

Partnership for the Umpqua Rivers

MONTHLY MEETING MINUTES

Date April 21, 2015

Place ODFW Conference Room 4192 N. Umpqua Highway, Roseburg

CALL TO ORDER:

The PUR Board President, Paul Heberling called the meeting to order at 9:10 A.M.

INTRODUCTION AND ROLL CALL:

There were 24 people in attendance. There was **not** 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	
Karen Roberson	X		Paul Heberling (President)	X	

Timber, Aggregate, Construction & Mining	Present	Absent	Alternate	Present	Absent
Bryan Nelson		X	Darin McMichael	X	
Dave Russel		X	Aaron Aasen		X
Chris Strunk		X	Dave Archambault		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	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		Thomas McGregor		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
Sandy Lyon
Kelly Coates

Eric Riley
Gilaine Wright

Eric Geyer
Eric Himmelreich

Dave Swartzlander
Sam Moyers

Rich Grost
Evan Leonetti

APPROVAL OF MINUTES:

- The minutes and staff reports from the March 17th, 2015 meeting were **not** approved; there was not a quorum.

GENERAL DISCUSSION AND PUBLIC INPUT:

- M.A. Hansen gave an Earth Day update. The booth went great! Thanks to all the volunteers!

PRESIDENT'S REPORT: Paul Heberling

- Paul thanked everyone for helping at the Earth Day booth. Thanks to Nancy G. for helping with the fish release. DC Livestock association dinner. Gave a mini macro invertebrates training. Really excited about the Macro training that is happening soon.

TREASURER'S REPORT: Eric Geyer

- Eric Geyer gave report.
- Treasurers Report:

Bank Account	\$65,053.53
Outstanding Bills	\$174.18
Cash on Hand	\$64,879.35
Funds Requested	\$139,962.43

STAFF REPORT: March 12, 2015 – April 12, 2015

- Eric Riley, Executive Director:
 - Attended PUR Board Meeting
 - Attended two day CREP training in Eugene
 - Met w/ Terry and Ron Steiner from Plum Creek Timber to coordinate future project work in West Fork Cow Creek
 - Worked with Rock Creek project team on project video
 - Attended a one day OWEB Board Meeting in Salem to discuss the FIP program
 - Took monitoring photos in South Fork Deer Creek
 - Worked with partners to provide technical advice and letters of support for collaborative projects (West Fork Cow Creek and Big Creek-SRWC)
 - Coordinated grant writing for April OWEB RFP
 - Worked with Gilaine and Debbie to finalize fiscal staff transition
 - Conference call w/ Medford BLM to discuss funding and project design for future West Fork Cow Creek projects
 - Coordinated with The Ford Family Foundation and Glaser and Associates to coordinate staff training
 - Attended a two day Effective Communications training in Eugene
 - Coordinated and hosted an Executive Committee Meeting
 - Attended the Umpqua Basin Beaver Working Group quarterly meeting
 - Worked on Staff Summer 2015 work/project schedule
 - Prepared for and hosted a Finance Committee Meeting
 - Meet with Eric Himmelreich to discuss ODFW availability and summer work plan
 - Met with Education and Outreach and Grant Writer contractors to review and update contracts
 - Met with Matt and Brian Jenkins (SRWC) to discuss collaboration opportunities on the Smith River WC Big Creek project
 - Met with Sandy, Joe and Jeff McEnroe to finalize Effectiveness Monitoring parameters for the Rice Creek Restoration Project
 - OWEB GRANT WRITING AND REVIEW
- Gilaine Wright, Fiscal Manager:
 - Prepared more fund requests
 - Paid bills
 - Prepared payroll
 - Moved offices
 - Attended PUR board meeting
 - Attended Outlook training
 - Worked on PUR budget
 - Attended PUR finance committee meeting
 - Worked on small grants

- Terry Burleson, Senior Project Manager/Hydrologist:
 - Wrote OWEB grant applications for project work in Rice Creek and Rock Creek.
 - Worked with PUR's monitoring program to develop an effectiveness monitoring project to track success from the Rice Creek project.
 - Met with BLM and ODFW staff about outreach and monitoring video work in Rock Creek.
 - Looked at dams on Canyon Creek while scoping for project work in West Fork Canyon Creek. ODFW identified a large dip net resting in the fish ladder of one of the dams. OSP was notified.
 - Worked with PUR engineer to scope bridge sites and bridges for the Rice Creek project.
 - Sent Debbie off to retirement☺. She will be missed, but left us with the well-trained and highly competent Gilaine.
 - Met with BLM to discuss strategy for federal mitigation funds.
 - Talked to BLM management about the upcoming RAC. The structure is changing significantly and it looks like applications will be evaluated by a regional team, not a local team.

