

# Thurston Conservation District Consent Agenda Decision Sheet April 26, 2022 Board Meeting



- 
- A. March 22, 2022 Board Meeting and Work Session Minutes
    - a. Proposed action: accept without amendment and approve.
    - b. Action was taken:
    - c.  Passed    Moved for discussion during meeting    Tabled to a future meeting
  
  - B. April 2022 Financial Report
    - a. Proposed action: accept without amendment and approve.
    - b. Action was taken:
    - c.  Passed    Moved for discussion during meeting    Tabled to a future meeting
  
  - C. WSCC Addendum: ASRP Regional Implementation Team
    - a. Proposed action: accept without amendment and approve.
    - b. Action was taken:
    - c.  Passed    Moved for discussion during meeting    Tabled to a future meeting
  
  - D. Partners for Fish and Wildlife Program: Restoring South Sound Prairies
    - a. Proposed action: accept without amendment and approve.
    - b. Action was taken:
    - c.  Passed    Moved for discussion during meeting    Tabled to a future meeting
  
  - E. TCD Policy 2.5: ADA Reasonable Accommodation
    - a. Proposed action: accept without amendment and approve.
    - b. Action was taken:
    - c.  Passed    Moved for discussion during meeting    Tabled to a future meeting
  
  - F. TCD Policy 3.1.2: Intern Retention
    - a. Proposed action: accept without amendment and approve.
    - b. Action was taken:
    - c.  Passed    Moved for discussion during meeting    Tabled to a future meeting


ADOPTED BY THE BOARD OF THE THURSTON CONSERVATION DISTRICT, WASHINGTON ON  
APRIL 26, 2022, AND EFFECTIVE IMMEDIATELY

SIGNED:

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TJ Johnson, Board Chair

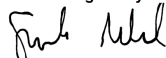
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Helen Wheatley, Vice-Chair

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Doug Rushton, Board Member

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David Iyall, Board Auditor

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Betsie DeWreede, Board Member

ATTEST:

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Sarah Moorehead, Executive Director

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	TCDadmin@thurstoncd.com
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Not Offered via DocuSign

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David.Iyall@ThurstonCD.com  
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Doug Rushton  
Doug.Rushton@ThurstonCD.com  
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Helen Wheatley  
helen.wheatley@thurstoncd.com  
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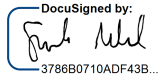
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helen.wheatley@thurstoncd.com  
Using IP Address: 73.225.41.153

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Sarah Moorehead  
 smoorehead@thurstoncd.com  
 Executive Director  
 Thurston Conservation District  
 Security Level: Email, Account Authentication  
 (None)

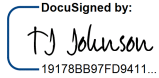


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 Signed using mobile

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TJ Johnson  
 olyurbanagrarian@gmail.com  
 Chair, Board of Supervisors  
 Security Level: Email, Account Authentication  
 (None)



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Notary Events	Signature	Timestamp
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	A
	Tumwater, WA 98512-6187
	TCDadmin@thurstoncd.com
	IP Address: 50.197.93.149


**Record Tracking**

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**Signer Events**

Betsie DeWreede  
 betsie.dewreede@thurstoncd.com  
 Security Level: Email, Account Authentication (None)

**Signature**

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Witness Events	Signature	Timestamp
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Notary Events	Signature	Timestamp
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Payment Events	Status	Timestamps
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**Electronic Record and Signature Disclosure**

# Thurston Conservation District Board of Supervisors

## Work Session Minutes

April 26, 2022

Virtual Zoom

Meeting Time: 5:30 pm – 6:23 pm

Originally Scheduled: 5:30 pm – 6:20 pm



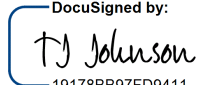
### Present at Meeting:

TJ Johnson, TCD Board Chair  
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  
Margaret Kreder, Puget Sound Stewardship Foresters  
Mark Mead, Puget Sound Stewardship Foresters

- 1        **1. Topic List Review, All**
- 2        **2. Staff Presentation:** *Fostering our Forests in Thurston County, Margaret Kreder & Mark*
- 3            *Mead, Stewardship Foresters*
- 4        **3. Minutes Review & Revision, All**
- 5            a. March 22, 2022 Board Work Session & Meeting Minutes
- 6        **4. Review Conservation and Education Center RFP, All**
- 7        **5. Policy Updates:**
- 8            a. TCD Policy 2.5: ADA Reasonable Accommodation
- 9            b. TCD Policy 3.1.2: District Internship
- 10       **6. Covid-19 Health Update, Sarah Moorehead**
- 11       **7. Important Updates & Announcements**
- 12            a. Board of Supervisors, *All*
- 13            b. Executive Director, *Sarah Moorehead*

