

# Partnership for the Umpqua Rivers

## MONTHLY MEETING MINUTES

**Date** February 21, 2012

**Place** ODFW Conference Room, 4192 N. Umpqua Highway, Roseburg

### **CALL TO ORDER:**

The PUR president, Darin McMichael, called the meeting to order at 9:02 a.m.

### **INTRODUCTION AND ROLL CALL:**

There were 25 people in attendance. There was a quorum of Directors present.

### **DIRECTORS AND ALTERNATES:**

<b>Agriculture &amp; Livestock</b>	<b>Present</b>	<b>Absent</b>	<b>Alternate</b>	<b>Present</b>	<b>Absent</b>
Jan Tetreault	X		M.A. Hansen		X
Stanley Petrowski		X	Dianne Phillips	X	
Paul Heberling	X		<sup>1</sup> Huebner <sup>2</sup> Swingley		X

<b>Timber, Aggregate, Construction &amp; Mining</b>	<b>Present</b>	<b>Absent</b>	<b>Alternate</b>	<b>Present</b>	<b>Absent</b>
Darin McMichael (President)	X		Dave Russel		X
Mark Kincaid	X		Jake Gibbs		X
Dave Archambault		X	Carol Whipple		X
Mike Flewelling	X		Bill Rice		X

<b>Fishing, Recreation &amp; Conservation</b>	<b>Present</b>	<b>Absent</b>	<b>Alternate</b>	<b>Present</b>	<b>Absent</b>
Mike Brochu	X		<sup>1</sup> Yingst <sup>2</sup> Frankenstein		X
David Parker	X		Claude Sterling		X
Craig Burns	X		Pending		X
Ken Ferguson		X	Dale Greeley		X

<b>Cities, Special Districts &amp; Public Utilities</b>	<b>Present</b>	<b>Absent</b>	<b>Alternate</b>	<b>Present</b>	<b>Absent</b>
			Richard Chasm	X	
Blair Nash	X		Pending		
Rich Grost		X	Pending		

<b>County</b>	<b>Present</b>	<b>Absent</b>	<b>Alternate</b>	<b>Present</b>	<b>Absent</b>
Tom Manton		X	Nathan Reed		X

<b>Tribes</b>	<b>Present</b>	<b>Absent</b>	<b>Alternate</b>	<b>Present</b>	<b>Absent</b>
Heather Bartlett	X		John Schaefer		X

<b>Members at Large</b>	<b>Present</b>	<b>Absent</b>	<b>Alternate</b>	<b>Present</b>	<b>Absent</b>
Pending			Janice Green		X

### **OTHERS PRESENT:**

Robert Nichols  
Gilaine Wright  
Rhonda Black

Donna Fouts  
Bridget Looby  
Laura Smith

Alan Bunce  
Debbie Thornton  
Tim Walters

Chris Roe  
Matt Ruwaldt

Jake Winn  
Mike Rooney

**APPROVAL OF MINUTES:** The minutes and staff reports from the December 20, 2011 & the January 17, 2012 meeting were approved.

**GENERAL DISCUSSION AND PUBLIC INPUT:**

- Richard Chasm announced that the Umpqua Watershed Banquet was being held on February 25, 2012 and there were still tickets available if anyone was interested in going.
- The question was raised; did anyone know how the Derby fundraiser turned out? How much money was raised? The answer was no, the total had not yet been calculated and announced.
- Mike Brochu announced that 25,000 winter steelhead had been released and thanked PUR for the invasive species presentation that was given.

**PRESIDENT'S REPORT:** Darin McMichael

- Darin let everyone know that Eric Riley has been in Thailand on Army Business and would be back in the office on Thursday, February 23<sup>rd</sup>
- Darin reported that things have been quiet but he did attend the Derby dinner, had a good time.
- He also was able to attend the nomination committee meeting, which he would be reporting on later during this meeting.

**TREASURER'S REPORT:** Eric Geyer

- Eric Geyer was absent; Debbie Thornton gave the following financial report.
- Treasurers Report:
 

Bank Account	\$57,390.76
Outstanding Bills	\$7,288.37
Unrestricted Funds	\$168,855.24
Funds Requested	\$82,584.56

