



Jackson Soil & Water Conservation District
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MINUTES NOT FINAL UNTIL APPROVED

June 12th, 2024
Jackson Soil and Water Conservation District
(JSWCD)
Board Meeting

Directors, Associates

In attendance:

Barbara Niedermeyer – Director
Ron Hillers – Director
Stan Dean - Director
Pam Hillers – Associate Director
Maxine Cass – Director
Don Hamann – Director
Frank Baratta - Director

Attendance on Zoom:

Colleen Roberts – County Commissioner
Meghan Montgomery – Forest Resource
Conservationist

Staff:

In attendance:

Jill Smedstad – Executive Director
Kim Ingram – Office Assistant
Kora Mousseaux – Community Water Resource
Conservationist
Clint Nichols – Riparian Resource Conservationist
Jenna Sanford – Stewardship Monitoring Coordinator

Guests in Attendance:

Director Dean called the meeting to order at 3:45 pm. Director Dean welcomed input from the public on the budget hearing, no comments were made. Introductions and the pledge immediately followed.

May Meeting Minutes

A motion by Director Cass with a second by Director Hillers to approve the May 15th Board Meeting minutes passed unanimously.

Treasurers Report

A motion by Director Hillers with a second by Director Niedermeyer to approve the Treasurers Report passed unanimously.

Staff Presentation: Reese Creek Riparian Restoration and Monitoring

Clint Nichols presented some history of the Reese Creek restoration monitoring project on the OWEB South Obenchain Fire Restoration project. He explained the project's goals, methods and protocol for monitoring, results from the monitoring thus far and what it could look like in the future. Monitoring will continue through 2028.

Partnership Reports:

Rogue River Watershed Council

Director Dean stated that JSWCD had their metrics and monitoring committee meeting that focused on E. Coli. And RRWC is doing a very similar thing. JSWCD and RRWC will be working together to align testing and results.

Executive Session: ORS 192.660(2)(i) (4:18pm – 4:44pm)

Director Dean reported that the Board met to follow up on Executive Director performance review. There was nothing that needed to be reported in open session.

Admin Report:

Executive Director Smedstad shared her admin report. The Forest Conservation Technician has been filled and Michael Skandalis will be starting June 26th, 2024. The Outreach and Engagement Coordinator position will be posted soon. Kora has been working with Medford Water Commission on a long-term support MOU to expand the lawn replacement rebate program. This is in the final stages and expected to be complete prior to the FY ending.

Personnel Committee Report:

Associate Director Pam Hillers reported that the Personnel Committee met and reviewed step and grade increases regarding District Staff. All increases were recommended and there was no further action. Jill asked the Board if there was any interest in other members serving on the Personnel Committee. Juanita Wright recently resigned. Current members of the Committee include Trevor, Jill, Pam, Katelyn, and Don.

Hybrid Work Policy:

Director Dean asked the board if there was any discussion concerning the hybrid work policy. Executive Director Smedstad shared that she reached out to other SWCD's to discuss hybrid work policies and if they are common. All districts that responded had a form of hybrid work integrated. Associate Director Hillers mentioned that it is Executive Director Smedstad's responsibility to ensure that hybrid work is productive and accountable. Director Niedermeyer asked how many of the 45 Districts had a policy, Executive Director Smedstad stated she did not hear from all Districts but did receive responses from 12. Director Baratta stated he has experienced a decrease in work productivity in his personal line of work with partner organizations allowing working from home. His primary concern is, is the District meeting the needs of our partners, the community, and its clients while maintaining a hybrid work policy. Other Board members and staff shared their thoughts and opinions. Ultimately, it was decided that the responsibility falls under the Executive Director to manage hybrid staff schedules.

Performance Award Policy:

Director Dean opened discussion on the performance award policy and how the board would like to move forward with it. Executive Director Smedstad stated she followed up with staff and it was consensus that the staff valued the award annually. After Board discussion, it was decided to rename it to "salary supplement" and bring a draft back to the Board at the following meeting.

Director Niedermeyer had a couple of questions regarding health insurance and how the staff are covered. She was also curious if other taxing Districts carried insurance for their employees or paid a stipend.

FY 23-24 CAP Funding Request

The request entailed committing \$75,000 from the FY 23-24 CAP fund toward forest restoration and wildfire resilience projects in the River Butte Landscape Restoration Project. This project includes 7 landowners currently participating and 18 total properties that bridge both geographies. These funds would be used to bridge the funding gap with several other external funding sources such as RCPP, ODF and LRP. **A motion by Director Hillers with a second by Director Cass to approve the allocation of up to \$75,000 of the 23-24 fiscal year CAP funds to the River Butte Project, giving the Executive**

Director signatory authority for the associated documents and resulting contracts passed unanimously.

JSWCD Annual Work Plans

Executive Director Smedstad shared that the two big changes were made from the previous Board meeting requests. The addition of a cover page as well as consistent CAP strategy was added to all AWP. **A motion by Director Niedermeyer with a second by Director Hillers to approve the 2024-2025 Annual Work Plan passed unanimously.**

Budget Resolution 24/06-114

Executive Director Smedstad stated that minor changes were made to the budget message as requested at the previous meeting. **A motion by Director Cass with a second by Director Hamann to approve Budget Resolution 24/06-114, to adopt the budget, make appropriation, impose the tax and categorize the tax passed unanimously.**

OWEB Small Grants

Director Niedermeyer stated that there were no applications turned in this period. Next application window is September 16th through September 30th.

OACD

Director Dean stated that OACD recently approved their budget. Overall, things have been going very well for OACD.

SWCC

Director Dean stated his term expires this month.

Agenda Build

Conservation Assistance Program

Complaint Resolution Policy

Watershed Friendly Steward

Health Insurance

Wildlife Habitat Conservation Management Program

Director Niedermeyer asked that documents with more than one page have page numbers.

The Board asked that the Board Packet be sent out earlier to ensure that members receive the packet in a timely manner.

The meeting adjourned at 5:58pm.

Public Input

Nothing to report.

The meeting was adjourned at 5:58 pm.

Respectfully submitted by: _____ Business Manager

Minutes approved as printed:

Stan Dean
Stan Dean (Aug 28, 2024 17:32 PDT)

Date 07/01/24

Approved as amended:

_____ Date _____






2024-06-12 Meeting Minutes for Signature

Final Audit Report

2024-08-29

Created:	2024-08-28
By:	Trevor Morris (trevor.morris@jswcd.org)
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-  Document created by Trevor Morris (trevor.morris@jswcd.org)
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