

**Marion Soil and Water Conservation District
BOARD MEETING
12/04/2019**

Location: Marion SWCD Conference Room
338 Hawthorne Ave. NE, Salem, OR 97301
Date: Wednesday, December 4, 2019
Time: 7:00 PM to 9:13 PM

Final DRAFT COPY
Recorder: Janice Calkins
Chair: Terry Hsu

ATTENDANCE:

| <u>DIRECTORS</u> | <u>ASSOCIATES</u> | <u>STAFF</u> | <u>GUESTS</u> |
|------------------|-------------------|-----------------|--|
| Walker, Scott | Hardy, Leland | Keppinger, Jane | Alexander, Catherine of Straub Outdoors |
| Hsu, Terry | Budeau, Dave | Calkins, Janice | Ries, Russ, of Jarrard, Seibert, Pollard & Co., LLC |
| Koch, Rochelle | Fields, Mark | | |
| Olson, Darin | | | |

1. CALL TO ORDER: Chairman Hsu called the meeting to order at 7:00 PM.

2. Auditor, Russell (Russ) Ries of Jarrard, Seibert, Pollard & Co., LLC

Ries addressed the Board and advised that the District's audit for fiscal year ending June 30, 2019 went very well. No findings, no issues found. Therefore, there was no need for a management letter or management control memorandum. He then provided a quick review of the report with explanations as to what was seen. Governments are required to present two sets of reports, he said. One based on a government wide accrual basis and the other, a traditional modified fund cash basis which considers all assets minus all liabilities to obtain the net dollars of the organization. He continued his overview, explaining the differences between the two reports.

Olson asked (based on the statements reviewed), then the District spent more than it had brought in? Ries replied, right. Actual revenues versus anticipated. Walker also responded saying, that is because the District had not yet received all its funds from tax revenues in 2019. His statement was confirmed. Hsu asked, saying he was just curious, had Ries' accounting firm had experience with auditing other SWCD's. Ries responded, that this year they were performing an audit for Polk Co. SWCD. Hsu then asked, how Polk SWCD stood in comparison to MSWCD? Did Polk SWCD have a net asset remaining or was that information confidential. Ries replied, that until the audit were approved and made public, he was not at liberty to say. Ries advised everyone, that approved governmental audits are available to the public on-line through the State of Oregon Audit Division's web site, and included were audits from 2018 dating back to the mid-1990's.

Walker asked how much the District had contributed this past year in the deferred compensation plan. Ries responded, \$17,594.00 for the 457 Retirement Plan. Walker questioned on page 21, footnote G: Tax Abatements - what does the Enterprise Zone (ORS 285C.175) figure represent? Ries responded, off-hand he could not recall. He did say that the information is acquired off a county report, and he would double check and get back to the District with an answer.

Ries reported that actual expenditures this past year were far below what was budgeted. He commended the District for its efficiency in book-keeping; the internal controls set, and for good documentation. He reminded the Board, that had any significant deficiencies been found, the accounting firm would be required to make a report and provide a letter of recommendation. Your report is clean, no deficiencies were found.

Olson thanked Jane Keppinger for getting the District through another audit.

3. Public Comment

Catherine Alexander, Straub Outdoors

Alexander addressed the Board and provided each member a personal invitation (literally) along with a verbal invite for each of them and Staff to attend Straub Outdoor's Winter Gathering on Wednesday, December 18, 2019 (hours: 5:30pm -7:30pm). The event is for Straub's board, their staff, volunteers, advisors and their community partners (like MSWCD). Feel free to come enjoy a great gathering, a hearty meal - and you are all welcome to bring some food along with you as well. We will provide a recap of 2019 during the event and give a sneak peek into what's in store for 2020! She thanked the Board for their time, then departed the meeting room.

4. Approval of Agenda

No changes requested.

