

**CASCADIA CONSERVATION DISTRICT  
REGULAR DISTRICT MEETING  
Zoom Meeting ID: 987 6961 1557  
14 N Mission St.  
Wenatchee, WA 98801  
Friday, August 19, 2022**

MEMBERS PRESENT: Junell Wentz, Chair; Dillon Miller, Vice Chair; M. Pete Teigen, member; and Kurt Hosman, Member.

MEMBERS ABSENT: Amy Bridges, Auditor.

OTHERS PRESENT: Tom Salzer, WACD; Mike Baden, WSCC; Chris Wright, NRCS; and the following District staff: Ryan Williams, Valerie Hampton, Joe Hill, and Nada Wentz. Attendees were present in person and via Zoom.

Junell Wentz, Chair, called the meeting to order at 1:37 p.m.

PUBLIC COMMENT – None

**Consent Agenda:** Approve the July 15, 2022, Regular District Meeting minutes, approve the July Treasurer's Report and authorize payment of bills.

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

CORRESPONDENCE:

The Conservation Commission mailed their 2019-21 Biennial Report for Board Members to review.

NATURAL RESOURCES CONSERVATION SERVICE (NRCS) REPORT: Chris Wright

Chris is working on Conservation Reserve Program (CRP) reviews, Conservation Stewardship Program (CSP) and Environmental Quality Incentive Program (EQIP) contracts. He is also working with Patrick and Joe to finalize the ranking criteria for the Regional Conservation Partnership Program (RCPP).

The combined announcement for the CSP and EQIP sign-up date is expected soon, and unofficially will be October 13. Eligibility for these two programs needs to be completed by November 14.

Chris will be moving to the South Central NRCS team starting August 29. Sarah Troutman and Jeff Paulson will be covering the Wenatchee workload until someone is hired. Best wishes to Chris in his new position!

Kurt Hosman called in and joined the meeting at 1:45 p.m.

WASHINGTON STATE CONSERVATION COMMISSION (WSCC) REPORT: Mike Baden

The Commission folks are busy transitioning into the new fiscal year and preparing the final budget packages to be sent on to the governor for review and approval in September. Forest and range health funding is included in the budget package. There will be an Elections training on September 28.

Election supervisors are required to attend, as well as one other staff member to serve as a backup for the supervisor. If the District wishes to add the option for candidate statements for this election, he suggested working on getting it adopted sooner than later.

Mike asked if the District could host the Commission meeting next year in July. He will be in touch with Ryan to develop plans for that. Mike also plans to meet with Pete for the new supervisor meeting regarding supervisor responsibilities and expectations.

**STAFF REPORT: Joe Hill**

Joe presented a PowerPoint showing before and after pictures from the spring chipping program. He also presented on work completed with Team Rubicon in May and June of this year. He plans to work with Team Rubicon again in the next year to provide defensible space assistance for folks that need the physical help. The challenge is identifying the landowners and securing the appropriate amount of labor.

Joe, Patrick, and NRCS are working with Chelan PUD and Washington Department of Natural Resources (DNR) on a fuel break and forest resilience partnership, the Regional Conservation Partnership Program (RCPP). Joe discussed targeted areas, areas within 1000 feet of transmission lines, and land assessments to see what the best plan of action would be. The District recently received the Action, Implementation & Mitigation (AIM) grant that will fund exploring Prescribed Fire Associations in Chelan County. This grant includes an education component. The board mentioned that they like to hear stories of helping people who need it.

**Grant Applications and Contract Reviews:** Ryan went through the contract list provided to the Board giving brief explanations of what each entailed. The Board was asked to approve the following:

**Grant Applications** US Forest Service Community Wildfire Defense Fund;

**Grant Contracts – Executive Director’s signature:**

US Forest Service Drinking Water Protection Through Habitat Restoration;  
One Tree Planted, Inc. – Plant materials for riparian restoration along Chumstick Creek;  
Dept. of Ecology (DOE) – amendment to the Icicle Creek / Rat Creek Beaver Dam Analog (BDA) agreement;  
Confluence Health Community Partnership – One Planet Club - afterschool field experience;  
Washington State Archives – Organizing the file room;

**ILAs/MOUs/MOAs/Contracts:** Work order with Underwood Conservation District for the Center for Technical Development (CTD) funding - engagement of Ryan Williams as CTD Co-Chair;

**Landowner Agreements/Cost-Share Agreements:** Scout-A-Vista; Merritt Oxbow – Cascade Fisheries; Melynek; Escobedo; Conkle; Hatch; Lopez; John Long; Berger; Bacon; Holte; Gumbardo; Shae; Johns 2; Oniell; Klumper; and Potato Creek / USFS.

**Cost-Share/Contract Payments:** None at this time.

M/S/C Dillon moved and Kurt seconded to approve the listed application, contracts and cost share agreements. (Unanimous)

**Grant Contract:** The Board was asked to approve the contract and the Executive Director's signature on the following contract: Coalitions and Collaboratives Action – New burn capacity in Chelan County.

