

Partnership for the Umpqua Rivers

MONTHLY MEETING MINUTES

Date January 21, 2014

Place ODFW Conference Room 4192 N. Umpqua Highway, Roseburg

CALL TO ORDER:

The PUR Board President, Paul Heberling called the meeting to order at 9:03 A.M.

INTRODUCTION AND ROLL CALL:

There were 31 people in attendance. There was a quorum of Directors present.

DIRECTORS AND ALTERNATES:

Agriculture & Livestock	Present	Absent	Alternate	Present	Absent
Walt Gayner	X		Vacant		
Cindy Haws	X		Stanley Petrowski	X	
Paul Heberling (President)	X		Stan Huebner		X

Timber, Aggregate, Construction & Mining	Present	Absent	Alternate	Present	Absent
Darin McMichael	X		Bryan Nelson		X
Dave Russel		X	Aaron Aasen	X	
Dave Archambault		X	Vacant		X
Kelly Guido	X		Mike Flewelling		X

Fishing, Recreation & Conservation	Present	Absent	Alternate	Present	Absent
Mike Brochu	X		Dave Grosjaques		X
Ann Chamberlain	X		David Parker	X	
Alan Bunce	X		Richard Chasm	X	
Dale Greenley	X		Ken Ferguson		X

Cities, Special Districts & Public Utilities	Present	Absent	Alternate	Present	Absent
Deborah Yates	X		Rhonda Black		X
Sean Negherbon		X	Blair Nash		X
Rich Grost		X	Ken Carloni		X

County	Present	Absent	Alternate	Present	Absent
Joe Laurance		X	Tom Manton	X	

Tribes	Present	Absent	Alternate	Present	Absent
John Schaefer		X	Heather Bartlett	X	

Members at Large	Present	Absent	Alternate	Present	Absent
M.A. Hansen		X	Diane Phillips		X

OTHERS PRESENT:

Donna Fouts	Debbie Thornton	Gilaine Wright	Eric Riley	Sandy Lyon
Greg Orton	Joe Carnes	Dave Swartzlander	Jason Wilcox	Cory Sipher
Natasha Bjornsen	Richard Brown	Matt Ruwaldt	John Colby	Richard Brown

APPROVAL OF MINUTES:

- The minutes and staff reports from the Dec 17th, 2013 were approved; Walt Gayner made a motion to pass the minutes, Stan Petrowski 2nd the motion. The motion passed.

GENERAL DISCUSSION AND PUBLIC INPUT:

- Richard Chasm gave a quick update of the LNG pipeline.

PRESIDENT'S REPORT: Paul Heberling

- Paul said he attended the strategic planning committee meeting as well as the finance committee meeting.

TREASURER'S REPORT: Eric Geyer

- Debbie Thornton gave report.
- Treasurers Report:

Bank Account	\$56,675.67
Outstanding Bills	\$472.72
Cash on Hand	\$56,202.95
Unrestricted Funds	\$15,854.67
Funds Requested	\$28,318.67

STAFF REPORT: December 12, 2013 – January 16, 2014

- Eric Riley, Executive Director:
 - Attended PUR board meeting
 - Met with Executive Committee twice
 - Met with Kelly Coates of CCBUTI and Terry to discuss grant proposals
 - Hosted a meeting for the OWEB Regional Review Team to discuss OCT Grant Proposals
 - Took some time off with my family for the Christmas and New Year's Holidays
 - Assisted Terry in project development in the Myrtle Creek and Days Creek watersheds
 - Worked with Staff on Strategic Plan Review/Update
 - Hosted 2nd Strategic Planning Mtg. with Committee members
 - Worked with Staff on grant timeline and proposal development
 - Attended OWEB Streamlining workshop in Salem
 - Met with Terry and Douglas County to discuss future project opportunities
 - Attended Ford Institute Leadership Program Session 4
 - Network of Oregon Watershed Councils Executive Committee conference call
 - Hosted Finance Committee Meeting
 - Contracting and grant review
- Debbie Thornton & Gilaine Wright, Fiscal and Data Manager:
 - Attended PUR board meeting
 - Prepared more fund requests
 - Paid bills
 - Prepared payroll
 - Worked on Small Grant Team documents
- Terry Burlison, Senior Project Manager/Hydrologist:
 - Submitted a grant to ODFW R&E for Rock Creek 2014.
 - Attended OWEB review team meeting at O.C. Brown Park and the Hatfield Ranch.
 - Met with Eric and Kelly Coates to talk about projects in the North Umpqua.
 - Looked at a bad culvert at the Rocking C Ranch.
 - Took a BLM hydrologist to look at new and old project sites in Days and St. Johns creeks.
 - Worked with Sandy to develop a grant to fund long term effectiveness monitoring in Days Creek, as well as to fund livestock exclusion and off channel stock water development.
 - Met in the field with PUR's engineer, Don Porior, to look at fish passage issues at three sites in South County.
 - Wrote a nomination for Fisheries Team of the Year for unnamed biologists.
 - Met with Eric and the Douglas County roads engineer to talk about PUR's use of county right of way.
 - Made more appointments to continue outreach in Myrtle Creek.
 - Continued updating the grant writing list for PUR projects.