5. Agency and/or SWCD Committee Reports

a. **NRCS Report** - Les Bachelor

None. (Bachelor was not present)

b. **Adhoc Building Committee** – Koch (Chair)

Koch deferred to Hsu. Hsu reported having spoken to **Aaron Terpening of the architectural firm CB Two**. Aaron is willing and happy to meet with the Board for a period of 1 to ½ hours to get the Board's perspective on what they want, and he will do so freely (free gratis). Hsu also reported he had spoken to Brent Stevenson of the Santiam Water Control District, who had pointed out some valid reasons as to why leasing a building is sometimes a preferable option over purchasing. Hsu suggested the Board take Mr. Terpening up on his offer to meet and discuss building options. Walker asked if the Board might schedule a special work session. Olson voiced that he would like Staff to meet with the Architect first and then follow up with the Board. Maybe hold the meetings on the same day, Hsu replied. Walker urged for a meeting to be held as soon as possible. Hsu asked if any others might share their thoughts. Lee, Dave, Mark? No response. Hsu indicated Terpening had provided a list of available dates, however he did not have the list with him. Terpening's schedule was flexible, Hsu recalled, should they wish to meet him one evening. In response to Koch's question, it was confirmed Terpening's office was situated in Salem. Hsu then asked Keppinger if she might coordinate a meeting. Walker suggested before Christmas. Keppinger responded it might be difficult to do due to Staff schedules and vacations. Walker suggested in January, before the Board meeting. Koch asked if 6 pm was okay? Walker and Hsu both responded 5:30pm would be better. Hsu asked Keppinger if she might ask Staff to stay around until 5:30 pm that day. She responded she could do that.

c. **Education Committee** – Walker (Chair)

Walker advised the Board that the Committee had voted to change its meeting days and time. Each meeting will now be held on the third Tuesday of the month, at 11:30am in the District office, he said.

I. **CLEAR Grant Application**

Walker then advised that the Education Committee recommends the Board approve funding a **CLEAR grant application** received from **Cascade Junior High School**, which will allow 120 or so, 6th grade students the opportunity to travel to the Santiam River to release small fry they have raised from eggs. It is a great educational program where they are learning about Salmon. Funds will be used in support of two substitute teachers and transportation costs.

II. **Existing Travel Policy** (Vs. Tasked to Develop Policy on Directors Attending District Sponsored Events)

Walker advised that the Committee held a lengthy conversation, however no action was taken. Basically, the Committee did not feel it should do what was asked of it, he said. Existing policy and procedures on Directors Travel were presented during the Committee meeting, and it was discussed how the policy relates to Directors/Associated Directors attending events and being reimbursed for entrance fees paid. Walker stated he agreed with the gentleman who attended the last Board meeting, that it is important for the Board to take time to review all current District policies including this one, (many of which he said were created back in 2005). It is not a fun task to take on, however,

it is important and foundational. Walker suggests a new Ad Hoc Committee be formed, unless the Admin Committee wants to take on the work of reviewing them. This would then free up the Director's time during each Board meeting.

DISCUSSION:

Koch asked, you don't think the Board's reviewing three policies each month will be sufficient? Walker responded, it will free up Board time, and it's a matter of who will do the work. Olson hoped the Admin Committee would make a review of current policies and then bring back to the board those that require updating. Hsu asked Keppinger how many policies the District had. Keppinger responded, when it come to operational perhaps thirty to forty, and most all come from statute. Koch and Hsu expressed surprise saying they thought perhaps there were 100 or even 100's. Policies clarify and give directions, Jane said, and added, in the past, draft policies have been created, were then reviewed and approved by an Attorney and then brought back to the Board for their review/approval. Walker indicated he thought resolutions were different and separate from policy. Keppinger replied they both enact an action and are therefore interchangeable. Technically, policies have been reviewed when an issue arises, she said. Hardy voiced that he felt it a waste of time for the Board to review policies that are not a problem. Somehow there needs to be a screening of what comes to the Board for decisions, he said. Hsu asked, can't Staff do that for us? Koch said she prefers the Board take on the review of three policies during each Board meeting, as was previously decided. It would be a good way of reaffirming/refreshing what current policies are. Olson indicated each Director should already have access to all the information. Keppinger agreed saying each Director had been provided hardcopies of all policies and they are located within their Director handbooks. All Directors were also provided flash drives, which have PDF files of all current policies downloaded there. **Walker indicated there were two initiatives One Director attendance at District sponsored events, and as the Education Committee suggests, to change the policy to read District "hosted" events versus (originally stated) "sponsored" events. Should the District pay for its Directors and Associate Directors to attend events?** It was found that actual policy already exists, under the heading "Director Travel" and that it simply needs to be updated and wording changed to be in alignment with how the Board voted recently. Hsu asked, who had highlighted the text/paragraphs of the Director Travel policy copies presented. Keppinger replied, Jenny Ammon had. Hsu said the Board had discussed this during the last or perhaps it was the previous meeting. Can't we simply go back to Staff and ask that they update the policy to read... Olson interrupted saying, but for what events are they allowed to have fees waived? If we are the main host okay, the fee can be waived. If we are the secondary host, then we should pay for the Director(s) to attend. Keppinger added if you attend an event and you do so in your official capacity – that is the key. (The District allows you free entry). There is a fine line to tread, she said, so not to have one's position be used to influence/receive benefits that would otherwise be denied the general public member. Which is a conflict of interest. If you go there to participate or are there in an official capacity to represent the District you can put your \$25.00 in and get reimbursed later, or you can have your fee waived. Hsu acknowledged what had been said, saying he somewhat agreed. Walker stated he was sorry he had brought the matter up, could we move on. Hsu agreed, let's move to the next agenda item.

d. Program Committee – Koch (Chair)

- I. Koch presented the Committee's suggested changes for a **revised Water Quality Concern Policy**. Olson felt the changes made were an improvement. It was asked if anyone wished to make a motion. **No motion made.**

DISCUSSION:

Walker reiterated that current (old) policy says if a landowner has water issues and he/she did not wish to address them by making appropriate changes, the District had an obligation to file a report to the DEQ and that the District would not assist them financially. Olson responded not necessarily, we may still wish to help the landowner, and the Board will make that decision. For example, Olson said

the landowner may have a water quality issue they choose not to address, yet they also have another issue (of some kind) for which the District can assist them with. Koch agreed, if we can help them with anything we should do so. She supported the idea of having the Board make the determination.

- II. Koch then presented a revised copy of the **Grant Limitation Policy** created by the Program Committee for the Board to review/approve.

DISCUSSION:

Walker had issue with the Cover Crop Program being included in the list of programs, saying it was only a Pilot Program and how it might not be continued. Olson asked Keppinger how the change in payouts each year might affect the budget. Keppinger provided an example saying, if the LAP budget was \$200,000.00 for the year, there would be no need to create a new line item. The Board could simply allocate a percentage of the \$200K for this. Olson then asked, and how would the district rank these applications? Keppinger suggests the same process used for LAP be applied. There was concern over if the District allows full payment in the first year, rather than increment payments over a period of years, soon all applicants will be asking for a lump sum payment up-front (at the start of the program). Several Board members felt the change could jeopardize the District being able to assist a larger number of people through funding, versus only a few. And that would not be satisfactory. Walker voiced his concern, that the document reads as if this new payout rule will affect all programs listed (CLEAR, LAP, ~~Cover Crop~~, SPG) not only the LAP. Olson desires that the Program Committee evaluate the policy changes further and come up with some sample scenarios/case studies that might arise and that they offer up solutions on how the District hypothetically might best handle them. First and foremost, Olson would like to be able to assist multiple landowners each year and treat each of them fairly. **Hsu agreed to return this matter into the hands of the Program Committee.**

Koch made mention that the next Program Committee Meeting would be held on December 18th at 9:00am.