M/S/C Dillon moved and Kurt seconded to approve the Coalitions and Collaboratives Action contract with the Executive Director's signature. (Motion passed, Pete Teigen abstained.)

**Other Business:**

Tom Salzer announced that this fall's WACD Annual Meeting will be November 28 – 30.

Ryan gave a brief report on the Springbrook Express software program along with the benefits and the cost. The program combines the bookkeeping and reports of the QuickBooks program and some of the Smartsheet program. It includes security and auditing components as well. The cost is greater, but the time saved would be beneficial. The plan would be to set up the program in September – October to learn how it works, and switch to it in January 2023. The board was asked to approve the purchase of this new program.

M/S/C Pete moved and Dillon seconded to approve the purchase of the Springbrook Express software. (Unanimous)

**Executive Director's Report:**

**Newsletter:** The cost of printing the quarterly newsletter almost doubled in price from the Spring edition. Ryan and staff are considering printing and layout options for future newsletters.

**US Forest Service:** The Forest Service has funding for design work for Eagle Creek and Roaring Creek. They are interested in routing the funding through Trout Unlimited (TU) because we do not have a Master Participating Agreement. The work orders would be through TU but for Forest Service funding. Approval is requested for Ryan to sign the work orders with TU to do restoration work on Roaring Creek and on Eagle Creek.

M/S/C Dillon moved and Pete seconded to approve Ryan's signature on work orders for restoration work on Roaring Creek and Eagle Creek with Trout Unlimited. (Unanimous)

**Chipping Program:** Ryan and the Board discussed options for the fall chipping program. The Conservation Commission said that funding from the Department of Natural Resources (DNR) is not available. The Board suggested meeting with staff to find a solution to the funding problem for this fall. They have confidence in and will support staff to find the best course of action on the issue.

**Chelan County Technical Advisor:** Ryan asked the Board for confirmation about working with the County as they pull together a work group for the Wildland Urban Interface (WUI) codes. They confirmed that it is good to be involved in a technical advisory position, but not be included in the voting process.

**Outreach:** Ryan would like to include hosting and support of a website in the Community Wildfire Defense grant application. He also suggested exploring how a future part time outreach staff member could provide support to other partners, such as web development for Foster Creek or other partner programs. More information will be available as the funding opportunities are explored.

**City of Wenatchee Interlocal Agreement (ILA):** Ryan will be meeting with the city of Wenatchee about renewing their current ILA with the District.

**Performance Evaluations:** Ryan and the Board discussed changes to the performance evaluation schedules. The Board felt that conducting the evaluations for all staff at the end of the year, while keeping the Step Increases on the hire dates would be appropriate. Board review of the evaluations could be abbreviated and streamlined.

**Clallam Conservation District Cultural Resources:** Clallam Conservation District asked for an agreement between the Cascadia and Clallam CDs to conduct cultural resource work. The Board was asked to approve the agreement.

M/S/C Dillon moved and Pete seconded to approve the cultural resources agreement with Clallam Conservation District. (Unanimous)

**Set the September 2022 Meeting Date and Agenda:** The next Regular meeting date is September 16, 2022 at 1:30 p.m.

**Board Member comments & Open Discussion:** No discussion.

The Regular District Meeting adjourned at 4:10 p.m.

**Summary of Official Actions:**

Approved the Consent Agenda;

Approved the following:

**Grant Application for:**

The US Forest Service Community Wildfire Defense Fund;

**Grant Contracts for:**

US Forest Service Drinking Water Protection Through Habitat Restoration;

One Tree Planted, Inc for plant materials for riparian restoration along Chumstick Creek;

Dept. of Ecology amendment to the Icicle Creek / Rat Creek Beaver Dam Analog agreement;

Confluence Health Community Partnership – One Planet Club afterschool field experience;

Washington State Archives for organizing the file room;

**ILAs/MOUs/MOAs/Contracts for:**

Underwood Conservation District work order for the Center for Technical Develop. (CTD) funding – engagement of Ryan Williams as CTD Co-Chair;

**Landowner Agreements/Cost-Share Agreements with:**

Scout-A-Vista; Merritt Oxbow – Cascade Fisheries; Melynek; Escobedo; Conkle; Hatch; Lopez;

John Long; Berger; Bacon; Holte; Gumbardo; Shae; Johns 2; Oniell; Klumper; and Potato Creek / USFS;

Approved the contract with the Coalition and Collaboratives Action and signature of the Executive Director;

Approved purchase of the Springbrook Express software;

Approved Executive Director signature on work orders with Trout Unlimited for restoration work on Roaring Creek and Eagle Creek;

Approved the cultural resources agreement with Clallam Conservation District.

CHAIR\_\_\_\_\_

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