



Jackson Soil & Water Conservation District  
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**MINUTES NOT FINAL UNTIL APPROVED**

**March 17, 2021  
Jackson Soil and Water Conservation District  
(JSWCD)  
Board Meeting**

**Directors, Associates**

Allan Campbell – Director  
Stan Dean – Chair  
Gordon Jones – Director – Via Zoom  
Don Hamann – Director - Absent  
Ron Hillers – Director - Secretary/Treasurer  
Barbara Niedermeyer – Vice Chair  
Nicky Webb Smith – Director- Via Zoom at 5:10  
Pam Hillers – Associate Director

**Staff & Guests**

Randy White – District Manager  
Markie Germer  
Via ZOOM:  
Paul DeMaggio  
Megan Montgomery  
Kora Mousseaux  
Clint Nichols  
Jenna Sanford  
Karelia Ver Eecke  
Colleen Roberts – Jackson County Commissioner at 4:03

Board Chair Dean opened the meeting at 4:00 pm. followed by the Pledge of Allegiance.  
Director Dean presented Director Campbell with an inscribed coffee cup and thanked him on behalf of the Board for his 10 years of service as Board Chair.  
Commissioner Roberts had nothing new to report from the Commission.

**ADMINISTRATION**

**Agenda**

District Manager White requested that the topic “Approval of the Personnel Policies” under New Business be postponed until the next month’s Board meeting.

**Minutes**

**A motion by Director Niedermeyer with a second by Director Hillers to approve the minutes from February 17, 2021.** Director Dean pointed out mistakes that need to be corrected as follows: 1.) Under New Business – New Director Appointment, page 3, add: *“or be an associate director for one year and manage ten acres or more”*. 2.) Under Advocacy Committee Appointment, page 3, state that only one signature is required to submit a formal lobbying letter and two delegates need to consult and agree on any action taken by the committee. 3.) On page 4, under Reports- Manager’s Briefing: correct Director Dean’s statement that Soil and Water Commission will meeting in the spring not the fall to discuss the ODA’s changes including the elimination of three positions. **A motion by Directors Hillers with a second by Director Niedermeyer to amend the motion to include the above corrections passed unanimously.**

**Treasurer’s Report**

**A motion by Director Hillers with a second by Director Campbell to accept the March treasurer’s reports as presented passed unanimously.**

## **STAFF REPORTS**

Jenna reported that she is continuing with the Strategic Implementation Area (SIA) monitoring proposal due on April 1<sup>st</sup>. She is also working with Karelia and Meghan on the community based social marketing outreach for the SIA in the Applegate. Kora reported that she is continuing to manage current restoration grants. She and Gordon lead the Pesticide Stewardship Program (PSP) annual meeting. They reviewed the 2020 data and reported on state and local efforts. The annual summary can be found on the District's website along with the recording of the meeting and upcoming PSP events. She and Karelia are working on outreach in the Coleman Creek area for future restoration projects. She is working on a publication for waterwise landscaping with help from an Oregon State University Extension person in the Willamette Valley. Karelia talked about the Southern Oregon Regional Envirothon (SORE) event on April 7<sup>th</sup>. Last year the event was cancelled and this year it is happening as a hybrid event. There will be five teams competing at the event. She will be interviewed by Jefferson Public Radio (JPR) on April 6<sup>th</sup> with other committee members to get the word out. She has been following up on grants that have asked for extensions due to COVID. Paul said that he has been out in the focus area at the C2 Cattle Company. They are trying to decide which projects to work on. Two of the projects are in the Salt Creek Watershed which is a tributary to Little Butte Creek (LBC). The Rogue River Watershed Council (RRWC) has been working on Salt Creek as well. There are water right complications that they have had to work through. They are going to try to trade water instream in Salt Creek for protection and then C2 will get funds to help pipe portions to some of their ditches. Paul has been getting flow measurements to quantify the real water that is available to put instream versus the actual water rights documentation. For the Galls Creek project, they received approval for the allocation to conserve water program. Now they are able to move forward to receive the final grant funds from the Water Resources Department. He has been working with the Talent Irrigation District on one of their pressurized pipelines that has over 100psi. The District wants to reduce the pressure. Paul is working with a contractor to come up with a standard pressure reducing station that can be put on their laterals. Paul is working with the Natural Resources Conservation Service's (NRCS) Conservation Implementation Strategies (CIS) program in the Focus Area at the Bradshaw Drop/Hopkins Canal area. They will convert 115 acres to a pressurized system with two center pivots. Meghan reported that most of her projects are collaborative and staff has covered some of her projects in their reports. With Paul's projects on the Bradshaw Drop/Hopkins Canal, she is helping by getting information for district funding. She is helping Karelia and Jenna with the survey for the community based social marketing outreach for the SIA in the Applegate. She is working with the RRWC on a heavy use area for the property at the mouth of Salt Creek as well as helping with funding irrigation improvements. She and Clint have secured a grant from OWEB for landowners affected by the South Obenchain Fire. The grant will fund a forestry crew to do fuels treatment on eleven properties. District Manager White told the Board that he signed and returned the OWEB grant agreement for the South Obenchain Fire recovery. The District should be receiving the fully executed agreement back soon.

## **CORRESPONDENCE**

The Board packet included the legislative letter for the Board to review regarding HB 2357; Elimination of the Oregon Forest Resources Institute (OFRI). Director Dean gave some more detail on the letter and the advocacy process for writing a letter. He also said that there is a lot of opposition to the District's letter. Director Dean hopes that if OFRI is eliminated, some other entity will pick up the funding and education portions.

