

**WHATCOM CONSERVATION DISTRICT
Public Meeting Minutes
February 20, 2015**

I. Time and Place of Meeting.

A regular meeting of the Board of Supervisors of the Whatcom Conservation District (WCD) was held at the Ag Service Center, 6975 Hannegan Rd, Lynden, Washington on February 20, 2015, at 7:00 p.m.

II. Attendance and Quorum.

The following Supervisors, being a quorum of the Board, were present:

Joe Heller, Chair	Larry Helm, Vice-Chair
Larry Davis, Treasurer	Dan Heeringa
Dick Yoder	

Also in attendance were:

George Boggs, Executive Director	Dawn Bekenyi, Administrative Specialist
Nichole Embertson, WCD Scientist	Aneka Sweeney, WCD Ed Specialist

III. Meeting Called to Order.

Joe Heller, Chair, called the meeting to order at 12:00 p.m.

IV. Public Comment (written or in person).

There were no public comments written or in person.

V. Approval of Minutes of Previous Meeting.

Larry Davis moved that the minutes of the January 8, 2015 Board meeting be approved as mailed. Larry Helm seconded the motion. The motion passed.

VI. Financial Report.

The financial report was mailed to the Board with their draft minutes from the January meeting.

Dawn Bekenyi, Administrative Assistant, presented the financial report. There were no questions.

Larry Davis moved to approve the Financial Report. Dick Yoder seconded the motion. The motion passed. Upon motion made and duly seconded, the Treasurer's Report was approved.

Accounts Payable –

A copy of District invoices and incurred expenses, as listed in the Accounts Payable Report, were reviewed and approved. The Board further authorizes the payment of District expenses incurred subject to their review and approval at the next Board meeting.

The following voucher/warrants are approved for payment:

Jan 2015 - balance					
Voucher (check) numbers	<u>22209</u>	through	<u>22231</u>	and totaling	<u>54,145.54</u>
Payroll check numbers:	<u>22232</u>	through	<u>22252</u>	and totaling	<u>34,775.65</u>

Voucher (check) number	<u>22253</u>			and totaling	<u>324.06</u>
February 2015					
Voucher (check) numbers	<u>22254</u>	through	<u>22274</u>	and totaling	<u>44,812.50</u>
Payroll check numbers:	<u>22275</u>	through	<u>22291</u>	and totaling	<u>32,762.08</u>

Moved by Larry Davis. Dan Heeringa seconded the motion. The motion passed.

VII. Action Items.

A. Presentation on Education/Outreach Program.

Aneka Sweeney and Nichole Embertson gave an interactive presentation to the Board regarding the Conservation District's Education Outreach Program. Aneka outlined the three areas of the program; 1. Outreach, 2. Education, and 3. Engagement and what they mean. The audiences that we currently reach and hope to reach were reviewed with Board input.

There was discussion how interns are valuable for the education/outreach program. Whatcom Conservation District has developed an internship program in collaboration with Western Washington University (WWU) and other applicable partners to hire interns as part of established grants and programs to accomplish work and provide an education to future conservation professionals.

This internship program has arisen as part of the new Education and Outreach program and provides a needed service to interested WCD staff, as well as the individuals who are granted the competitive positions. Interns work part or full time on specific tasks related to project and program tasks and deliverables.

Larry Davis moved to authorize the Executive Director to programmatically hire interns on a short term, temporary basis to conduct grant deliverable activities that also advance their graduate or post graduate education supported through grant funds or free with a presentation from the interns to the Board at the end of the quarter or internship. Dick Yoder seconded the motion. The motion passed.

B. Citizen Science Monitoring and Landowner Engagement Project.

Aneka submitted an application to the Whatcom County Local Integrating Organization (LIO) for funding to establish a "storm team" like Skagit Conservation District. A grant of almost \$35,000 was awarded to start the program. Whatcom CD will recruit rural landowners to create a team of educated and informed citizen scientists.

Larry Davis moved to authorize the District Chair to execute an Inter-local Agreement with Whatcom County in an amount of \$34,927 to establish and conduct a citizen science monitoring and landowner engagement project. Larry Helm seconded the motion. The motion passed.

Nichole Embertson reported on her activities with Discovery Farms and the Edge of Field Studies. Nichole is on the State-wide Technical Team working on certification criteria for Dairy and Riparian planners.

C. Approval of Facility Use with Whatcom Community College (WCC).

Since 2009 WCD has held its annual Native Plant Sale and Expo on the campus of the Whatcom Community College (WCC). Recently, WCC has updated its policy on co-sponsored events. A formal Letter of Agreement between WCD and WCC is required to use the campus for our event.

Larry Helm moved to approve entering into a Letter of Agreement with Whatcom Community College for use of their campus for the Plant Sale and Expo authorizing Emily Hirsch, Plant Sale Coordinator to sign as District Representative. Larry Davis seconded the motion. The motion passed.

D. Establishing a Cultural Resources Consultation Process.

In 2005 Governor Gregoire issued an Executive Order (GEO) #0505 that requires State Agencies to consult with the Department of Archeology and Historic Preservation (DAHP) and affected Tribes, to determine potential impacts to cultural resources from any ground disturbing projects or those affecting structures over 50 years old when funded by the State. Last year the Washington State Conservation Commission took steps to comply with this order. There is an opportunity for Conservation Districts to take responsibility for GEO #0505 compliance as an alternative to Conservation Commission staff. A district must develop their own policy for GEO #0505 compliance and demonstrate to the Commission that the District has the expertise and wherewithal to carry out the policy.

The Board was sent a draft policy for a Cultural Resource Review and Consultation to review.

