118 • Minutes Review & Revision
 - 119 ○ January 25, 2022 Work Session and Board Meeting Minutes
- 120 • 2022 Annual Work Plan Review
- 121 • Conservation and Education Center Development
- 122 • 2022 Legislative Update
- 123 • Covid-19 Health Update
- 124 • Important Updates & Announcements
 - 125 ○ Board of Supervisors
 - 126 ○ Executive Director

127 **Board Meeting**

- 128 • Greeting
- 129 • Agenda Review
- 130 • Consent Agenda
 - 131 ○ January 25, 2021 Work Session & Board Meeting Minutes
 - 132 ○ February 2022 Financial Report
 - 133 ○ 2022 TCD Annual Plan
- 134 • Public Comment
- 135 • Partner Reports
 - 136 ○ Natural Resources Conservation Service (NRCS), *Robin Buckingham*
 - 137 ○ Washington State Department of Ecology, *Alena Reynolds*
 - 138 ○ Washington State Conservation Commission (WSCC), *Jean Fike*
 - 139 ○ Washington Association of Conservation Districts (WACD), *Doug Rushton*
 - 140 ○ National Association of Conservation Districts (NACD), *Doug Rushton*
- 141 • Governance
 - 142 ○ March 2022 Work Session Topic List & Meeting Agenda Development
 - 143 ○ Executive Session: *To discuss the performance of the Executive Director*
- 144 • Adjourn

145 **ACTION ITEM: Staff will ensure all documents for the Work Session and Board Meetings will**
146 **be uploaded to the online TCD Board of Supervisors, Board Meeting Portal.**

147 **ACTION ITEM: Staff will provide a written report on the 2022 TCD Election, once the results**
148 **have been tallied. The report will be discussed at the March Work Session.**

149 ***Supervisor DeWreede moved to adjourn. Supervisor Iyall seconded. Motion passed***
150 ***unanimously, (5-0).***

Adjourn 7:50pm

Respectfully,

X DocuSigned by:
Helen Wheatley
165E45A55CE2437...

Helen Wheatley
TCD Board Vice-Chair

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