

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

9:00 AM
May 24, 2021

District Office – virtual meeting
6975 Hannegan Rd

MEETING SUMMARY

CALL TO ORDER

Chair Christianson called the meeting to order at 9:00 AM.

BOARD AND ADMINISTRATIVE STAFF PRESENT

Board Members

Administrative Staff & Others in Attendance

- X Heather Christianson, Chair
- X Suzzi Snyder, Vice-Chair
Secretary/Treasurer
- X Alan Chapman
- X Valeri Wade
- X Fred Berman

- X Frank Corey, Interim Executive Director
- X Dawn Bekenyi, District Clerk/Auditor
- X Ryan Baye, WACD
- X Tom Salzer, WACD
- X Larry Davis
- X Alex Hall
- X Chris Elder

Roll call of attendees.

PUBLIC HEARINGS

None.

OPEN SESSION (In person or written)

1. WACD – Ryan Baye and Tom Salzer.

Ryan Baye reported on actions impacting Conservation Districts that happened in this legislative session, including Fire Risk Prevention and CREP. There will probably be a special session happening this year.

Ryan brought up some topics that may be addressed at the next legislative session, i.e. special purpose district elections.

Ryan reported on WACD Committee work. Tribal Relations Committee, Larry Davis is co-chair. Elections Committee was set up at the last WACD Annual meeting. Other committee is DEI Committee. The DEI Committee is meeting for the first time this week.

NW Area is trying to find a new host for the area meeting this fall. WACD needs to know who will host by July 4.

Tom Salzer welcomed Fred Berman to the Conservation District board.

2. New Supervisor.

Heather welcomed Fred to the Board. Fred introduced himself giving a brief background. Fred sent his detailed bio to the Board and staff.

Board Supervisors and others meeting attendees introduced themselves to Fred.

Minutes approved as presented at the June 28, 2021 Board meeting.

CONSENT AGENDA

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

1. Request approval of Meeting Summary for April 26, 2021 meeting of the Board.
2. Request approval of Energize Whatcom ILA with Port of Bellingham
3. Request approval of WCD/SCD Title III Firewise Scope of Work
4. Request approval of Annual Financial Report for CY 2020

REGULAR BUSINESS AGENDA

OTHER ITEMS

1. Associate Supervisor Application.

Larry has submitted an application as an Associate Supervisor. The process recommends that the Board form a committee to review the application. Heather asked to waive that step, since the Board knows Larry. They will act on the application. Larry discussed that he is interested in serving as an Associate for at least a year.

Snydar moved to approve the application and appoint Larry Davis as an Associate Supervisor to the Whatcom Conservation District. Seconded by Berman. Motion carried. (5-0)

2. Appoint a new Treasurer.

Since Larry was our Treasurer, we could appoint an interim Treasurer or wait until the June meeting to vote in new officers. Valeri is willing to serve as Treasurer.

Snydar moved to elect Valeri Wade as Treasurer until new officers are elected at the June Board meeting. Seconded by Chapman. Motion carried. (4-0) Wade abstained.

Board meeting date and time.

There was discussion regarding monthly week and day for meeting. The fourth Monday of each month at 2:30 pm works best for everyone.

Snydar moved to set the monthly Board meeting to the 4th Monday of each month at 2:30 pm effective at the June 2021 meeting. Seconded by Wade. Motion carried. (5-0)

3. Appoint a new Whatcom County Ag Advisory Committee Representative for WCD.

Whatcom Conservation District has a representative on the Whatcom County Ag Advisory Committee. The Board recommends their representative that we submit to the Whatcom County Executive for appointment. Valeri is no longer interesting in being the representative. Alan is still interested.

Wade moved to put Alan Chapman forward as the Whatcom Conservation District representative on the Whatcom County Ag Advisory Committee. Seconded by Snydar. Motion carried. (4-0) Chapman abstained.

Minutes approved as presented at the June 28, 2021 Board meeting.

4. Provide WACD Annual Meeting Feedback.

There is ongoing discussion on the format of the WACD Annual meeting. Options include virtual, in person or a combination of the two with an in-person business meeting and virtual conference of presenters and breakout sessions.

The Board discussed their preferences to meet in person as well as concerns about the state restrictions at the time of the meeting. The expense of attending the annual meeting is also a concern for many Conservation Districts.

Ryan gave an overview of about the WACD annual meeting and when it is held. Maybe WACD business meeting and dinner in-person with meeting and trainings being virtual leading up to the business meeting. Board members seem interested in hybrid, not virtual only.

5. Alex Hall, NRCS.

Alex introduced himself.

EQIP – NRCS just received additional funds for EQIP, so they should be able to fund most of their applications. There have been some changes to CNMPs this past year to improve the planning process to speed up the review while maintaining the integrity of the planning process.