6. Financial Report

Walker asked the Board to review the Financial Report that was before them, and afterwards they could address any questions that arose. Koch quickly questioned why he was presenting the information and not Keppinger (District Manager) Fields noted Keppinger was not present at the last Board meeting but was here now Olson asked Keppinger if she had anything to add. Keppinger stated the District received 98% of the Tax Revenue for last year (2018) and this was noted on Line 17. The District is now in the position she likes to see it in at this time each year, she said. She also advised that the County had made changes to its payment structure recently. In the past posts might be seen daily (if payment received) whereas now they accumulate payments received and post once a month.

MOTION:

Olson motioned for the Board to accept and approve the financial report as was submitted for period ending 11/30/2019. Motion 2nd by Hsu. There was no further discussion. **Motion passed 4-0 vote.**

7. Discussion Items

- a.) **Discuss/Review Hiring Architect (future office space concept)** – Chair Hsu
See Ad Hoc Building committee **5b** (above)

- b.) **Willamette Valley Council of Governments** (appoint representative) – Chair Hsu
Hsu advised the Board he was interested in being the representative for the District and having a seat on the Board with Willamette Valley Council of Governments. Olson suggested there might be others interested in the position and suggested the District consider appointing a new representative every two years. He also said, it was Hsu's prerogative to appoint himself now. Keppinger reminded everyone, that a commitment was needed. Hsu responded it was not a problem as the council typically meets only four times each year. Keppinger also added that technically the position falls to the Chair or an executive on the Board.

c.) **Manager Evaluation and 360 Review – Chair Hsu**

Hsu indicated that he still desired for the Board to create a list of the District Manager's strengths (positives) and weaknesses (negatives), saying that during the last meeting their guest had pushed the topic back. He also advised the group that he wished to work with an Attorney, and that he was seeking now their approval to hire one. Koch indicated if an Attorney was needed, she highly recommended it be a Labor Attorney. Olson felt a dollar limit/cap be established saying legal assistance is likely to run \$300.00 per hour. It was suggested by one: \$2,500.00, \$5,000 by another, and Hsu responded back that the last time an Attorney was needed it cost him about \$350.00. It was agreed \$2,500.00 to be a safe figure.

MOTION:

Olson motioned that the Board grant Hsu approval to hire an Attorney, placing a cap of \$2,500.00 for said services. Motion 2nd by Walker. There was no further discussion. **Motion passed 4-0 vote.**

DISCUSSION:

Hardy now asked what services an Attorney was being asked to provide? "How we (Board members) should make a list?" Hsu deferred to Keppinger, and she replied, we will be asking for guidance on establishing an evaluation process and procedures to follow, and to keep everything legal.

8. Action Items

a. **September 4, October 2, November 6, 14, 21 – 2019 Board meeting Minutes – Chair Hsu**

Walker (Secretary/Treasurer) asked to withdraw the minutes from November 14th and 21st so he could review them more thoroughly.

MOTION:

Olson motioned that the Board accept and approve the minutes as submitted for the September 4th, October 2nd and November 6th Board meetings. 2nd by Walker. **Motion passed 4-0 vote.**

b. **NRCS Conservation Plans** (if presented)

There were no plans to review/approve.

c. **Accept 2018-2019 Audit – Chair Hsu**

Olson motioned for the board to accept the audit for the 2018-2019 Fiscal Year ending June 30, 2019 as was presented by Russell (Russ) Ries of Jarrard, Seibert, Pollard & Company, LLC. Walker 2nd the motion. **Motion passed by 4-0 Vote.**

d. **Consideration/Action on Office Lease Proposals from Current Landlord** -Chair Hsu

MOTION:

Walker moved that the item be tabled, no further action needed. Olson motioned for the Board to ask for an extension on its lease. He then asked for a discussion. Koch agreed it only fair. Neither motion was 2nd.