## **UPDATES**

### **Personnel Committee**

District Manager White explained that he had sent an email to Special Districts Association of Oregon (SDAO) with questions on how best to present the new Personnel Policies to staff. SDAO answered his questions and strongly suggested that the policies be reviewed by H.R.

Answers before Board action. District Manager White emailed the policies to H.R. Answers. H.R. Answers reported that they will have margin notes back to the District in two or three weeks. If the District requests further assistance from H.R. Answers, it will cost \$140.00 per hour. The Personnel Policy will be updated from their suggestions and comments. It should be ready to present to the Board at the April Board meeting. Director Dean suggested that the Board send their comments regarding the Personnel Policies to the District Manager, and he will forward them to H.R. Answers.

### **Education and Outreach**

Karelia said she is sending out an email to the directors regarding moving forward with some kind of back up funding for education and outreach programs and events if the OFRI bill does not pass legislation as discussed.

### **Legislature Update**

Director Dean reported that after the board meeting packet went out, another letter from the District was sent in support of prescribed Burning – House Bill (HB) 2572. This bill deals with prescribed burning and will help mitigate wildfires and help with natural resources. The bill will let neighboring landowners work together on burn projects. Also, expanding the Certified Burn Managers program will help with the prescribe burn process. Director Dean also reported that District Manager White will be testifying at the legislative hearing supporting OWEB funding.

### **OLD BUSINESS**

#### **New Director Appointment Protocol**

Director Dean suggested that we use the word *may* instead of *must* in the first paragraph because the Board of Directors (BOD) does not have to make an appointment if there is a vacancy on the Board. The second sentence in the first paragraph, the word *must* needs to be replaced with the word *should*. Replace *SWCD At Large* with *SWCD Director* in the third square bullet under State Requirements for eligibility. Move the last two square bullets to the District Protocol as they are not requirements. District Manager White said that this paper was written with information given to him by ODA. Under District Protocol, the bullet that states: *provide at least one recommendation*; Director Dean wants to know if this is suggested or is it required. Director Niedermeyer thinks that it is good to have at least one recommendation. Director Hillers agreed. Director Dean asked who is the Appointment Committee? District Manager White thinks that this would be an Ad-Hoc committee formed when needed. Director Niedermeyer said that an Ad-Hoc committee can be formed at any time and it does not have to be spelled out. Director Dean said change the last bullet to read that the committee will *make a recommendation to the BOD at the next practical meeting*. Director Dean asked are there circumstances where we would want that we keep the vacancy open as long as we have a quorum? Do we want to show how we do the recruiting? Do we want to look for certain criteria or certain skill sets and what about gender and ethnic diversity on the board? Should this be written in the recruitment process? Do we want guidance in this paper? Director Hillers feels too much guidance could be a hamper. How are we going to do interviews? Is it with the board or the committee and is it open to the public? District Manager White pointed out that it says under District Protocol *the candidate will*: District Manager White wants ODA to verify the candidates before making a selection. District Manager White will contact ODA for further guidance regarding the questions and thoughts stated above by the Board. With that information he will revise the Director Appointment Protocol.

#### **Resolution 20-05/97 Amended – Delegation of Authority to Advocate**

Director Webb-Smith is not in attendance and the Resolution shows her listed under Formal Lobbying as well as listed under Formal Other Advocacy which is not really required and was not addressed at the last meeting. No action should be taken until Director Webb-Smith is informed.

**NEW BUSINESS**

**Approval of Management Plan and Appointment of Gordon Jones as Director**

The Board received a copy of Gordon Jones' Management Plan in the Board Packet for their review. **A motion by Director Hillers with a second by Director Niedermeyer to approve the SOREC management plan presented by Gordon Jones as a demonstration of interest in natural resource conservation passed unanimously. A motion by Director Hillers with a second by Director Campbell to appoint Gordon Jones as Director to fill Zone 1 At Large passed unanimously.** Gordon Jones recited the Oath of Office as Director to Zone 1.

**Check Signer Approval**

**A motion by Director Niedermeyer with a second by Director Campbell to remove Marilyn Rice and Juanita Wright as check signers for the District passed unanimously.**

**A motion by Director Niedermeyer with a second by Director Campbell to add Stan Dean and Gordon Jones as a check signers for the District passed unanimously.**

Director Niedermeyer rescinded the motion.

**A motion by Director Hillers with a second by Director Webb-Smith to add Stan Dean as a check signer for the District along with the current signers; Randy White, Allan Campbell and Barbara Niedermeyer passed unanimously.**

**Resolution 20-05/97 amended – Delegation of Authority to Advocate**

Director Webb-Smith joined the meeting. Director Dean explained that she was included on the Formal Other Advocacy. Director Webb-Smith agreed to be added to the Formal Other Advocacy. **A motion by Director Hillers with a second by Director Campbell to approve Resolution 20-05/97 passed unanimously.**

Staff was excused at 5:00 p.m.

**REPORTS**

**Manager's Briefing**

District Manager White reported he will be meeting with staff to review their biennial work plans and that the 2021-2022 budget is just about completed.

**SWCC**

Director Dean said that the next SWCC meeting is next week.

**AGENDA BUILD**

Gordon Jones offered to give a short talk on PSP when it was convenient. It is scheduled tentatively for the June Board meeting

The meeting adjourned at 5:20 pm.

Respectfully submitted by:

Markie Germer

Markie Germer

Minutes approved as printed:



Date 4-21-21

Approved as amended:

\_\_\_\_\_ Date \_\_\_\_\_