



UPPER WILLAMETTE
SOIL & WATER CONSERVATION DISTRICT

3291 W 1st Ave. Eugene, OR 97402 • 541.852.6680 • admin@uwsxcd.org •
www.uwsxcd.org

BOARD OF DIRECTORS MEETING MINUTES – Draft

Tuesday, August 9, 2022, 3:00 pm

Meeting held via Zoom

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

Directors Present Remotely: Abel Kloster, Eric Nusbaum

Staff Present: Dave Downing, Clarissa Berndt, Leslie Owens, Lily Leitermann, Nayt Boyt, Meridith McClure, and Daniel Dietz.

Partners Present: Thomas Snyder, Sydney Nilan

Public Present: Karl Morgenstern and Emma Garner

1. Call to Order:

- a. Approval of Agenda: The meeting was called to order at 3:01 pm by Chair Hrynyshyn. Chair Hrynyshyn asked if there were any amendments to the agenda Dave Downing let the Board of Directors know that Tom Snyder would not be at the meeting, so no partner report would be done for NRCS, but that Emma Garner from the RED Team would take that time to answer any questions they might have about the ongoing work being done. Director Perkins moved to accept the agenda as amended, and Director Wilson seconded the motion, with no further discussion, the motion was approved with a vote of 7-0. Director Durfee joined the meeting at 3:05 pm.
- b. Public Comment: Chair Hrynyshyn asked if there were any comments from the public related to items on this agenda. Hearing none, Chair Hrynyshyn moved on. Director Kloster joined the meeting at 3:09 pm.

2. Action Items:

- a. Board Minutes – [June 12, 2022]: Chair Hrynyshyn moved to approve the minutes as presented, and Director Arrera seconded the motion. With no further discussion, the motion was approved with a vote of 7-0.
- b. June Financial Reports: *[Fund Balance Spreadsheet (for previous month); Checking Register (for previous month); LGIP Register (for year to date) - include the BvA graph and breakdown of taxes; Visa 1 Register (5041) (for previous month); Visa 2 Register (6531) (for previous month); Balance Sheet - as of Previous Month; Rev & Exp - General Fund (previous month) (this is a P&L); Budget v Actual - Gen Fund (current fiscal year through previous month); Rev & Exp - Special Rev Fund; Budget v Actual - Spec Rev Fund; Rev & Exp - Reserve Fund; Budget v Actual - Reserve Fund; Fund BvA Graphs - BvA for Current FY through end of last month; Program BvA Graphs - Current fiscal year to last month]* Director Arrera moved to accept the June financial reports as presented, and Director Jensen seconded the motion. With no further discussion, the motion was approved with a vote of 7-0.
- c. Jan Lee from OACD came to answer questions on the Dues for membership. The board asked questions about the staff at OACD, membership dues and Districts that are smaller who cannot afford dues. Jan Lee answered all the questions and discussions followed. The Boar was overall pleased to find out that the Dues structure had been changed to help the smaller districts with less funds. No motions or decisions were made.
- d. Review/approve Updated Extreme Heat and Wildfire Smoke Policy. Dave Downing discussed the changes made to the policy due to the new OSHA Rules. The policy as a whole did not change drastically, but the Wildfire Smoke policy was added in due to the new Air Quality Index rules and regulations. Director Perkins motioned to approve the policy updates, with Director Durfee giving the second. The motion passed with a vote of 7-0.
- e. Committee Charters were discussed. Dave Downing explained that the Charters have been in the works for over a year and are made to keep the roles, responsibilities, structure, and authority for each committee. Director Arrera made the motion to accept the Committee Charters as presented with Chair Perkins giving the second. The motion passed with a vote of 6-0; Director Wilson abstained.
- f. Committee members were discussed due to the fact that many staff members showed interest in joining a committee and the overall structure of the committees changed to have a member list of five total members on each committee. Daniel Dietz requested to take Nayt Boyt's spot on the JEDI committee as Nayt is leaving the District. Chair Hrynyshyn appointed the new committee members as listed:

- i. Finance Committee: Al Hrynyshyn, Clarissa Berndt, Gary Jensen, Malcolm Wilson, and Leslie Owens
 - ii. Personnel Committee: Al Hrynyshyn, Chuck Arrera, Clarissa Berndt, Ralph Perkins, Leslie Owens
 - iii. JEDI Committee: Abel Kloster, Al Hrynyshyn, Chuck Arrera, Lily Leitermann, Daniel Dietz.
 - iv. Programs and Grant Management Committee (formerly known as the Projects Committee): Al Hrynyshyn, Victoria Fischella, Lily Leitermann, Mary Durfee, and Meridith McClure
- 3. Committee Reports & Recommendations:**
 - a. Each Committee gave a brief recap their last meetings [See Committee Meeting Minutes].
- 4. Partner Reports:**
 - a. UWSN Sydney gave an overview of the past month (see reports) and introduced Emma Garner from the RED team to give an overview of what the team has been doing recently (see reports) and answer any questions. Discussions followed.
- 5. Other Reports/Discussion:**
 - a. Discussion:
 - i. The Board discussed OACD dues and decided that they would pay them since hearing the news of the dues structure had changed.
 - ii. Leslie Owens announced where to find the tickets to upcoming Connect+ trip and SDAO trainings.
 - iii. Very brief discussion was had on a political talking point about where the District might stand if the suggested name change for Lane County makes it to a ballot. Eric Nusbaum explained that the District Board and Staff may discuss this up until the point that it is on a ballot, then there are regulations to follow. The suggested name change is from Lane County to Kalapuya County.
 - b. Public Comment: No comments from the public.
 - c. Adjourn Meeting: Chair Hrynyshyn adjourned the meeting at 5:00 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.

The Upper Willamette SWCD prohibits discrimination against its customers, employees, and applicants for employment on the basis of race, color, national origin, age, disability, sex, gender identity, religion, reprisal, and where applicable, political beliefs, marital status, familial or parental status, sexual orientation, or whether all or part of an individual's income is derived from any public assistance program, in employment or in any program or activity conducted by the Upper Willamette SWCD. The Upper Willamette SWCD is an equal opportunity employer.