DISCUSSION:

Hsu indicated the current landlord hopes to extend the lease. He also reminded everyone that Terry Hancock (guest Realtor/Speaker) had indicated there were many properties and buildings available on the market. Olson suggested the landlord be contacted and be requested to give the District more time to explore all its options. Walker indicated the take-a-way from the last meeting, was that the District should purchase and not lease. Koch asked if the District had an option to lease month to month. Olson felt until the Board can speak to an Architect, it is unknown if the costs will be too high or not. We need to justify all steps taken, he said. Walker suggested the contract be rejected, as a high rate is being paid currently. Hsu addressed Keppinger, we have two proposals: One to let this contract agreement simply fly by (no response), the second we request an extension on our lease. What do you think? Keppinger suggested the Board go back to the Landlord (Spike Bailey) and ask for more time – until February. This leaves the situation then in his lap. In February of 2021

new negotiations can be made with the current landlord. She expressed doubt, that the Board would be offered such a deal again.

MOTION:

Koch 2nd the motion made by Olson, to request an extension on the current lease until the February Board meeting is held. Walker suggests to simply turn down the offer, it won't preclude the Landlord from making a new offer at a future date. Olson added an extension would give the Board two additional Board meetings and time to speak with an Architect. Maybe work on some remodeling. It was stated, Bailey might still say no. A Vote was taken: **3- Aye, 1- Nay (Walker). Motion did not carry.** Hsu said, then we walk-away from the proposal.

e. Approve Revised Ag Water Quality Policy – Chair Hsu

MOTION:

Olson motioned for the Board to accept and approve the revised Ag Water Quality policy as submitted. 2nd by Koch. **Motion passed: 4-0.**

f. Approve Revised Grant Limitation Policy – Chair Hsu

MOTION:

Olson motioned to move the policy back to the Program Committee. Hsu said that was done. Let's go on with the agenda.

g. SWCD Annual Meeting-Speaker or Entertainment Selection Chair Hsu

Keppinger indicated that **Macleay Conference Center overbooked for the February 19th date**, and that Calkins (Staff) was trying to see what other options were available. January was out, and a couple of dates in March are now up for consideration. (Calkins left the meeting room to retrieve a list of dates Macleay still had available. Keppinger advised the Board that Staff hope to change the meeting up this year by not having violins as entertainment again, but instead have a guest speaker address the audience. It was suggested **Nellie McAdams of the Oregon Agricultural Land Trust**, speak on succession planning. Nellie is a great speaker, and she may be willing to speak for us for no fee, Keppinger added. Koch loved the idea and liked and supports succession planning – planning for the future. It also seems like an obligation we have as a District, to provide additional education during our meeting Koch said. She also hoped the District might change up the location, perhaps even consider holding it at the office and serving wine. Olson suggested a luncheon somewhere. March was tough for Koch. Calkins returned and advised the dates available at Macleay in March are Wednesday March 11, Wednesday, March 18, Thursday the 19th, Tuesday the 24th or Wednesday the 25th. Keppinger reminded everyone that the Native Plant sale was the 14th, therefore the week of the 11th wouldn't be the best choice, and Spring Break happens the week of the 24th **Olson suggested that Calkins find some other options and present them during the next meeting.** Hsu agreed.

h. CLEAR Grant – Cascade Junior High School – Buses for Field Trip for \$1,000 - Chair Hsu

MOTION:

Walker motioned for the Board to accept and approve the CLEAR Grant application received from Cascade Junior High School in the amount of \$1,000.00 as requested. 2nd by Olson. No further discussion. **Motion passed 4-0 Vote.**

i. Approve Letter of Support for ODA Weed Board Grant (Continuation of Ludwigia Project) – Chair Hsu

MOTION:

Walker motioned for the Board to accept and approve providing a letter of support for the Weed Board Grant. 2nd by Olson. No further discussion. **Motion passed 4-0 Vote.**

j. Approve Memo of Understanding (MOU) to Participate in Cooperative Weed Management Area – Chair Hsu

