

**CASCADIA CONSERVATION DISTRICT  
REGULAR DISTRICT MEETING**

**Join Zoom Meeting:** <https://zoom.us/j/93108631706>

**Meeting ID:** 931 0863 1706

**14 N Mission St.**

**Wenatchee, WA 98801**

**Friday, November 20, 2020**

**1:30 p.m.**

MEMBERS PRESENT: Josh Koempel, Chair; Junell Wentz, Vice Chair; Amy Bridges, Member; Dillon Miller, Auditor; and Jim Bartelme, Member.

OTHERS PRESENT: Mike Baden, WSCC; Chris Wright, NRCS; Kimi Matsushima, DOE; and the following District staff: Peggy Entzel, Valerie Hampton, Ryan Williams, Patrick Haggerty and Nada Wentz. All attendees were present via Zoom Meeting / conference call.

Junell Wentz, Vice Chair, called the meeting to order at 1:40 p.m.

**Consent Agenda:**

Approve the Minutes of the October 16<sup>th</sup>, 2020 Regular District Meeting, approve the Treasurer's Report, and authorize payment of bills.

M/S/C Jim moved and Dillon seconded to approve the Consent Agenda. (Unanimous)

**NATURAL RESOURCES CONSERVATION SERVICE – Chris Wright**

NRCS offices are in USDA's Phase 3 of the COVID-19 Pandemic. Producers are allowed to make appointments with staff but meetings will be conducted outside in the parking lot or in the field. Some NRCS staff are working from home. The Forest Service building remains locked to the public.

Today is the deadline for the 2021 Environmental Quality Incentives Program (EQIP) applications, including new EQIP applications in Chelan County, the Conservation Stewardship (CSP) projects for orchards in Chelan and the many Conservation Reserve Program (CRP) projects in Douglas County. Help is available for folks in Okanogan and Douglas counties that suffered damage from the fires last summer. There are some potential task orders for cultural resources that NRCS would like to have the District's assistance with. Chris will let Peggy know more details later.

**WASHINGTON STATE CONSERVATION COMMISSION (WSCC) REPORT – Mike Baden**

Mike added to the information about the District task orders with NRCS. The Commission is working with NRCS but it may be next year before the allocations are known. There is more funding in the pot for CRP task orders.

It is not likely that there will be a legislative special session this year. The budget is looking better than was anticipated earlier this fall, provided this round of COVID closures is only a bump in the road budget-wise. The Commission is hopeful and will keep the districts informed of any changes.

A state-wide election meeting is planned for this Saturday. District elections and election options will be discussed. The results of this meeting will be taken to the December 3 Commission meeting for

decisions. The Commission is encouraging all districts to be very clear about mail in or poll site election procedures and information to the public.

The Washington Association of Conservation Districts (WACD) Annual meeting is the week after Thanksgiving. Supervisors will have the opportunity to elect a person to represent districts on the Conservation Commission. Five Supervisor Training modules were developed and are now ready for access by Board Members to learn about their responsibilities. Mike thanked the District for our willingness to help coordinate the hazard mitigation training. Training dates will be set for some time between March and May.

#### PROGRAM DIRECTOR'S REPORT – Ryan Williams

The District received a call from the Chelan County PUD Energy Conservation Group regarding information both agencies can share in their respective newsletters. Amanda and Ryan will meet with them to further discuss those details.

Ryan asked Ken to report on funding that was awarded for Beaver Dam Analog Restoration (BDA) projects on Chumstick Creek. Several other applications were submitted for matching projects.

Ryan discussed Smartsheet software and its uses, such as processing leave requests and budget tracking. The program could help streamline the workload. After a brief discussion the Board directed Ryan to get started using the program with staff and adapting it to the District's needs.

M/S/C Jim moved and Josh seconded to approve the purchase of Smartsheet software. (Unanimous)

At Ryan's request, Patrick and the Board discussed various aspects of a proposal to purchase a chipper through a Department of Ecology grant program. The Board asked Patrick to give a detailed report at the next meeting that includes more information about liability concerns and the possibilities for partnerships.

#### DISTRICT ADMINISTRATOR'S REPORT – Peggy Entzel

Peggy gave her reports as the agenda items came up.

#### OLD BUSINESS

**Project Updates:** Patrick reported on the Upper Wenatchee Pilot Project. The draft environmental assessment should be out next week. The Forest Health Collaborative will be making comments on the draft. The Washington State Department of Natural Resources (DNR) plans to move forward in the spring. The comment period for the FEMA Scout-A-Vista project ended this week. Discussion followed regarding other FEMA grant opportunities for fire disaster recovery, the Regional Conservation Partnership Program (RCPP) with NRCS, and other forest management projects with the PUD. The Washington State Fire Adapted Communities Learning Network (WAFAC) project has been extended to June 2021. A lot of the planned activities did not work out due to the pandemic quarantine. Another grant involved \$50,000 in cost share funds for Firewise communities to make improvements in their areas. Several good projects have been completed with that funding. The fall chipping program wrapped up last week with about 74 landowners involved. District staff received good feedback from landowners about the program.

