

Partnership for the Umpqua Rivers

MONTHLY MEETING MINUTES

Date December 16, 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 9:05 A.M.

INTRODUCTION AND ROLL CALL:

There were 35 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
Bryan Nelson			Darin McMichael	X	
Dave Russel		X	Aaron Aasen	X	
Chris Strunk	X		Vacant		X
Kelly Guido	X		Mike Flewelling		X

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

Matt Ruwaldt	Eric Riley	John Colby	Tedd Huffman	Debbie Thornton
Donna Fouts	Nick Scheidt	Rich Grost	Leonard Houston	Lois Houston
Sam Moyer	Gilaine Wright	Joe Carnes	Eric Himmelreich	Bob Nichols
Jason Dunham	Laura Jackson	Tim Walters		

APPROVAL OF MINUTES:

- The minutes and staff reports from the November 18th, 2014 were approved; M.A. Hansen made a motion to pass the minutes, Dave Grosjacques 2nd the motion.
- Alan Bunce clarified what he had said about the Board workshop, community café.
- Cindy Haws asked why the TAC Committee needed to be reestablished.
- Richard Chasm spoke about good faith and that policies established should be used to move forward based on good faith.
- Walt Gayner was concerned that our previous minutes mentioned ethical concerns and he wanted the current minutes to reflect that no issues were found.
- Cindy Haws wasn't willing to say that. She had just wanted to focus not on the past problems but how to avoid problems in the future.
- Richard Chasm felt that it was not a discussion to be had in an open meeting.
- Paul suggested that the ethical discussion be held at an executive session to be held at a later date.
- Minutes were approved with the note that an executive session to resolve ethical concerns will be held.

GENERAL DISCUSSION AND PUBLIC INPUT:

- Richard Chasm gave an update on the pipeline. Draft has been released. There will be a review timeline extension.
- Cindy Haws would like to know the WC's stance on this issue. M.A. Hansen agreed that PUR needs to take a stance. Stan P. reminded everyone that PUR choose not to take a formal position during Amy A. tenure as President.
- David Grosjacques gave an UFA update, brood stock Coho catch @ Galesville update: 1300+

PRESIDENT'S REPORT: Paul Heberling

- Paul attended a Strategic Planning and an Executive Committee Meeting.

TREASURER'S REPORT: Eric Geyer

- Debbie Thornton gave report.
- Treasurers Report:

Bank Account	\$43,353.56
Outstanding Bills	\$45,081.85
Cash on Hand	\$(1,728.29)
 Funds Requested	 \$241,930.23

STAFF REPORT: November 13, 2014 – December 11, 2014

- Eric Riley, Executive Director:
 - Attended PUR Board Meeting
 - Attended the Fall Gathering in Redmond (NOWC/OACD Conference)
 - Submitted a grant application to The Ford Family Foundation
 - Reviewed and signed OWEB grant agreements
 - Worked on Executive Director Workplan tasks
 1. Strategic Plan
 2. Relocation Analysis
 3. PUR Workplan
 - Staff Analysis
 - Workload Analysis
 - Staff meetings
 - Worked on updating strategic plan based on Committee guidance
 - Executive Committee Meeting
 - Participated in a two day OWEB pre-proposal development workshop
 - Attended the PUR Staff Christmas Party
 - Attended a Rock Creek planning meeting
- Debbie Thornton & Gilaine Wright, Fiscal and Data Manager:
 - Attended PUR board meeting
 - Prepared more fund requests

- Paid bills
- Prepared payroll
- Worked on extensions & finance info for final reports
- Terry Burleson, Senior Project Manager/Hydrologist:
 - Submitted a final report to OWEB for the Rock Creek 2014 project work.
 - Worked on three other OWEB final reports and two R&E final reports.
 - Set up appointments to visit new landowners in Myrtle Creek who have stream bank erosion issues.
 - Worked with partners on five year planning exercises to establish priorities and timelines.
 - Went with a BLM fisheries biologist to scope future project work on West Fork Canyon, Stouts, and St. Johns creeks. All are good candidates for additional work on BLM lands and new work on private lands.
 - Coordinated a meeting for the Rock Creek planning team and held the meeting at the RockEd building. More folks should utilize this beautiful, unique building.
 - Attended the Douglas Soil and Water Conservation District annual meeting and was recognized by the conservation award winner (Doug Baily) as one of many local specialists that helped him realize his CREP project. He also showed a short video of a Coho, seen in the CREP project area.
- Sandy Lyon, Monitoring Coordinator:
 - Completed and submitted OWEB Monitoring Application
 - Worked on Monitoring Reports for OWEB and DEQ
- Joe Carnes
 - Did regular weekly monitoring runs and data entry
 - Took all office recycling to be recycled
 - Network/Computer Maintenance/Setup
 - Attended PUR board meeting
 - Attended Staff meetings
 - Assisted Elk Creek WC with E.coli study (Training)
 - Setup and used new EXO 2 Sonde
 - Assisted with monitoring report
- Matt Ruwaldt, Coastal Project Manager:
 - Attended the Umpqua SWCD annual meeting
 - Attended a Tidegate Working Group meeting
 - Attended the PUR Christmas meeting
 - Revised a BBN grant for Camp Creek
 - Submitted a grant for Scholfield Creek Tidal Wetlands with NFWF
 - Worked on final reports and monitoring reports for OWEB