MOTION:

Olson motioned for the Board to accept and approve the Memo of Understanding to participate in the Cooperative Weed Management Area. 2nd by Koch. No further discussion. **Motion passed 4-0 Vote.**

k. **Landowner Assistance Program/Cover Crop Payment Requests** -Chair Hsu

LAP

MOTION:

Olson motioned for the Board to accept and approve all LAP requests as presented for payment (R&L Kuenzi; Lulay & Sons Farms, Inc.; Michael Henry; Blue Sky Farms, Inc.; Tasha Hays). 2nd by Hsu.

DISCUSSION:

Walker concerned about Lulay & Sons Farms Inc. Olson reminded Walker this was a LAP not a Cover Crop. Walker apologized saying he thought this a cover crop, his mistake, and rescinded his concern.

A vote was taken, and Motion passed 4-0 Vote.

Cover Crop Program: Dan & Jennifer Stadel; Ioka Farms, Inc.; Nelson Kuenzi.

MOTION:

Olson motioned for the Board to accept and approve all three Cover Crop requests submitted for payment (Dan & Jennifer Stadel; Ioka Farms, Inc.; Nelson Kuenzi). 2nd by Koch. There was no further discussion. **Motion passed 4-0 Vote.**

MOTION:

Walker motioned for the Board to accept the cancellation of LAP by Bill Hubbell. 2nd by Olson. There was no further discussion **Motion passed 4-0 Vote.**

l. **Adopt Policy on Workplace Discrimination, Harassment and Retaliation** (policy recommended by SDAO must be in place 1/01/2020) – Chair Hsu

Hsu commented he had read through the document, then asked, was this something that SDAO gave us recently? Keppinger responded yes, and it is based upon Senate Bill 479. Hsu indicated the information was hard to argue with and stated he was missing pages two and four. Other Directors also saw they were missing those same pages. Walker said about three years ago he helped to review such policy for the District and that questions pertaining to guns had never been fully answered or addressed. Keppinger responded, it was due to an individual who carried a concealed weapon, how laws had changed (pertaining to the second amendment. Keppinger added it encompasses all weapons, not only guns (knives, guns, thing held in one's pocket) and yes, this matter needed to be looked at fully and addressed again. She would like to have the subject be included in the discussion Terry Hsu will soon hold with an Attorney. It was decided by all, they will postpone the review/approval of said policy on Workplace Discrimination, Harassment and Retaliation until the next meeting (one to be held with an Architect), and when a complete document (all pages) can be reviewed. **Adoption of Policy tabled.**

m. **Review of Marion SWCD Current Policies** (at each meeting) – Chair Hsu

i. **Director/Associate Directors attending District Events for No Charge**

Koch said she understood Walker's concern over having to pay to attend at a recent Soil Workshop. She for one was in favor of supporting the Directors/Associate Directors and encouraging them to pursue additional education on matters pertinent to the District and its operations. She wondered why the Board couldn't provide a blanket approval, allowing Directors/Associate Directors to attend District events, and that there be a dollar allowance say up to \$50.00 to cover the expense. Walker reminded everyone, that the Board had recently granted approval for Directors/Associate Directors to attend SDAO trainings and had placed a spending cap of \$75.00 for fees charged, and how they had also approved entrance fee waivers for any District Sponsored Events (11/6/2019) for its Directors/Associates. He also brought to light, that existing Travel Policy for Directors state that the Board must pre-approve payment for any event a Director/Associate Director wishes to attend. **Hsu agreed, current policy should be changed to**

include the latest Board directives discussed, and to alter the wording to state no prior approval needed if fee amount is \$50.00 or less.

