



UPPER WILLAMETTE
SOIL & WATER CONSERVATION DISTRICT

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Special BOARD OF DIRECTORS MEETING MINUTES – Draft

Tuesday, June 28, 2022, 2:00 pm
Meeting held via Zoom

Directors Present: Mary Durfee, Ralph Perkins, Al Hrynshyn, Chuck Arrera, Malcolm Wilson, and Gary Jensen

Staff Present: Dave Downing, Clarissa Berndt, Leslie Owens, Lily Leitermann, Victoria Fischella

Public Present: None

1. Call to Order:

- a. Review of Agenda: The meeting was called to order at 2:04 pm by Chair Hrynshyn. The Agenda was reviewed.
- b. Public Comment: Chair Hrynshyn asked if there were any comments from the public related to items on this agenda. Hearing none, Chair Hrynshyn moved on.

2. Action Items:

- a. Review/approve Annual Work Plan for FY22-23: Discussion to approve the workplan followed with Dave Downing explaining the report and answering questions from the Board of Directors. Chair Hrynshyn noted his concern for the hours listed for our Fiscal Manager, Clarissa Berndt. Stating the need to make sure she would not get burnt out and addressing the possibility of juggling duties to help with her workload. Director Perkins questioned the number of hours listed for the PWP techs and Lily Leitermann explained that those numbers were a reflection of the work that is needed and not an expectation of the work the techs can accomplish or be responsible for. [Director Durfee joined the meeting at 2:50 pm]. The overall consensus was that there is a lot of work that needs to be done, and not enough staff to perform the work. That being said the scope of work was within the PWP program and the responsibility of the PWP Partnership. Director Arrera mentioned the need to add in the Board hours to the workplan as an amendment. Dave Downing mentioned that he would amend the Workplan as requested. Director Arrera motioned to accept the Annual Workplan as amended, with Director Wilson giving the second. The motion passed with a vote of 6-0.

3. Other Reports/Discussion:

- a. Discussion: none
- b. Public Comment: no public present
- c. Adjourn Meeting: Director Perkins adjourned the meeting at 4:21 pm.

All supporting documents mentioned in the minutes are a part of the official record and are available upon request. Please contact the office at admin@uwsxcd.org to request copies.

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