Larry Davis moved that the District adopt the Cultural Resources Consultation Process as outlined for state cost-share projects. Dan Heeringa seconded the motion. The motion passed.

E. Supervisor Election Staffing.

Dawn reported that there has been an above average interest in the District's Supervisor Election this year. In fact, there were over 3,500 requests for absentee ballots. With this additional interest, it was suggested that four polling officers would be better for the workload than the usual two or three.

Larry Davis moved to authorize hiring four election polling officers at \$10.50 per hour to assist with the Supervisor Election. Dan Heeringa seconded the motion. The motion passed. (Larry Helm abstained from the vote.)

Dawn also reported that there has been a lot of publicity regarding the election. There is the perception that a person had to request an absentee ballot to vote. It was suggested that it would be beneficial to get the word out. The Board directed Dawn to do additional outreach by running ads in the local newspapers. The Board also discussed how to handle voters in line to vote at 6:00 pm on March 10, 2015. It was decided that all voters in line by 6:00 pm would be allowed to vote, but late comers after 6:00 pm would be informed that the polls are closed.

F. Pollution Identification Correction (PIC) Program Cost-share.

The Board reviewed the simplified application and agreement for cost-share available through the PIC program. Under the PIC program the Board will approve applications for submittal to Whatcom County Public Works for final approval and funding.

Larry Davis moved to approve the simplified cost-share application and agreement for the Whatcom County PIC program. Dick Yoder seconded the motion. The motion passed.

There was discussion about whether it would be necessary for the Board to act at a Board meeting on any PIC cost-share application, since Whatcom County has the final say in who receives funding. Larry Helm expressed that he wanted all farm plans and cost-share to be reviewed and approved by the Board. The decision regarding authorization of the Executive Director to approve county funded PIC program cost-share was deferred. The Board will monitor and reconsider if/when the current process creates an undue burdensome delay and board satisfaction with appropriate accountability mechanisms.

George reported that Whatcom County sent out letters to landowners through the PIC program and he shared their efforts to contact people about water quality issues. The second letter has been sent out. George reported that several of those landowners that received letters have contacted the Conservation District for technical assistance.

VIII. Other Business.

A. Supervisor Reports.

Larry Helm –

Larry reported that there was a Puget Sound Near Shore Restoration Program (PSNRP) presentation made by the Natural Resources Committee to the Whatcom County Council regarding a project on the lower Nooksack River.

B. George Boggs, Executive Director.

Technical Assistance –

Since there was a question at Whatcom County's Ag Advisory Committee meeting, George shared the old compliance agreement memorandum of agreement (MOA) between the Conservation District, Washington State Conservation Commission, and Department of Ecology. Under the current paradigm with Whatcom County, the District will inform Whatcom County of those individuals that do not want to work with us, but will not share any information gathered in the planning process.

IX. Record of Board Actions.

15-9 Larry Davis moved that the minutes of the January 8, 2015 Board meeting be approved as mailed. Larry Helm seconded the motion. The motion passed.

15-10 Larry Davis moved to approve the Financial Report. Dick Yoder seconded the motion. The motion passed. Upon motion made and duly seconded, the Treasurer's Report was approved.

15-11

The following voucher/warrants are approved for payment:

Jan 2015 - balance

Voucher (check) numbers	<u>22209</u>	through	<u>22231</u>	and totaling	<u>54,145.54</u>
Payroll check numbers:	<u>22232</u>	through	<u>22252</u>	and totaling	<u>34,775.65</u>
Voucher (check) number	<u>22253</u>			and totaling	<u>324.06</u>

February 2015

Voucher (check) numbers	<u>22254</u>	through	<u>22274</u>	and totaling	<u>44,812.50</u>
Payroll check numbers:	<u>22275</u>	through	<u>22291</u>	and totaling	<u>32,762.08</u>

Moved by Larry Davis. Dan Heeringa seconded the motion. The motion passed.

15-12 Larry Davis moved to authorize the Executive Director to programmatically hire interns on a short term, temporary basis to conduct grant deliverable activities that also advance their graduate or post graduate education supported through grant funds or free with a presentation from the interns to the Board at the end of the quarter or internship. Dick Yoder seconded the motion. The motion passed.

15-13 Larry Davis moved to authorize the District Chair to execute an Inter-local Agreement with Whatcom County in an amount of \$34,927 to establish and conduct a citizen science monitoring and landowner engagement project. Larry Helm seconded the motion. The motion passed.

15-14 Larry Helm moved to approve entering into a Letter of Agreement with Whatcom Community College for use of their campus for the Plant Sale and Expo authorizing Emily Hirsch, Plant Sale Coordinator to sign as District Representative. Larry Davis seconded the motion. The motion passed.

- 15-15 Larry Davis moved that the District adopt the Cultural Resources Consultation Process as outlined for state cost-share projects. Dan Heeringa seconded the motion. The motion passed.
- 15-16 Larry Davis moved to authorize hiring four election polling officers at \$10.50 per hour to assist with the Supervisor Election. Dan Heeringa seconded the motion. The motion passed. (Larry Helm abstained from the vote.)
- 15-17 Larry Davis moved to approve the simplified cost-share application and agreement for the Whatcom County PIC program. Dick Yoder seconded the motion. The motion passed.

X. Adjournment.

There being no further business before the meeting, Larry Helm moved to adjourn the meeting at 2:45 p.m. Larry Davis seconded the motion. The motion passed.

The meeting, on motion duly made, seconded and carried, adjourned at 2:45 p.m.

Dated: April 1, 2015

Dawn Bekenyi, Administrative Assistant

Approved: _____