14       Respectfully,

X  DocuSigned by:  
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TJ Johnson  
 TCD Board of Supervisors Chair

**Thurston Conservation District Board of Supervisors**

**Regular Board Meeting Minutes**

April 26, 2022

Virtual Zoom

Meeting Time: 6:30 pm – 7:15 pm

Originally Scheduled: 6:30 pm – 7:25 pm



**Present at Meeting:**

TJ Johnson, TCD Board Chair

Helen Wheatley, TCD Vice-Chair

Betsie DeWreede, TCD Board Supervisor

David Iyall, TCD Board Supervisor

Doug Rushton, TCD Board Supervisor

Ben Cushman, TCD Legal Counsel

Sarah Moorehead, TCD Executive Director

Leah Kellogg, TCD Staff

Alena Reynolds, Department of Ecology (DOE)

Jean Fike, Washington State Conservation

Commission (WSCC)

**Summary of Action Items**

- 16 • **ACTION ITEM: Staff will add the WSCC’s Conservation Districts 2023 Legislative Session**
- 17 **Priorities Survey for discussion at the May 24, 2022 Work Session.**
- 18 • **ACTION ITEM: The Board has requested staff to research climate-friendly banking**
- 19 **options, to be discussed at the May 24, 2022 Work Session.**

***Summary of Motions Passed***

- 20 • ***Supervisor DeWreede moved to adopt the revised Agenda. Supervisor Wheatley***
- 21 ***seconded. Motion passed unanimously, (5-0).***
- 22 • ***Supervisor DeWreede moved to approve the Consent Agenda, with a correction to the***
- 23 ***March 22, 2022 Board Work Session and Meeting Minutes and a minor language***
- 24 ***change to the TCD Policy 2.5: ADA Reasonable Accommodation. Supervisor Rushton***
- 25 ***seconded. Motion passed, unanimously (5-0).***
- 26 • ***Supervisor Rushton moved to Ratify the TCD Resolution # 2022-02 Authorizing Use of***
- 27 ***Cash Operating Reserve Fund. Supervisor Iyall seconded. Motion passed unanimously,***
- 28 ***(5-0).***
- 29 • ***Supervisor Iyall moved to adjourn. Supervisor Wheatley seconded. Motion passed***
- 30 ***unanimously, (5-0).***
- 31

**Full Version of the Minutes**

**Welcome & Introductions**

At 6:30 pm, TCD Board Chair TJ Johnson called April 26, 2022 Regular Board Meeting to order via Zoom online forum. TCD Board and Staff were introduced by the Board Chair. For each vote, TCD Board Chair Johnson called out Supervisors by name. He announced the meeting was being video recorded.

**Agenda Review**

- 38 • Two Items were added to the Agenda under Item 6-Governance:
- 39 ○ 6.B – Climate Banking Options
- 40 ○ 6.C – 2019-2020 Accountability Audit

41 ***Supervisor DeWreede moved to adopt the revised Agenda. Supervisor Wheatley seconded.***  
42 ***Motion passed unanimously, (5-0).***

43 **Consent Agenda**

- 44 • March 22, 2022 Board Work Session & Meeting Minutes
- 45 • April 2022 Financial Report
- 46 • WSCC Addendum: ASRP Regional Implementation Team
- 47 • Partners for Fish and Wildlife Program: Restoring South Sound Prairies
- 48 • TCD Policy 2.5: ADA Reasonable Accommodation
- 49 • TCD Policy 3.1.2: District Internships

50 ***Supervisor DeWreede moved to approve the Consent Agenda, with a correction to the March***  
51 ***22, 2022 Board Work Session and Meeting Minutes and a minor language change to the TCD***  
52 ***Policy 2.5: ADA Reasonable Accommodation. Supervisor Rushton seconded. Motion passed,***  
53 ***unanimously (5-0).***

54 **Public Comment**

55 No members of the public gave comments.

56 **Partner Reports**

- 57 A. Natural Resources Conservation Service (NRCS) Update
- 58 • No Report or update was provided.
- 59 B. Department of Ecology (DOE) Update, Alena Reynolds
- 60 • Alena Reynolds was present; she provided an update.
- 61 C. Washington State Conservation Commission (WSCC) Update, Jean Fike
- 62 • Jean Fike was present; she provided an update.

63 **ACTION ITEM: Staff will add the WSCC’s Conservation Districts 2023 Legislative Session**  
64 **Priorities Survey for discussion at the May 24, 2022 Work Session.**

- 65 D. Washington Association of Conservation Districts (WACD) Update, TCD Supervisor and
- 66 WACD Board Member Rushton
- 67 • A written update was provided in the Board Packet.
- 68 • WACD will no longer host Board Members’ email address domains. TCD staff and
- 69 the WACD are planning to transfer Supervisor’s current email information to the
- 70 new TCD hosted domain.
- 71 E. National Association of Conservation Districts (NACD) Update, TCD Supervisor and NACD
- 72 Board Member Rushton



- 73 • A written update was provided in the Board Packet.

