

Partnership for the Umpqua Rivers

MONTHLY MEETING MINUTES

Date May 27, 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 30 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
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	Gilaine Wright	Eric Riley	Eric Geyer	Daniel Newberry
John Colby	Sandy Lyon	Eric Himmelreich	Nancy Geyer	Chris Strunk
Joe Carnes	Matt Ruwaldt	Dave Swartzlander		

APPROVAL OF MINUTES:

- The minutes and staff reports from the April 15th, 2014 were approved; Ann Chamberlain made a motion to pass the minutes, Darin McMichael 2nd the motion. The motion passed.

GENERAL DISCUSSION AND PUBLIC INPUT:

- NTR

PRESIDENT'S REPORT: Paul Heberling

- Paul said the executive committee is continuing to work on Eric R. evaluation, and he attended the Scholfield Creek tour that Matt R. lined up.

TREASURER'S REPORT: Eric Geyer

- Eric Geyer gave report.
- Treasurers Report:

Bank Account	\$118,168.21
Outstanding Bills	\$3,392.49
Cash on Hand	\$114,775.72
Funds Requested	\$44,840.19

STAFF REPORT: April 10, 2014 – May 22, 2014

- Eric Riley, Executive Director:
 - Attended PUR board meeting
 - Worked with staff to complete, review and submit April 2014 OWEB Grants
 - Attended Terry's 2014 Restoration Coordination meeting
 - Coordinated with BLM partners for 2014 permitting
 - Participated in the Network of Oregon Watershed Council's Quarterly Board Meeting
 - Completed Meyer Memorial Trust Interim Report
 - Attended OWEB Board Meeting in Bandon
 - Taught and participated in Umpqua Fisherman's Association Education Day and fish release
 - Co-Hosted a watershed restoration poster at the Society of American Foresters Conference in Canyonville
 - Worked with Terry and Ann to design project in Jerry Creek
 - Worked with Matt to complete and submit Draft USFWS Coastal Grant
 - Helped Matt facilitate two tours for the USFWS Coastal Grant
 - Met with the Executive Committee
 - Met with Mike Crawford, Medford BLM, to discuss future work in Cow Creek Watershed.
 - Met with Ann and Heidi Kincaid to go over UBFAT model and culvert scoring
 - Attended Interagency Lamprey meeting
 - Worked with Daniel Newberry on strategic planning
 - Spoke at the May DTO Breakfast
 - Held two staff meetings
 - Hosted first Umpqua Basin Focused Investment Meeting
 - Worked with staff to complete, review and submit 2014 Derby Grants
 - Began developing contracts for 2014 work
 - Met with Matt and Terry to update the 5-year planning binder
 - Met with Terry and Contractor, Denise Hoffert-Hay to discuss Myrtle Creek Dam project
- Debbie Thornton & Gilaine Wright, Fiscal and Data Manager:
 - Attended PUR board meeting
 - Prepared more fund requests
 - Paid bills
 - Prepared payroll
 - Prepared budget for BLM agreement
- Terry Burluson, Senior Project Manager/Hydrologist:
 - Completed OWEB grant writing.
 - Held coordination meetings for summer 2014 project work.
 - Worked with ODFW to assess access and designs for Brush Creek 2014 project work.
 - Completed grant applications for the Umpqua Fisheries Enhancement Derby.

- Sandy Lyon, Monitoring Coordinator:
 - On vacation
- Joe Carnes
 - Did regular weekly monitoring runs and data entry
 - Created photo pages for OWEB Grants
 - Created Schematics for OWEB Grants
 - Maintenance/Repair on the server
 - Office Tech Support
 - OWEB finalization, printing, collating, stapling
 - Attended 3 day Connect conference (Watershed Councils and SWCD Attended)
 - Met with Nancy about Education and Outreach
 - Provided training on equipment to staff
 - Prepared equipment for the start of the HAB's monitoring season (Summer)
 - Created photo pages for the Umpqua Fisheries Enhancement Derby grants
 - Completed grant application for the Umpqua Fisheries Enhancement Derby
- Matt Ruwaldt, Coastal Project Manager:
 - OWEB Grants
 - Derby Grants
 - USFWS Coastal Grant and tours
 - Worked with project partners to finalize 2014 project materials, permit information and layout requirements
 - Five year planning with Terry and Eric

INDEPENDENT CONTRACTOR REPORT: April 10, 2014 – May 22, 2014

- Nancy Geyer, Education and Outreach Consultant
 - Co-implementing Fish Eggs to Fry with Amy Pinson-Dumm;
 - Writing an Umpqua Fishery Enhancement Derby Grant; and
 - Meeting with PUR staff, partners and community members about E/O-related activities.
- Ann Kercher, Culvert Inventory Specialist
 - Rice Creek TA development
 - Derby Grants
- Amy Pinson-Dumm, Grant Writer
 - Worked with Eric, Terry and Matt on Derby Grants
 - Worked w/ Nancy on Fish Eggs to Fry project

STAFF UPDATES:

- Eric Riley – Thanks to the staff, they applied for 7 Derby Grants.
- Eric Riley – We are out of grant writing for about a month while we write contracts to get the summer work scheduled.
- Eric Riley – There was a focused investment meeting with agency partners and other partners. Meeting went really well, there will be another one in June.
- Eric Riley – He will not be at the next meeting, he will be out of town for two weeks for his military duty.
- Eric Riley – The annual meeting held in July will be in Reedsport at the Discovery Center.
- Nancy Geyer – Needs help with a few field trips.
- Sandy Lyon – Got back from vacation in Florida, had a wonderful time.
- Matt Ruwaldt – Thanks for adjusting the board meeting schedule for the tour last week.

UNFINISHED BUSINESS: Strategic Plan

- Daniel Newberry will go over the self-assessment today during the board meeting.
- The strategic plan will be ready in August not July.

NEW BUSINESS:

- NTR

PRESENTATION(S): Strategic Planning Self-Assessment

This month Daniel Newberry, Newberry Watershed Consulting, presented the results of the PUR Self-Assessment as part of our strategic planning process. Daniel reviewed the results and work with the Board to facilitate understanding and collect suggestions for the Strategic Planning Working Group to consider throughout the process.

COMMITTEE REPORTS:

- Technical Advisory Committee (TAC): Terry Burleson
 - NTR

- Finance Committee: Walt Gayner
 - Budget prep currently happening to be presented to board at June meeting.

- Nominations Committee: Darin McMichael
 - No plans to have a meeting.
 - 6 new directors are needed in June.

- Education Committee: Nancy Geyer
 - NTR

- Monitoring Committee: Sandy Lyon
 - NTR

- Strategic Planning Committee: Paul Heberling
 - Presentation today, meeting to be held at PUR office in June.

ITEMS FOR NEXT MEETING AGENDA:

-

UPCOMING MEETING ANNOUNCEMENTS:

-

NEXT MEETING: Tuesday, June 17th, 2014

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

ADJOURN:

- The meeting was adjourned at 10:50 A.M.

/S/ Gilaine Wright/Eric Riley
PUR Secretaries