INDEPENDENT CONTRACTOR REPORT: November 13, 2014 – December 11, 2014

- Nancy Geyer, Education and Outreach Consultant
 - The PUR newsletter
 - Staff Christmas Party coordination
 - General administrative tasks (meetings, e-mails etc.)
- Ann Kercher, Culvert Inventory Specialist
 - Nothing to report
- Amy Pinson-Dumm, Grant Writer
 - Worked with Matt on a grant application to NFWF Environmental Solutions for Communities.
 - Researched upcoming grant opportunities.

STAFF UPDATES:

- Eric R. – Attended a training in Salem on time management, he felt he learned a lot.
- Eric R. – OWEB asked him to participate in revamping the regular grant application process. They are looking at having a pre-proposal process. It was an honor to be invited as PUR was the only grantee asked to participate.

UNFINISHED BUSINESS: PSP Update

- Joe Carnes – Joe gave a PSP update. We gathered samples from 5 locations, 4 separate times and sent them to a lab to be tested for pesticides. We have not gotten any results back yet.

NEW BUSINESS:

- Eric R. – The new policy and procedure committee: He would like to see a new chair identified soon. Ken Carloni has expressed interest in being the chair and he suggested that we follow up on this. Ken was not in attendance so the decision was tabled.
- Eric R. – We need the board to approve the current policy and procedures manual. OWEB requires a Board approved manual for Council Capacity Eligibility Criteria. The manual can be updated at any time as we continue to develop/update policies and procedures, but OWEB needs a current approved copy by January 20th.
- Stan Petrowski – Made a motion to approve current policies and procedures manual.
- John Shaffer – 2nd the motion.
- **The motion passed.**
- Leonard Houston – The Beaver Conference is February 18-20 in Canyonville. Leonard showed a video of one of the nuisance beavers he relocated this fall. He then asked that the PUR board sponsor the conference.
- Cindy Haws made a motion that PUR donate \$2000 to the Beaver conference. Dave G. 2nd the motion. There was some discussion on how much money that would leave for PUR to donate to other organizations. Cindy amended her motion to \$1500 be donated to the Beaver Conference, M.A. Hansen 2nd the motion to amend. The motion to amend passed, the motion to donate \$1500 to the Beaver Conference Passed.
- Paul H. – Paul had sent an email out to the directors regarding a staff Christmas bonus. There were a couple of directors opposed so Paul felt the issue should be dropped.
- M.A. Hansen – M.A. wasn't comfortable not discussing the bonus issue further, Richard C, agreed that the issue should be discussed. Stan P., Cindy H., Dave G., and Allan B. all spoke. The staff was asked to leave the meeting so the directors could finish the discussion without the staff present. The Board decided on awarding each staff member a \$150.00 bonus.
- Tim Walters – Tim from ODFW announced that the Governor's proposed budget has been released. There is still formal process it will go through before it becomes finalized but the big news for PUR is that the "Western Oregon Stream Restoration Program" will not be funded under the proposed budget.

PRESENTATION(S): Jason Dunham, Supervisory Aquatic Ecologist, USGS:

- Jason gave the board an excellent presentation on Pacific Lamprey in the Umpqua Basin.

COMMITTEE REPORTS:

- Technical Advisory Committee (TAC): Terry Burleson
 - NTR
- Finance Committee: Walt Gayner
 - Meeting scheduled for January 14th at 2:00pm
- Nominations Committee: Darin McMichael
 - NTR
- Education Committee: Nancy Geyer
 - NTR
- Monitoring Committee: Sandy Lyon
 - NTR
- Strategic Planning Committee: Paul Heberling
 - Meeting needs to be scheduled. Doodle to go out after Christmas.

NEXT MEETING: Tuesday, January 20th, 2015

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

ADJOURN:

- The meeting was adjourned at 12:10 P.M.

/S/ Gilaine Wright/Eric Riley
PUR Secretaries