

# Partnership for the Umpqua Rivers

## MONTHLY MEETING MINUTES

**Date** October 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 9:07 A.M.

**INTRODUCTION AND ROLL CALL:**

There were 25 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		Chuck Schnautz		X

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

Jack Riley  
Donna Fouts  
Fabian Carr

Eric Riley  
Tedd Huffman

Gilaine Wright  
Cory Sipher

Joe Carnes  
Kelly Coates

Terry Burleson  
Marnie Keller

**APPROVAL OF MINUTES:**

- The minutes and staff reports from the September 16<sup>th</sup>, 2014 were approved; Walt Gaynor made a motion to pass the minutes, Kelly Guido 2<sup>nd</sup> the motion. The motion passed.

**GENERAL DISCUSSION AND PUBLIC INPUT:**

- Richard Chasm gave an update on the pipeline. Draft not released, postponed until after the election. When EIS is released there will be 90 days to comment.

**PRESIDENT'S REPORT:** Paul Heberling

- Paul talked about the Umpqua Fisherman's Association fall fish release.

**TREASURER'S REPORT:** Eric Geyer

- Gilaine Wright gave report.
- Treasurers Report:
 

Bank Account	\$174,538.99
Outstanding Bills	\$478.63
Cash on Hand	\$174,060.36
Funds Requested	\$58,802.56

**STAFF REPORT: September 11, 2014 – October 16, 2014**

- Eric Riley, Executive Director:
  - Attended PUR board meeting
  - Implemented Jerry Crk Restoration Project
  - Was invited and attended a Roseburg BLM tour with John Moore who is the National Fisheries Program Manager and was out from DC to tour Oregon
  - Participated in the Network Oregon Watershed Council's Executive Committee Mtg.
  - Facilitated a couple of staff meetings
  - Had a PUR Executive Committee Meeting
  - Met with Gary Groth at Douglas Co. to discuss McKenzie River Trust's acquisition grant application for the Scholfield Wetland Project
  - Completed update of the PUR 5 Year Plan
  - Worked on Executive Director Work plan items
  - Met with Matt, Rhonda Black from USWCD and Donna Fouts the CREP Technician to discuss future project work in the Upper Umpqua Watershed (TA application being submitted)
  - Field Design in Camp Creek with Matt, Coos BLM and ODFW for future project work (Restoration Application being submitted)
  - Met with Jason Robison, CCBUTI Natural Resources Director and Tim Vredenberg, CCBUTI Forest Manager to discuss future partnership opportunities
  - Spent 4 days of implementing Camp Creek helicopter log placement
  - **OWEB GRANT APPLICATIONS** (PUR is submitting 6 applications: 2 Restoration, 2 Technical Assistance, 1 Monitoring and 1 Education/Outreach)
- Debbie Thornton & Gilaine Wright, Fiscal and Data Manager:
  - Attended PUR board meeting
  - Prepared more fund requests
  - Paid bills
  - Prepared payroll
  - Worked with finance committee on new budget format
- Terry Burleson, Senior Project Manager/Hydrologist:
  - Walked upper Olalla Creek with BLM fisheries staff to assess the area for restoration potential.
  - Communicated with ODFW R&E Coordinator about future grant submissions.
  - Worked to complete two OWEB grants.
  - Worked with PUR staff and partners to develop the grant applications.
- Sandy Lyon, Monitoring Coordinator:
  - OWEB Monitoring Application
  - Coordinated Monitoring runs
  - PSP Training and Monitoring Run
  - Attended meeting at Yoncalla HS for Salmon Schools project

- Joe Carnes
  - Did regular weekly monitoring runs and data entry
  - PSP Training and Monitoring Run
  - PSP monitoring runs
  - Attended meeting at Yoncalla HS for Salmon Schools project
  - Assisted with Camp Creek Helicopter project
  - OWEB Monitoring Application
- Matt Ruwaldt, Coastal Project Manager:
  - Attended the PUR board meeting
  - Met with Douglas County and MRT staff to discuss the Scholfield wetlands acquisition
  - Spoke with the GRWB STEP group to update them on our Camp Creek project
  - Wrote contracts, cut logs, day-lighted sites, moved logs, and placed logs with a helicopter at Camp Creek and Sagabeard Creek.
  - Located access sites for Camp Creek III
  - Continued writing two OWEB grants