74 **Governance**

75 A. Ratifying TCD Resolution # 2022-02 Authorizing Use of Cash Operating Reserve Fund

- 76 • The April 7, 2022 Special Board Meeting website announcement had an error
- 77 and was not in compliance with the Open Public Meeting Act (OPMA). All actions
- 78 taken at the Special Meeting were not valid including the *TCD Resolution # 2022-*
- 79 *02 Authorizing Use of Cash Operating Reserve Fund.*

80 ***Supervisor Rushton moved to ratify the TCD Resolution # 2022-02 Authorizing Use of Cash***  
81 ***Operating. Supervisor Iyall seconded. Motion passed unanimously, (5-0).***

82 B. Climate Friendly Banking Options

83 **ACTION ITEM: The Board has requested staff to research climate-friendly banking options, to**  
84 **be discussed at the May 24, 2022 Work Session.**

85 C. 2019-2020 Accountability Audit

- 86 • Washington State Auditor’s Office has completed TCD’s 2019-2020 audit. It was
- 87 well-received by the auditors, stating “TCD has robust policies and secure
- 88 processes to ensure accountability of public funding”. The next audit will take
- 89 place in the fall of 2023.

90 D. WADE Conference – June 13 -15, 2022

- 91 • Washington Association of District Employees (WADE) Training Conference will
- 92 be held in Leavenworth, WA on June 13-15, 2022. TCD Staff and Supervisors are
- 93 encouraged to register and attend.

94 E. NACD Summer Meeting

- 95 • NACD Summer Meeting will take place July 15-18, 2022, in Puerto Rico.
- 96 Supervisor Rushton will be in attendance.

97 F. May 2022 Work Session Topic List & Meeting Agenda Development.

98 **Work Session**

- 99 • Topic List Review
- 100 • Staff Presentation: American Farmland Trust – Land Equity & Access, Nora
- 101 Carman-White
- 102 • Minutes Review & Revision
  - 103 ○ April 26, 2022 Board Work Session & Meeting Minutes
- 104 • Conservation and Education Center Development
- 105 • WSCC 2023-2025 Budget Survey
- 106 • Climate Friendly Banking Options, Susan Shelton
- 107 • Covid-19 Health Update, Sarah Moorehead
- 108 • Important Updates & Announcements

- 109 ○ Board of Supervisors
- 110 ○ Executive Director

111 **Board Meeting Agenda**

- 112 • Agenda Review
- 113 • Consent Agenda
  - 114 ○ April 26, 2022 Board Work Session & Meeting Minutes
  - 115 ○ May 2022 Financial Report
- 116 • Public Comment
- 117 • Partner Reports (if present)
  - 118 ○ Natural Resources Conservation Service
  - 119 ○ Washington State Department of Ecology
  - 120 ○ Washington State Conservation Commission
  - 121 ○ Washington Association of Conservation Districts
  - 122 ○ National Association of Conservation Districts
- 123 • Governance
  - 124 ○ TCD Board Officer Elections
  - 125 ○ TCD Board Representation on Community Groups/Councils
  - 126 ○ June 2022 Work Session Topic List & Meeting Agenda Development

127 **Executive Session: To discuss potential litigation with legal counsel.**

128 In attendance: TCD Board Members, TCD Legal Counsel Ben Cushman, and Executive Director  
129 Moorehead

130 *RCW 42.30.110 (i) To discuss with legal counsel representing the agency matters relating to*  
131 *agency enforcement actions, or to discuss with legal counsel representing the agency litigation*  
132 *or potential litigation to which the agency, the governing body, or a member acting in an official*  
133 *capacity is, or is likely to become, a party when public knowledge regarding the discussion is*  
134 *likely to result in an adverse legal or financial consequence to the agency.*

135 Executive Session opened at 7:05 pm, to last no more than 10 minutes, and concluded at 7:12  
136 pm.

137 **Executive Session Report Out:**

138 No action was taken.

139 ***Supervisor Iyall moved to adjourn. Supervisor Wheatley seconded. Motion passed***  
140 ***unanimously, (5-0).***

141 **Adjourn 7:15 pm**

142 Respectfully,

X DocuSigned by:  
*TJ Johnson*  
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TJ Johnson  
TCD Board Chair

143

**Certificate Of Completion**

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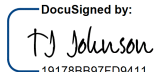
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**Signer Events**

TJ Johnson  
olyurbanagrarian@gmail.com  
Chair, Board of Supervisors  
Security Level: Email, Account Authentication (None)

**Signature**

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