**STAFF REPORT: January 11, 2012 – February 15, 2012**

- Eric Riley, Executive Director:
  - Went to Thailand
- Debbie Thornton, Fiscal and Data Manager:
  - Attended PUR Board Meeting
  - Worked with Gilaine to process fund requests
  - Working on fund requests for final reports
  - Attended staff meeting to re-group before Eric left
  - Attended nominations committee meeting
  - Attended Derby banquet
- Terry Burleson, Planner:
  - Looked at a stream bank erosion site on the Paradise Creek Ranch with Bill Arsenault.
  - Monitored project sites in South County: Poole, West Fork Canyon, Martin, and Manzanita creeks.
  - Worked on project coordination and planning with Eric and Matt.
  - Conducted Bridget's annual review. She is doing an excellent job and her work ethic and output is more than PUR could have ever hoped for.
  - Co-led the TAC meeting at ODFW. Topics were 1) lamprey considerations during project development and 2) purpose of the TAC.
  - Met with ODFW staff to talk about work on private lands in Rock Creek.
  - Met with Amy to talk about upcoming grant work.
  - Attended staff meeting before Eric's departure to Thailand.
  - Attended the Derby dinner.
  - Met with South River BLM staff about future work in Myrtle Creek and Deadman Creek.
  - Coordinated a two-part Wolf Creek Meeting. The morning focus was monitoring and the afternoon focus was restoration.
  - Met with Thomas McGregor and Bridget Winkles of Phoenix School to coordinate with Bridget Ayers Looby on teaching water quality to crew students.
- Sandy Lyon, Monitoring Coordinator:
  - Working away on Monitoring Report

- Helping Bridget learn water quality monitoring equipment for teaching Phoenix School kids
- Attended meeting with Theo Dryer in Corvallis. Received lots of help in planning our HABs monitoring this summer
- Met with Steve Hanson for help with data analysis
- Attended DEQ Water Quality Monitoring Summit at DEQ headquarters in Hillsboro. Got a tour of their laboratory
- Attended Jefferson Fish Society Meeting
- Attended Hydrologists Breakfast – fascinating presentation about Roseburg's potable water system
- Matt Ruwaldt, Wetland Project Manager:
  - Attended the PUR board meeting
  - Attended the PUR TAC meeting
  - Submitted changes to our R&E grants
  - Spoke in favor of our projects at the R&E Board meeting in Salem with Dan Jenkins
  - Called in to the PUR staff meeting to discuss work plans while Eric is gone
  - Worked with PUR staff on figuring out the Master Watershed Steward's field trip locations
  - Worked on final reports for WFSR and Lower Umpqua Estuary and Associated Tribs grants
  - Worked on permits for several projects
  - Worked with Terry to develop work plans and priorities
- Bridget Ayers Looby, AmeriCorps Member:
  - Received training from Sandy about water quality monitoring and equipment.
  - Collaborated with Master Watershed Stewards instructors to solidify field trip sites, booked buses, explored service project possibilities for class participants.
  - Met with Bridgette Winkels to solidify water quality monitoring lesson plan with Phoenix school.
  - Attended grant writing training at UCAN.
  - Volunteered during Homeless Day count at Roseburg VA.
  - Facilitated two water trails of the Umpqua meetings, met with inventory team separately to continue to develop map and inventory reaches.
  - Facilitated introductory class and first week of Master Watershed Stewards class, including field day at Hatfield ranch & Deer Creek.
  - Met with Phoenix students to discuss potential service projects through MWS course.
  - Began collaborating with Tracy Pope regarding potential construction of a rain garden within Roseburg city parks.
  - Met with Denny Weston regarding water quality monitoring between Phoenix/BLM/PUR.
  - Created invasive species display, presented display at Canyonville Steelhead release day to 80 Rose and Green Elementary students.
- Kris Lyon, Technical and Monitoring Associate
  - Working on upcoming changes to our website. Now is the time to send me any exciting ideas you might want incorporated

### **INDEPENDENT CONTRACTOR REPORT: January 11, 2012 – February 15, 2012**

- Nancy Geyer, Education and Outreach Consultant
  - Planning and implementing the Master Watershed Stewards training;
  - Helping Terry B. with AmeriCorps responsibilities.
- Ann Kercher, Culvert Inventory Specialist
  - Site visit with Kevin Saylor to Paradise Creek Ranch to assess stream bank erosion.
- Amy Pinson Dumm, Grant Writer:
  - Researched grant opportunities; summarized those that fit PUR's objectives and discussed opportunities with PUR staff.
  - Continued to update timeline listing deadlines for potential grants.
  - Met with Terry at PUR office and discussed upcoming grants and project funding needs.
  - Started work on a proposal to OWEB seeking Technical Assistance in SF Deer Cr. under Terry's direction.
  - Started taking Master Watershed Stewardship classes on my own time.

**UNFINISHED BUSINESS:**

- Darin reported on the nominations committee meeting that happened in January.

**Summary:**

The group met for a total of almost 2 hours. We reviewed extensively the current board bylaws, reviewed the nominations committee's recommendations from the October meeting and reached consensus on the following revised recommendations.

1) Each current and newly elected board member should review the bylaws as they relate to the appointment, election, terms, vacancies, removal, and alternates of the board. Upon review it was evident that the organization is not currently following all of the bylaws and should endeavor to do so from this point forward.