#### **INDEPENDENT CONTRACTOR REPORT: September 11, 2014 – October 16, 2014**

- Nancy Geyer, Education and Outreach Consultant
  - Hosted the Umpqua Basin Cleanup;
  - Writing an OWEB grant for Fish Eggs to Fry; and
  - Working on the Salmon Schools project with Yoncalla High School.
- Ann Kercher, Culvert Inventory Specialist
  - Nothing to report
- Amy Pinson-Dumm, Grant Writer
  - Worked on final reports for R&E and OWEB.
  - Worked on OWEB applications with PUR staff.

#### **STAFF UPDATES:**

- Eric R. – \$647K in OWEB grants summited yesterday!!
- Eric R. – Sandy and Debbie are both off today.
- Eric R. – Matt R. in the field today.

#### **UNFINISHED BUSINESS: Strategic Plan**

- Eric R. said he would send out a doodle for members to get together and finish assigning the tasks under each objective. After that the Strategic Plan would be complete.
- Cindy Haws stated that she didn't feel like the objectives in the plan are complete and she would not be willing to approve it. Cindy said she thinks that there needs to be an objective added to address staff and board policies regarding ethics, and ethical behavior. Cindy expressed concern over staff and board ethics, particularly staff.
- Ken Carloni said that he thought that conversations regarding ethics should be a policies and procedures meeting. The strategic plan tells us what we are to get done, where the policies and procedures manual would tell us how we get things done. Ken suggested that an objective be added to the strategic plan with regard to addressing PUR's need for a policies and procedures manual.
- Walt Gaynor suggested that we get a meeting together to discuss creating a policy and procedure manual and acknowledged that, that would be a long process and we don't want to hold up the strategic plan.

#### **NEW BUSINESS:**

- The policy and procedure conversation was added to new business.
- Eric R. – said he would work on trying to locate the previous policies and procedure work done by Stan V.
- Eric R. – Shared the 5 year plan binder and explained how it's used to help staff plan.
- Cindy Haws – brought the conversation back to the policies regarding approving a new director. Her caucus is made up of 3 people, 2 were willing to approve the suggested new director, and Cindy was not. The other 2 members thought that is was just a majority decision, Cindy felt it needed to be a unanimous decision. After some discussion as to why she was unwilling to approve the nominated person, she admitted her reluctance was because she feels strongly that Douglas County as a whole needs more women on boards.
- Eric R. – said that there is not a written policy with regard to caucus voting, and if it needs to be unanimous or majority. This discussion should be added to the policy and procedure meeting.

#### **PRESENTATION(S): 2014 Project Review:**

This month Eric shared some pictures and videos from work completed this past summer. This was intended to be interesting and informative (less technical) presentation.

**COMMITTEE REPORTS:**

- Technical Advisory Committee (TAC): Terry Burleson
  - NTR
  
- Finance Committee: Walt Gayner
  - Walt handed out spreadsheet and explained what everyone was looking at. Asked if there was any questions.
  
- Nominations Committee: Darin McMichael
  - NTR
  
- Education Committee: Nancy Geyer
  - NTR
  
- Monitoring Committee: Sandy Lyon
  - NTR
  
- Strategic Planning Committee: Paul Heberling
  - Doodle to go out.

**ITEMS FOR NEXT MEETING AGENDA:**

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**UPCOMING MEETING ANNOUNCEMENTS:**

- Deborah Yates announced that December 5<sup>th</sup> is the Umpqua Soil and Water Annual Meeting.

**NEXT MEETING:** Tuesday, November 18<sup>th</sup>, 2014

- ODFW Conference Room, 4192 N. Umpqua Highway, Roseburg

**ADJOURN:**

- The meeting was adjourned at 11:40 A.M.

/S/ Gilaine Wright/Eric Riley  
PUR Secretaries