- Sandy Lyon, Monitoring Coordinator:
 - Grant writing with Terry for Blue Sky Grant
 - Wrote and submitted PUR Fish Passage 2007 OWEB Monitoring Report
 - Staff meetings
 - Attended Staff Strategic Planning Meeting
 - Attended Council Meeting
 - Presented and attended OWEB Review Team presentation and tour

- Joe Carnes
 - Did regular weekly monitoring runs, one was postponed a week due to weather
 - Attended RRT Deer Creek visit (OWEB Review Team presentation)
 - Acquired parts for and constructed max flow stream gauges
 - Spent 2 days working on UBFAT, in the Cavitt Creek area and the Brads Creek area
 - Installed a Stream gauge in lower Brush Creek
 - Gathered Materials for riparian restoration work, washed company vehicles
 - Willow cutting in the Days Creek area for riparian restoration
 - UAV(Unmanned Arial vehicle) review/ test flight and meeting for further knowledge
 - Prepared willow fascines for riparian restoration
 - Worked on PUR newsletter/ helped Nancy
 - Spent two days implementing riparian restoration in Bilger Creek (helping Ann Kercher)
 - Transported a port-a-potty to and from a project site (for Ann Kercher)

- Matt Ruwaldt, Coastal Project Manager:
 - Attended the OWEB RRT meeting
 - Attended a Tide Gate meeting
 - Worked on final reports
 - Submitted a WWRI grant for Camp Creek Phase II
 - Did initial recon on Fitzpatrick and Sawyer Creeks
 - Began working on a RAC grant for Fitzpatrick and Sawyer Creeks

INDEPENDENT CONTRACTOR REPORT: December 12, 2013 – January 16, 2014

- Nancy Geyer, Education and Outreach Consultant
 - Worked on the newsletter
 - Began working on winter and spring Education and Outreach projects

- Ann Kercher, Culvert Inventory Specialist
 - Clover Creek Trib Project: Conducted site visit with Terry and Lee Sandberg to review completed project work.
 - Meet with Jerry Creek Project to discuss project options
 - Willow cutting for riparian plantings
 - Riparian Planting at: Bilger Creek and Clover Creek (w/ Glide HS Students)

- Amy Pinson Dumm, Grant Writer:
 - Researched information about grant opportunities coming up this winter and spring
 - Met with PUR staff to discuss winter/spring grant writing needs
 - Reviewed text for Blue Sky grant application for Terry and Sandy
 - Started text for Coos Bay RAC applications for Matt

STAFF UPDATES:

- Eric R. – The staff has been very busy getting new grant proposals ready and working on final reports.
- Eric R. – The Derby Banquet is coming up soon and if you are interesting in attending please let Debbie know.
- Eric R. – There was an article in the News Review about PUR.

UNFINISHED BUSINESS:

- The Formosa Mine presentation is still on hold.
- Earth Day donation decision has been held over until next month. There does need to be volunteers to run the booth.

NEW BUSINESS:

- NTR

PRESENTATION(S): 2013 Accomplishments Presentation

- PUR Staff will give the Board on update on accomplishments for 2013.

COMMITTEE REPORTS:

- Technical Advisory Committee (TAC): Terry Burleson
 - There will be a TAC meeting soon, but will be more to address specific issues than broad TAC issues.
- Finance Committee: Walt Gayner
 - There will another meeting soon.
 - There will be recommendation made to the board after the next meeting.
 - Planning on recommending that \$125,000 be considered operating capital and \$45,000 be marked as true reserve.
- Nominations Committee: Darin McMichael
 - NTR, will be quite for a while.
- Education Committee: Nancy Geyer
 - NTR
- Monitoring Committee: Sandy Lyon
 - NTR
- Strategic Planning Committee: Paul Heberling
 - The committee did decide that the plan is needed.
 - The staff has given their input on the current plan, what was done and what wasn't and why.
 - There was discussion on doing the plan In-House VS hiring a private consultant.
 - The time requirement on staff for doing the plan was discussed.
 - Eric R. spoke with Dan about the cost for him to update the plan and self-assessment, \$2,800 was his quote.
 - Committee needs to meet again and prepare their recommendations for the board.
 - Next month we will go over the current plan during the board meeting.

ITEMS FOR NEXT MEETING AGENDA:

- Working session to go over current Strategic Plan.

UPCOMING MEETING ANNOUNCEMENTS:

- Event: OWEB Jan Board Meeting January 28-29.
- Event: Oregon Chapter of the American Fisheries Meeting February 25-28 in Eugene.

NEXT MEETING: Tuesday, February 18th, 2014

- We will be meeting at the ODFW Conference Room, 4192 N. Umpqua Highway, Roseburg

ADJOURN:

- The meeting was adjourned at 11:38 A.M.

/S/ Gilaine Wright/Eric Riley
PUR Secretaries