

Elk Creek Watershed Council

Board of Directors Meeting Minutes

June 19, 2018

Board Attendance

✓ Susan Applegate	✓ Joe Coons	✓ John Kittelman	× Gene Vroman
✓ Nick Botner	✓ Kittie Coons	✓ James Mast	✓ Gene Zuiches
× Harold Burris	✓ Linda Galetti	✓ Rick Reinhart	
× Brad Chapman	✓ Cindy Johnsrud	✓ Bob Rundell	

Others in Attendance

Jen Bailey, Lee Russell

Meeting Minutes

The Board approved the May 2018 meeting minutes (motion by Gene Zuiches, seconded by Rick Reinhart).

Treasurer’s Report

The Board approved the Treasurer’s Report of June 11, 2018 and the Accounts Payable, with the addition of \$480 to the Sunnysdale Grange and \$134.78 to Kittie Coons for the Free Lunch program (motion by Joe Coons, seconded by Rick Reinhart,).

Beginning Balance: 1 May 2018		\$93,736.92
Deposits:	\$17,522.07	
Checks:	\$39,194.00	
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Ending Balance: 31 May 2018		\$72,064.99
Deposits		\$72,836.00
Outstanding Checks		(\$1,100.00)
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Balance		\$71,736.00
Accounts Receivable	\$1,867.35	
Accounts Payable	(\$1,021.00)	
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Fund Balance		\$144,647.34

Executive Committee and Council Business

James Mast reported that the Executive Committee has completed a mid-biennium update to the council’s assessment of its organizational capacity. Jen Bailey reviewed the self-evaluation process. Our organizational capacity has increased over the last year, with Jen

on board to help Lee Russell. The council prioritized four organizational capacity elements to strengthen in the upcoming year:

- Community Presence and Standing
- Dependence of Management Team and Staff on CEO/ED
- Funding Model
- Communications & Outreach

Bureau of Land Management

Jeff McEnroe will be doing in-stream restoration work in North Fork Big Tom Folley Creek this summer. He warned that BLM budgets and staffing are down, and management is de-emphasizing restoration. The Roseburg District Fish Biologist position remains open. While Jeff won't be able to participate in our board meetings for the near future, he is still available to help the council, with enough lead-time.

Oregon Department of Fish and Wildlife

Eric Himmelreich has been reviewing grants and permits, developing new projects, and gearing up for the instream season. He thought the OWEB regional review team's visit to Jack and Hardscrabble Creeks went very well, and ranked this project first among the Umpqua restoration grant applications for the current OWEB grant cycle.

Douglas Soil and Water Conservation District

Walt Barton has been helping Jen with OWEB small grant applications.

Executive Director and Council Coordinator

Jen Bailey reviewed the OWEB small grant projects under development. However, funding for the Umpqua Basin Small Grant Team is on hold until the Umpqua SWCD completes its outstanding OWEB project completion reports.

Lee Russell reviewed his report. Highlights include:

- Upcoming conference call with Cascade Environmental to fine-tune the deliverables for future bioassessments.
- Update to the work plan is in progress.
- Umpqua Basin Collaborative – new name for the Focused Investment Partnership.
- CREP needs to outsource archeologist to meet 'cultural resources' requirement.

Old Business

None

New Business

None

Executive Director Report

19 June 2018

Current Watershed Council Restoration Projects:

- I.) **Fitch Creek Culvert Removal: (#07-16-008)(Lee Russell)**
- We'll remove the boulders blocking fish passage when the instream work period begins next month.
- II.) **Yoncalla Creek Livestock Crossing: (#07-16-007)(Lee Russell)**
- Final report has been accepted and final payment received.
- III.) **Buck Creek Fish Passage: (Jen Bailey)**
- The project is complete. Need final costs to close out the RAC grant.
- IV.) **Jack Creek/Hardscrabble Habitat Improvement: (Jen Bailey)**
- OWEB grant has been submitted.

Small Grant Projects in Development: (Jen Bailey)

- V.) **Jack Creek Erosion Control:**
- Project in development.
- VI.) **Deer Creek Culvert Project:**
- Project in development.
- VII.) **Rice Creek:**
- Project in development.

Outstanding OWEB Small Grants: (Lee Russell)

- VIII.) **Bills Creek Habitat Improvement: (#07-14-005)**
- A monitoring report will be submitted in 2019.
- IX.) **Zuiches Riparian Improvement: (#07-14-006)**
- A monitoring report will be submitted in 2019.

Current Watershed Council Monitoring Projects:

- X.) **Watershed Assessment/Bioassessment (BLM): (Lee Russell)**
- We have funding to complete another 10-15 miles next summer.
 - I'm proposing we do an extensive survey of Big Tom Folley.
 - We also need to develop a template for presenting the bioassessment data to landowners.

Watershed Council Capacity Grant:

XI.) OWEB Council Support Grant: (Lee Russell)

- Self-evaluations are due June 30th.
- Update of the 2017 - 2019 work plans are due June 30th.

Watershed Action Planning:

XII.) Umpqua Focused Investment Partnership: (Lee Russell)

- The Umpqua Basin Partnership is now the “Umpqua Basin Collaborative.”
- At the May 17th meeting, we worked on a Memorandum of Understanding that the signing agencies will work together to develop a regional watershed restoration plan.
- The next step will be to begin developing the governance documents that will guide *how* the organizations will work together and make decisions.
- PUR has submitted an application to the Bureau of Reclamation on behalf of the Partnership for funds to hire a facilitator for two years. The goal will be the development of the governance documents to define the organizational structure, and the responsibilities of the members, in implementing restoration strategies at a basin-wide scale.
- I have submitted budget estimates for projects for Jack Creek, Hardscrabble Creek, Ellenburg Creek, and Sand Creek. Hopefully, Jack Creek and Hardscrabble Creek will be completed before the “Collaborative” is in a position to get funding for any of its projects, but the Council needs to work on a long-range plan to be able to take full advantage of the potential funding opportunities of the FIP

Fiscal Agent Programs:

XIII.) Douglas County CREP: (Lee Russell)

- The grant agreement for the 2018-2019 CREP program has been signed. The grant award is \$167,112.50.
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XIV.) Oregon Weed Board Grants: (Lee Russell)

- The Douglas County Weed Program will work roughly the same way as the CREP program.. We will be the fiscal agent, and we will contract with Douglas SWCD for implementation.
- Funds from the first payment request (\$46,260) have been received. This is 50% of the grant total and is paid in advance. These funds will be released to Douglas SWCD upon submittal of invoices for work performed.

Administrative:

XV.) BLM RAC grants:

- I’m working on closing out the remaining grants that will expire this fall. The main one is the DNA Study.
- The other assistance agreement, which includes Bioassessments and Jack Creek Habitat Improvement, expires in 2021.