Specifically, and for example, the Directors themselves appoint an alternate and second alternate if they desire. If a director resigns or terms out, so does their alternates. The Category group, or Caucus as we are calling them in this document, is responsible for determining the new board member, and then the board member appoints his or her alternates.

For other ways the board can improve adherence to the bylaws please see or talk to Eric, Darin, Paul or any other board member or staff present at this meeting.

2) (The committee reviewed this action and decided that it would be a worthwhile process but should be done independently of this year's election cycle.) The board should select an ad-hoc committee consisting of 1 representative of each category group on the board to meet and reach consensus on specific criteria for membership in each of the 7 categories. Eric Riley should attend these meetings but would not have a vote. ~~This should be decided and presented by the December board meeting.~~

**Recommended Procedure for Category groups:**

- Each category group should select a representative to present elections info to the nominations chair and convene discussion of their respective groups.
- Nominations committee chair will contact those folks to remind them of positions up for appointment early in the year.
- Prior to the May board meeting of every year, each category or caucus will determine by consensus of the group (voting members should be of the PUR membership in good standing) and present those recommendations to the nominations chair for appointment.
- Nominations chair presents recommendations to the Board and board approves appointments.

**Nominations chair responsibilities:**

Report early each year and as needed positions to be filled by category groups.

Remind, urge, beg

Report category group nominations to the board for final approval at the May meeting or as needed.

**Definition of Member and Board Member in good standing:**

Dues Paid.

Attendance at least 6 meetings a year.

- There was a lengthy discussion regarding these recommendations. Some of the concerns were; maintaining the interests of all stakeholders on the PUR board, who qualifies to be in a category, not limiting the scope of a category to the detriment of the board as a whole, getting new members on the board, new members feeling the board was an "old boys club", directors and alternates swapping back and forth and new members not getting a chance to be on the board.
- Blair Nash made a motion that the caucuses would be formed and would make decisions on who to nominate for the May meeting. Richard Chasm seconded the motion and the motion passed.
- The categories then chose their representative; Paul Heberling was chosen to represent Agriculture and Livestock, Dave Parker is representing Fishing, Recreation & Conservation. Blair Nash will represent Cities, Special Dist & Public Utilities. And Dave Russel will represent Timber, Aggregate, Construction & Mining.

**NEW BUSINESS:**

- It was brought before the board that the Umpqua Watersheds Banquet is being held on February 25<sup>th</sup> and did the board want to purchase a table? The Tables sold for \$200.00 each and seat 8 people. PUR has purchased a table in the past. Mark Kincaid made a motion that PUR purchase 1 table and Dave Parker seconded. The motion passed.

**PRESENTATION(S):**

- Tim Walters from ODFW gave an update on what projects they are currently working on and how they tie into what PUR is working on.
- He started by thanking PUR and sharing how much they appreciate the working relationship ODFW have with PUR.
- Tim also introduced their newest employee Jason to the PUR board.
- Some of the major project they are currently working on include; the Rock Creek Fish Ladder which is scheduled to be completed by April/May 2012, Soda Springs Ladder which should be completed about Nov 2012, Steamboat Ladder improvements.
- The Coast Wide Multi Species Conservation Plan, part of which will look at the impact of individual basin decisions effects to coast line as a whole.
- ODFW is currently accepting and working on angling regulation proposals that have been submitted.
- They are also working on a Lamprey ramp at the Winchester Dam.

**COMMITTEE REPORTS:**

- Technical Advisory Committee (TAC): Eric Riley – was absent to due Army duties, so Darin reported that there was a TAC meeting and it was well attended.
- Finance Committee: Debbie Thornton – NTR.
- Nominations Committee: Amy Amoroso (Transitional Nomination Committee Chair) –The finding from January's meeting was discussed and motion made during "unfinished business" portion of meeting.
- Education Committee: Nancy Geyer – Nancy was not in attendance, therefore Bridget reported that the Master Watershed classes have begun and are going really well. They ended up with a full class.
- Water Trails Steering Committee: Bridget announced that the program is moving along although all the players involved are extremely busy and therefore it is at times hard to make noticeable progress; she also stated there would be another meeting on March 20<sup>th</sup> @ 6:30pm at the Douglas County Library.

**ITEMS FOR NEXT MEETING AGENDA:**

- Jake Winn requested a few minutes at the next meeting to introduce the BLM's new District Manager.

**UPCOMING MEETING ANNOUNCEMENTS:**

- NTR

**NEXT MEETING:** Tuesday, March 20<sup>th</sup> at 9:00am.

- We will be meeting at the ODFW Conference Room, 4192 N. Umpqua Highway, Roseburg
- **ADJOURN** The meeting was adjourned at 11:24 a.m.

/S/ Gilaine Wright  
Interim PUR Secretary