



Jackson Soil & Water Conservation District
89 Alder Street Central Point OR 97502
Telephone: 541-423-6159 Fax 541-727-7471
www.jswcd.org

MINUTES NOT FINAL UNTIL APPROVED

May 17th, 2023
Jackson Soil and Water Conservation District
(JSWCD)
Board Meeting

Directors, Associates

In attendance:

Stan Dean – Chair
Barbara Niedermeyer – Vice Chair
Frank Baratta – Director (Arrived 4:01)
Ron Hillers – Secretary/Treasurer
Pam Hillers – Associate Director
Katelyn Detweiler – Director
Gordon Jones – Director Emeritus
Nikki Webb-Smith - Director

Zoom:

Don Hamann – Director

Staff:

In attendance:

Jill Smedstad – Executive Director
Trevor Morris – Business Manager (Arrived 5:00pm)
Josh Bilbao – Agriculture Resource Conservationist
Kim Ingram – Office Assistant (Excused at 5:00pm)
Kora Mousseaux – Community Water Resource Conservationist

Zoom:

Meghan Montgomery – Forest Resource Conservationist
Paul DeMaggio – Soil & Water Conservation Engineer
Clint Nichols – Riparian Resource Conservationist

Guests:

In attendance:

Peter Winnick (Excused at 4:29)
Logos Charter SWAT Team and Instructors
Judy Jackson (Arrived at 5:41)
Brian Kleha (Arrived at 5:57)

Excused:

Jenna Sanford – Stewardship Monitoring Coordinator
Hannah Satein – Education and Outreach Coordinator

Director Dean called the meeting to order at 4:00 pm followed by the pledge of allegiance.

Director Niedermeyer asked to add a suggestion after the meeting minutes motion.

The Student Watershed Enhancement Team (SWAT) presented their work over the course of the 22-23 fiscal year. Kara Baylog and Chris Van ness introduced the program and the students. The students shared their projects, data, methods, and results.

The JSWCD Board and staff thank the team for their presentation.

Chris Van Ness talked about the Southern Oregon Regional Envirothon (SORE). Two students had competed and won the Oregon State Envirothon. The competition will be held in New Brunswick. JSWCD will support the Jackson County team with a \$2,000 donation to aid with travel costs.

A motion by Director Detweiler with a second by Director Hamann to approve the April 19th, 2023, meeting minutes passed unanimously.

Director Niedermeyer asked that acronyms used within the Board packet are added to the acronym list. Director Niedermeyer also asked that there is separation between the documents in the packet in order to keep the packet organized.

Jackson SWCD prohibits discrimination in its programs on the basis of race, color, national origin, gender, religion, age, disability, political beliefs, sexual orientation, and marital or familial status. (Not all prohibited bases apply to all programs.) Jackson SWCD is an equal opportunity employer.

Administrative Update

Executive Director Smedstad reported that the ODA Capacity Grant is ongoing and will be submitted prior to the May 31st deadline. The Biennial Work Plans (BWP) as well as the Conservation Incentive Program (CAP) funds are further along in the agenda and will be discussed in detail.

Director Dean mentioned that he and Jill are working together to get a memo out to the Board regarding the agenda items.

Director Niedermeyer questioned the CAP funds process going forward into FY 23-24. Jill stated that she would go into detail on that topic when we get to that portion of the agenda.

Jill also reported that there would be some slight changes to staff attendance at the Board Meetings. Staff would continue to report at the quarterly meetings when the quarterly reports are due, and select staff will present at meetings in between.

Community Water Resource Conservationist (CWRC) Presentation

Kora presented her Stormwater Management Rebate Program (SMRP). Kora has worked diligently to streamline the process not only for applicants but for staff as well. Through the 21-23 fiscal years, Kora funded the install of 25,860 gallons of rainwater storage system across 8 projects. She currently has almost 51,000 gallons worth of rainwater storage systems in ongoing projects. Kora currently has 13 projects waitlisted for the upcoming fiscal year. Several of the Board Members asked questions regarding the program.

Partnership Reports

Director Dean had nothing to report regarding the Rogue River Watershed Council (RRWC).

District Funds Advisory Group

No Update

Personnel Committee

Associate Director Hillers reported that herself, Jill and Trevor are attending a training towards the end of May that has a segment regarding performance evaluations. This may be helpful regarding processes in the future.

Legislative Update

Director Dean reported that the State Legislator has been tied up for weeks in stalemate. An economic forecast for state revenue was also released and looked a little better than what we have seen.

ODA SOW – Oregon Department of Agriculture, Scope of Work

Executive Director Smedstad reported that the ODA SOW is one part of our Biennial capacity grant that the District receives from ODA. She gave a brief overview of the capacity grant, the Scope of Work document, and associated documents/plans.

A motion by Director Hillers with a second by Director Baratta to delegate authority to the Executive Director to finalize and submit to ODA the JSWCD capacity grant and SOW and to give the Executive Director signatory authority for the 23-25 JSWCD capacity grant intergovernmental agreement (IGA) and all associated documents once approved by ODA passed unanimously.

Director Niedermeyer stated there were a couple of minor errors that would need to be fixed prior to submitting.

Biennial Work Plan (BWP)

Executive Director Smedstad gave an update on the BWP's. After feedback from the previous Board meeting, updates were made. She also stated that she would like to restructure BWP's but would like more time to develop a structure. She stated that this current version would be our 1-year plan, and a revised plan would be presented next fiscal year.

A motion by Director Hillers with a second by Director Webb-Smith to approve the enclosed work plan as a high-level guide for the work of JSWCD staff for the 23-24 fiscal year (FY) and request that the staff revise the work plan structure for the 24-25 FY passed unanimously. The Board had a brief discussion on the BWP's, their purpose, and their goals for this plan in the future. Director Dean gave an overview of previous Executive Director White's original plan. Overall, there was consensus on enhancing the workplans going forward.

Conservation Assistance Program (CAP)

Executive Director Smedstad gave an overview of the future of the CAP program. She stated that the CAP program keeps its original functions but with a slight change that involves establishing "pots" of money for each District program. This will help staff from competing against each other for District Funds. Each staff member would have a reserved number of monies that they can use for their individual programs, established by the Executive Director, and approved in the annual budget. The Board had many questions regarding the CAP. Director Dean reiterated that these are some slight tweaks and is not a total revamp of the District Funds Program. The Board agreed that the single line that stated 80-100% should be taken out at this time until more discussion can be had.

REPORTS

OWEB - Small Grant Team

Nothing to report.

OACD

Director Dean stated that Andrea Kleiner, the Executive Director for OACD, is thinking about doing a legislative tour in our area in September.


SWCC

Director Dean reported that was a handout in the packet that he would like the Board to read through.

Public Comment

None

The meeting was adjourned at 6:03pm

Respectfully submitted by:  Business Manager

Minutes approved as printed:



Date 6-21-23

Approved as amended:

_____ Date _____