- Sandy Lyon, Monitoring Coordinator:
 - Attended PUR Board Meeting
 - Attended staff meetings
 - Meet with Elk Creek Watershed Council
 - Completed and submitted DEQ HABs 319 Report
 - Wrote OWEB Effectiveness Monitoring Grant with Joe

- Joe Carnes
 - Did regular weekly monitoring runs and data entry
 - Worked with Sandy to complete DEQ HABs 319 Report
 - Worked with Sandy to Write/Create Work plan/Work Plan Timeline/Budget for OWEB Effectiveness Monitoring Grant
 - Setup our New SPOT's (GPS Safety devices)
 - Created Charts for OWEB Grant Report (Still in progress)
 - Conducted two PSP Monitoring Run
 - Retirement party for Debbie
 - Moved Offices (interoffice)
 - Attended a training on HAB's
 - Cleaned/ organized office, took out recycling
 - Setup new computer for Eric (Debbie's old computer)

- Matt Ruwaldt, Coastal Project Manager:
 - Submitted a grant pre-proposal for Camp Creek Phase 4
 - Worked on an OWEB grant for Camp Creek Phase 4
 - Helped Brian Jenkins, SRWC, with his OWEB grant
 - Marked trees with BLM staff for Lutsinger/Sawyer/Fitzpatrick Creeks
 - Met with landowners and caretakers on Mehl Creek
 - Attended the PUR staff meeting and board meeting
 - Sent Debbie off at her retirement party
 - Took a week off to entertain my father and sister for a week on their visit from the Midwest

INDEPENDENT CONTRACTOR REPORT: March 12, 2015 – April 12, 2015

- Nancy Geyer, Education and Outreach Consultant
 - Fish Eggs to Fry set up in classrooms
 - The PUR Newsletter
 - The UFA Fish Release Educational programs
 - Contract review

- Amy Pinson-Dumm, Grant Writer
 - Researched grant opportunities and sent information to staff on upcoming applications.
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 - The PUR Newsletter
 - Contract review
 - Researched grant opportunities and sent information to staff on upcoming applications.

STAFF UPDATES:

- Eric R.
 - He will be in Salem to attend the OWEB Board meeting.
 - Staff submitted 3 grants to OWEB, 734K worth.
 - Staff worked extremely hard on the grants this go around.

- Sandy L.
 - Put in a grant application in conjunction with a restoration project, it's an effectiveness monitoring project. She is very excited about the possibility.

UNFINISHED BUSINESS: Strategic Plan Approval

- Director change, Deborah Yates has resigned. Rhonda who was her alternate has expressed interest. The caucus needs to make the decision and report back to the board.

NEW BUSINESS: PUR 5 Year Plan Binder:

- Eric explained and reviewed the PUR strategic work plan. He will continue to share it with the board 2 times a year.

PRESENTATION(S): Kelly Coates from the Cow Creek Band of Umpqua Tribe of Indians:

- Kelly gave a presentation on lamprey identification techniques and provided the Board with an update on the Tribe's Lamprey presence work in the Umpqua.

COMMITTEE REPORTS:

- Technical Advisory Committee (TAC):
 - NTR
- Finance Committee: Walt Gayner
 - Walt provided the board a hand out of the notes from the Finance committee meeting.
- Nominations Committee: Darin McMichael
 - Darin reminded everyone that there will be new directors needed in June, so please be thinking about who your caucus wants to nominate.
 - Don't forget to fill your alternate position if it is not currently filled.
 - Deborah Yates has stepped down, her alternate Rhonda Black is interested in position.
 - M.A. has been nominated for At Large position
 - Secretary/ treasurer positions are voted on at annual meeting.

- Education Committee: Nancy Geyer
 - Launched Fish Eggs to Fry

- Monitoring Committee: Sandy Lyon
 - NTR

- Policy and Procedure: Ken Carloni
 - Ken would really like to see some of this done electronically so that everyone who wants to be involved can be.
 - Stan P. thinks this is a good idea.
 - Paul H. thinks the committee should meet in person to decide what the focus is then can do some work through email.
 - Darin has some concerns about email process.
 - Walt thinks face to face is important.
 - Alan thinks email is the way to go.
 - Ken has made some initial changes to the bi-laws as a starting point. He will email out what he has done and would like to receive some feedback to get the process going.
 - Walt would really like to see a face to face meeting scheduled.

Announcements:

- Landowners United party fund raiser at Blackbird. April 25th.

NEXT MEETING: Tuesday, April 21st, 2015

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

ADJOURN:

- The meeting was adjourned at 12:16 P.M.

/S/ Gilaine Wright/Eric Riley
PUR Secretaries