

**WHATCOM CONSERVATION DISTRICT
Board of Supervisor Regular Meeting**

9:00 AM
April 27, 2020

Conference Room
6975 Hannegan Rd

MEETING SUMMARY

CALL TO ORDER

Chair Christianson called the meeting to order at 9:12 AM.

BOARD AND ADMINISTRATIVE STAFF PRESENT

Board Members

- X Heather Christianson, Chair
- X Suzzi Snyder, Vice-Chair
- X Larry Davis, Secretary/Treasurer
- X Alan Chapman

- X Valeri Wade

Administrative Staff & Others in Attendance

- X George Boggs, Executive Director
- X Dawn Bekenyi, District Clerk/Auditor
- X Jean Fike, WSCC
- X Aneka Sweeney, Outreach Coordinator
- X Alex Hall, NRCS

Roll call of attendees.

NRCS Report.
None.

PUBLIC HEARINGS
None.

OPEN SESSION (In person or written)
Jean Fike gave a report. WADE training has been cancelled for in person training. It will be conducted on line.

WSCC budget and other updates. Updates delivered through Gov Delivery messaging.

CONSENT AGENDA

IT WAS MOVED BY SNYDAR AND SECONDED BY WADE TO APPROVE THE FOLLOWING CONSENT AGENDA ITEMS. MOTION CARRIED (5-0).

1. Request approval of Meeting Summaries for March 31, 2020 meetings of the Board.
2. Request approval of Financial Reports for February and March 2020.
3. Request approval of Emergency Resolutions
 1. Authorization for the Clerk of the District to sign the Emergency Resolutions as accurate.

REGULAR BUSINESS AGENDA

OTHER ITEMS

1. **Commission – All District Budget Development Survey.**

Minutes approved as posted at the June 3, 2020 Board meeting.

George provided information to the Board regarding the Washington State Conservation Commission's budget meeting. Washington state is very dependent upon sales tax for budget. There are financial concerns without any sales due to the "stay home stay safe" mandate. The Commission created a survey to determine Conservation District's most urgent and important programs with data to support the budget ask.

George met with the management team and reviewed our priority concerns and completed a draft of the survey. George shared the draft survey with the Board for review. George reviewed top three priorities for each funding source. Board in agreement with the top three priorities for operating and capital budgets.

After review, the survey was approved for submittal to the Washington State Conservation Commission.

IT WAS MOVED BY CHAPMAN AND SECONDED BY WADE TO APPROVE THE BUDGET DEVELOPMENT SURVEY AND SUBMIT TO THE WSCC. MOTION PASSED. (5-0).

2. Alex Hall, NRCS Report.

Alex was in attendance at the meeting and provided a report. NRCS following similar operating procedures. Their office is physically closed and they are conducting business by phone appointments only. Alex reported on ranking and new requirements for program funding.

3. WACD Matters – Strategic Plan and Coming Area/State Meetings.

Strategic Plan –

Alan Chapman shared activities with WACD through his capacity as NW Area Representative. Tom Salzer, WACD Executive Director, developed a Strategic Plan for WACD. Alan reviewed the proposed steps in the plan and WACD's vision and mission statements. Seven goals for WACD to provide to partners and Conservation Districts.

It was suggested that the WACD Board structure and committees be reviewed for purpose and function.

The Board was asked to provide comments on the outline to Alan. WACD will be working on this process at their June meeting.

Area and Annual meetings –

There was discussion regarding the impacts of not having enough participants physically at the annual meeting. The Whatcom Conservation District Board recommends to cancel physical meeting and look into virtual options for the Annual and Area meetings, including getting proposed resolutions to participants earlier for consideration.

3. Puget Sound Conservation District Caucus Near Term Action submittals to the Puget Sound Partnership.

Alan reviewed the Near Term Actions (NTAs) process for the Puget Sound Partnership and funding for Puget Sound Conservation District Caucus NTA submittals.

There was discussion regarding recent activities of the Puget Sound Conservation District Caucus. It appears that there is limited Supervisor participation from all Conservation Districts members. Our Board suggested that a draft letter to all

Minutes approved as posted at the June 3, 2020 Board meeting.

participant Conservation Districts about the PSCD Caucus be presented at the next Board meeting for consideration seeking more or continued Conservation District Supervisor participation in the PSCD Caucus.

4. Executive Director's Report

George reviewed the progress of staff and grant deliverables. Staff have developed procedures to do site visits. Creative solutions for on-line presentations for small farm expo. Lake Whatcom HIP program modifications.

George is working on budgeting and Family First Covid 19 Response.

Team leaders meeting on Friday to see how we would re-open the Conservation District.

The Conservation District is cross-training a farm planner on administrative/financial staffing to provide back up for accounting.

George reported on staff status working and leave that staff are taking.

INTRODUCTION ITEMS

None.

COMMITTEE REPORTS, OTHER ITEMS AND BOARD MEMBER UPDATES

Alan Chapman. The Conservation Commission has been having meetings on Friday to discuss how Conservation Districts are working through this stay home, stay safe process. It is interesting to attend. Announcements for the meetings on Gov delivery.

Larry Davis – posted his Supervisor report.

Record of Board Actions.

20-15 IT WAS MOVED BY SNYDAR AND SECONDED BY WADE TO APPROVE THE FOLLOWING CONSENT AGENDA ITEMS. MOTION CARRIED (5-0).

1. Request approval of Meeting Summaries for March 31, 2020 meetings of the Board.
2. Request approval of Financial Reports for February and March 2020.
3. Request approval of Emergency Resolutions
 1. Authorization for the Clerk of the District to sign the Emergency Resolutions as accurate.

20-16 IT WAS MOVED BY CHAPMAN AND SECONDED BY WADE TO APPROVE THE BUDGET DEVELOPMENT SURVEY AND SUBMIT TO THE WSCC. MOTION PASSED. (5-0).

Adjournment.

**IT WAS MOVED BY CHAPMAN. SECONDED BY DAVIS:
to adjourn the meeting at 11:37 am.
MOTION CARRIED. (5-0)**

There being no further business before the meeting, adjourned the meeting at 11:37 a.m.

Minutes approved as posted at the June 3, 2020 Board meeting.

Dawn Bekenyi, District Auditor