6. Approve and Sign WSCC Master Contract for FY 2022-23.

Frank presented the Master Contract for funding from the Washington State Conservation Commission. This is an umbrella contract. Program funding and scope of work for each grant program will be submitted in grant addendums when available.

Chapman moved to authorize the Chair and Vice-Chair to sign the WSCC Master Contract for FY 2022-23. Seconded by Wade. Motion carried. (5-0)

7. Approve FY 2022 Budget.

Frank presented the FY22 Budget. Approval of an annual budget is required by the state. The Board needs to review, approve, and submit it to the Washington State Conservation Commission. George completed it during his last week. Frank reviewed and adjusted this last week. This is an operating budget. It does not reflect pass through funds for programs that are money in and money out, which amounts to about \$1 million dollars additional.

Chapman moved to approve the Whatcom Conservation District Budget for FY22 and submit the budget to the WSCC. Seconded by Snyder. Motion carried. (5-0)

8. District Manager Search Committee Report.

Heather gave an update from the District Manager Search Committee. There are a couple candidates for the Search Committee to interview later this week. If there are suitable candidates the Committee will invite the candidates back to interview with the Board and set a special meeting or two meetings. There was discussion regarding requirements for special meeting notice. Open Public Meetings Act requires 24-hour notice prior to a special meeting.

If a meeting is necessary, Heather will send out a doodle poll to set up the meeting.

Minutes approved as presented at the June 28, 2021 Board meeting.

Larry Davis mentioned that it has been a challenge to get quality candidates. Larry suggests that the Board make the right hire, not a quick hire.

Next steps were reviewed, Committee will interview candidates, check out their references and decide if there are candidates to move forward to the Board for an interview.

Alan asked regarding Larry serving on the Search Committee since Larry was a supervisor and is no longer one. Heather said that Larry can serve as a member of the Search Committee in any capacity.

9. Natural Resource Conservation Visioning.

Alan reviewed information submitted to discuss regarding Natural Resource Conservation Visioning.

There was discussion regarding reporting to the Board by staff or team managers regarding District activities and program progress.

Heather suggest that instead of another meeting, maybe the Board could can schedule discussion time in our regular Board meetings. We have been more efficient in our meetings. Frank pointed out that we do not have discretionary funding. Other Districts do and they provide direction on their funds. This is a good process when you have discretionary funds to put towards those programs.

Larry addressed Part B of the Commission's plan item.

Executive Director and Supervisor Reports.

10. Executive Director Report.

Heather asked Frank how it is going so far serving as District Manager/Executive Director. He is doing well. He only had to consult with George once so far.

There was discussion regarding a gift for George for his retirement and an open house at this Boat to say goodbye.

The Board asked to set an in-person meeting at the District office for June since they are available with virtual attendance by the public.

11. Board Reports

Associate - Larry Davis was one of the judges for the oral presentation for the annual Envirothon competition. There was just a single statewide competition this year handled virtually.

Fred Berman –

We will have Andrew troubleshoot how to use GoToMeeting

INTRODUCTION ITEMS

None.

COMMITTEE REPORTS, OTHER ITEMS AND BOARD MEMBER UPDATES

None.

Minutes approved as presented at the June 28, 2021 Board meeting.

Record of Board Actions.

21-20 IT WAS MOVED BY SNYDAR AND SECONDED BY CHAPMAN TO APPROVE THE FOLLOWING CONSENT AGENDA ITEMS. MOTION CARRIED (5-0).

1. Request approval of Meeting Summary for April 26, 2021 meeting of the Board.
2. Request approval of Energize Whatcom ILA with Port of Bellingham
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21-21 Snyder moved to approve the application and appoint Larry Davis as an Associate Supervisor to the Whatcom Conservation District. Seconded by Berman. Motion carried. (5-0)

21-22 Snyder moved to elect Valeri Wade as Treasurer until new officers are elected at the June Board meeting. Seconded by Chapman. Motion carried. (4-0) Wade abstained.

21-23 Snyder moved to set the monthly Board meeting to the 4th Monday of each month at 2:30 pm effective at the June 2021 meeting. Seconded by Wade. Motion carried. (5-0)

21-24 Wade moved to put Alan Chapman forward as the Whatcom Conservation District representative on the Whatcom County Ag Advisory Committee. Seconded by Snyder. Motion carried. (4-0) Chapman abstained.

Adjournment.

**IT WAS MOVED BY SNYDAR. SECONDED BY CHAPMAN:
to adjourn the meeting at 11:23 am.
MOTION CARRIED. (5-0)**

There being no further business before the meeting, adjourned the meeting at 11:23 a.m.

Dawn Bekenyi, District Auditor