MOTION:

Walker motioned for the **Director Travel Policy** to be reviewed and adapted to new approved directives. There was no 2nd. **Olson indicated a motion was not needed, that Hsu simply needed to direct Staff to work to modify the policy to reflect the approvals made in the last few Board meetings.**

Keppinger said Staff could do so, but first she needed full clarity on directives. It was decided current policy could be redlined for items being deleted, with additions/changes inserted and highlighted as needed. Olson also suggested that a sub-committee then review/approve the changes made, and that the Committee then bring the information forward to the Board. Hardy said, it is far better that each Director/Associate Director pay any fees charged up-front, then request reimbursement from the District. Hsu responded, that was an interesting idea. **Hsu gave the directive for Staff to modify existing policy to adapt to include recent Board approvals and suggestions, to then hand it over to the Admin Committee for their review/approval, and that they (the Committee) will then submit the revised policy to the Board for final approval.**

ii. **Permanent Rate Limit Policy** – Chair Hsu

There was no discussion. No motions made. Policy stands.

iii. **Special Districts Insurance Services Policy** – Chair Hsu

There was no discussion. No motions made. Policy stands.

iv. **Marion SWCD Check Writing Policy** – Chair Hsu

Hsu and Olson addressed Keppinger asking if current policy worked for her, or did she feel changes were needed. Keppinger responded that currently policy allows her to write checks up to \$1,000.00, and Walker, as Secretary can sign checks up to \$3,000.00. She personally felt current policy worked well for now. There were no further discussions regarding check writing. No motions made. Policy Stands. Olson had made the statement it would be nice to review this policy along-side the policy for credit card use. Keppinger advised a separate financial policy exists, and she suggests the Board review it also. Hsu agreed, it would be nice to include in the next Board meeting.

n. **Move January Board Meeting** (Falls on January 1st, Holiday) – Chair Hsu

Hsu asked the Board if there were any objections to moving the next Board meeting date to January 8th, as the 1st of January was a holiday. Everyone present was fine with the change. **It was agreed, the next Board meeting will be held January 8, 2020.**

Olson asked for clarification, will the election for new officers be held in January? It was confirmed, yes.

o. **Agenda Items for January Board Meeting** – Chair Hsu

Keppinger indicated that NRCS would like to provide the Board Civil Rights training in January. Olson suggested they be asked to do so in February instead. (Review Financial policy, Director packets electronically, Answer on audit question (p.21 footnote G) (?).

9. **Board Member or Staff Reports/Meetings/Updates** – Directors/Staff

Keppinger advised that Josh Togstadt (Riparian Planner at Yamhill SWCD) was moving onto a new position and that the **CREP position would soon be open again.** She indicated that both MSWCD and Polk Co. SWCD had talked to Clackamas SWCD, and Clackamas has decided it will take on the responsibility for hiring someone within the position that will serve the three Districts or will add the responsibility onto an existing employee. They hope to hear back from OWEB by month's end, on whether OWEB will continue funding the position or not. It was then said the Tech position would cover Yamhill, Marion and Clackamas SWCDs and not Polk Co. SWCD, as "Polk" had pulled out. You are likely to see a new proposal come across to us, pertaining to the budget for the new fiscal year asking for support of that Technical (CREP) position.

Koch brought up the fact that she would prefer to receive **Board Packet information electronically**. Could all items be e-mailed the directors in the future, she asked. Keppinger indicated it might take several e-mails, based on large file sizes but it was doable. Keppinger advised it was a Board decision. Hsu stated he preferred the hard copy. **It was decided by Hsu they would address this item again, during the next Board meeting.**

MEETING WAS ADJOURNED BY CHAIR HSU AT 9:13 PM.

Minutes submitted by Janice Calkins, Office Coordinator. Handouts and audio available by request.

Next Regular Board Meeting:

January 8, 2020 beginning at 7:00 PM (1st being a Holiday)

Location:

Marion SWCD Multnomah Falls Conference Room
338 Hawthorne Ave NE, Salem, OR 97301

DRAFT

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