





## Marion Soil and Water Conservation District (MSWCD) Board of Directors Meeting Agenda Wednesday, February 8, 2023, 6:30 pm to 9:00 pm

HB2560 requires that all Oregon public meetings held by a governing body of a public body, excluding executive sessions, must provide to members of the public an opportunity to access and attend the meeting by telephone, video or other electronic or virtual means. This meeting will be offered in-person at our location in Stayton, OR, by video conference, and by telephone. Please inform the MSWCD if you would like to attend in-person (as space is limited), contact by phone, 503-391-9927 or visit [www.marionswcd.net](http://www.marionswcd.net) at least 24 hours in advance for assistance.

-  **Link to Video Conference:** [\(Zoom\) Meeting Link \(Click Here\)](#)
-  **Meeting Telephone Number:** 1-253-215-8782
- Meeting ID:** 819 2700 9605 | **Passcode:** 774626
- Staff Contact:** Brenda Sanchez, [brenda.sanchez@marionswcd.net](mailto:brenda.sanchez@marionswcd.net)

### Agenda **DRAFT**

**6:30 PM Start, Chair:** Call Meeting to Order, Roll Call, and Agenda Changes

Meet Kassi Roosth-New Urban Conservationist  
SDIS Insurance Invoice

Item #	Topic	Presenter	Purpose	Time
1	Public Comment	Public	Feedback	5 min.
2	District Snapshot	Sanchez	Report	5 min.
3	Treasurers Report Ending November 30, 2022	Budeau	Review Action	10 min.
4	USDA Services Report	Les Bachelor	Report	20 min.
5	Review of January 11, 2023, Meeting Minutes	Budeau	Review Action	5 min.
6	Appoint Budget Officer	Olson	Procedure	10 min.
	a. Review 2023-24 Budget Process and Calendar	Sanchez	Review	10 min.
	b. Confirm Budget Work Session Date	Sanchez		5 min.
7	Pesticide Stewardship Partnership 2023 to 2025 Grant Due 3/1/23	Sanchez	Review Action	10 min.

8	Administrative Committee	Sanchez		
	a. Updated Organizational Structure and Job Descriptions		Review Action	10 min.
	b. Conservation Planner – Soil and Croplands ready to Recruit		Review Action	10 min.
	c. Personnel Policy Handbook		Update	5 min.
9	Education Committee			
	a. Salmon Watch Report	Walker	Report	10 min.
10	Conservation Assistance Grants (CAG-FKA LAP)			
	a. January 5, 2023, CAG Applications	Sanchez	Review Action	5 min.
	b. Cancellations Requests	Sanchez	Review Action	5 min.
	<b>Meeting Adjournment</b>	Chair Olson		

### Agenda Brief

Item #	Brief	Action/ Purpose
7	The Pesticide Stewardship grant is due March 1, 2023. The District has been implementing the PSP sampling at 5 sites in the Pudding River Watershed. Grant funding is to continue the Partnership for 2 more years.	Approve that the Sanchez submit the PSP grant to request funding for two more years.
8a & b	Provided is the updated organizational structure chart along with all the District Job descriptions. All job descriptions but the Conservation Planner – Soil and Croplands positions are approved existing positions with minor updates to language and moved into the new format. The CP-Soil-Cropland position description is for review.	Approve the updates to existing job descriptions and approve the CP-Soil-Cropland position be posted for hire.
8 c	Update on where we are in the Personnel Policy Handbook	Informational



Marion Soil and Water Conservation District complies with the American with Disabilities Act (ADA) and does not discriminate based on race, color, national origin, gender, religion, age, disability, political beliefs, sexual orientation, and marital or family status. If special physical, language, or other accommodations are needed for this meeting, please advise the District Manager at 503-391-9927 as soon as possible, and at least 48 hours in advance of the meeting.