**2021 Supervisor Elections & Appointments:** It is uncertain whether the grower events where we have had the polling location for the past few years will be held in January. Pybus Market was suggested; it has space available in the main concourse on February 5 at a cost of about \$100 per day, and it is still open for people to get take-out or curbside service from the businesses there. Much is dependent on the COVID-19 situation in the coming months, but a large open space is less likely to be shut down. The discussion considered other possible locations such as fire stations or popular gathering places like the Big Y. The Board asked that three options be presented at the December meeting for their review. They will decide on one and approve the election resolution at that time.

**Audit Update:** The audit began on Monday. The auditor asks for documents they need with most information being sent electronically. Peggy will keep the Board informed on the audit progress and let them know when the exit conference is scheduled. The exit conference will be via Zoom meeting.

**Staff Hiring Update:** Sandy plans to leave the District at the end of the year. Her position has been advertised and 65 resumes have been received from all over the country. The list will be narrowed down to the top four applicants, to be interviewed next Tuesday.

**Grant Applications / Contracts:** The following applications and new contracts need approval: RCPP, PUD Tributary Committee for the Chumstick BDAs, FEMA Scout-A-Vista, PUD Interagency Agreement, and the Upper Columbia Salmon Recovery Board (UCSRB). The following extensions need approval: WA RC&D WAFAC, NEPA and Social Marketing, and the CoCo/AIM Firewise cost share grant. Several of these were discussed in the project updates.

M/S/C Jim moved and Dillon seconded to approve the applications and new contracts for RCPP, PUD Tributary Committee; FEMA Scout-A-Vista, PUD Interagency Agreement, and the UCSRB; and contract extensions for WA RC&D WAFAC, NEPA and Social Marketing and the CoCo/AIM Firewise cost share grant. (Unanimous)

Ryan and Peggy reported on Kirk's evaluation and discussed potential funding for the education program. The Board suggested a few places to call for funding information.

## NEW BUSINESS

**WACD Annual Meeting:** The Annual WACD meeting is November 30 through December 2, 2020. Information and registration forms were emailed to the Board. Peggy and Ryan will cover sessions as they are able.

**Center for Technical Development (CTD) Agreement:** Ryan has been participating with the Center for Technical Development to help provide more consistent processes across the state for resource planners. They would like him to continue assisting with this work. The agreement would pay for Ryan's time, which would be a workload of about two hours a month. The Board was asked to approve the agreement retroactive to October 1, 2020.

M/S/C Jim moved and Amy seconded to approve the Technical Development Agreement, retroactive to October 1, 2020. (Unanimous)

**Rates & Charges Update:** The Rates & Charges program is up for renewal, which will involve an approval process with the County Commissioners. The process should begin after the first of the

year. The FCS Group assisted the District with the process when the program began, and Peggy would like to contract with them to assist again. The Board was asked to approve proposing the Rates & Charges renewal with assistance from the FCS Group.

M/S/C Jim moved and Dillon seconded to approve proposing the Rates & Charges program renewal with assistance from the FCS Group. (Unanimous)

**Health Insurance:** Health insurance option details became available just before the meeting today. The 2021 rate for the current plan through Health Alliance will increase about \$30 per month, per employee. Co-payments remain the same. Valerie did not see any better options with other companies. Delta Dental had no changes to their 2021 plan. The Board was asked to approve remaining with the current Health Alliance and Delta Dental plans for the year 2021.

M/S/C Jim moved and Amy seconded to approve remaining with the current Health Alliance and Delta Dental plans for staff health and dental insurance coverage in 2021. (Unanimous)

**Set December Meeting Date and Agenda:** The next Regular Meeting is Friday, December 18, at 1:30.

The meeting adjourned at 3:18 p.m.

**Summary of Official Actions:**

Approved the Consent Agenda.

Approved the purchase of Smartsheet software;

Approved the applications and new contracts for RCCP, PUD Tributary Committee; FEMA Scout-A-Vista, PUD Interagency Agreement, and the UCSRB; and contract extensions for WA RC&D WAFAC, NEPA and Social Marketing and the CoCo/AIM Firewise cost share grant;

Approved the Technical Development Agreement, retroactive to October 1, 2020;

Approved proposing the Rates & Charges program renewal with assistance from the FCS Group;

Approved remaining with the current Health Alliance and Delta Dental plans for staff health and dental insurance coverage in 2021.

VICE CHAIR\_\_\_\_\_

OFFICE ASSISTANT\_\_\_\_\_