

KWP Board Meeting Minutes October 29, 2020

Members Present: Shirley Kerns, Roger Smith, Steve Kandra, Erin Cox

Absent: Matt Walter, Anne Wenner, Karl Wenner

Quorum Present: Yes

Staff Present: Bill Lehman and Leigh Ann Vradenburg

This board meeting was conducted in person with all attendees having access to KWP financials, minutes and other materials for review and approval.

Executive Director Report (Part 1) -Bill Lehman:

Bill addressed some of his work while waiting for a quorum.

1. Bill's project to develop biochar with local sources and pilot its application for water filtration at Walker Farms is on track to be installed this winter.
2. The Watershed Action Plan for the Upper Klamath Basin is approaching final draft stage and will be sent out to reviewers this winter with an anticipated release date of March 2021.
3. Bill and others participated in a tour of the Klamath Project on October 21st. Some of those partners will be pursuing a NRCS RCPP grant this November.
4. Bill is working with Caitlin Budd to fulfill our obligations for the OWEB beaver grant by developing a beaver dam analog feasibility study for Spencer Creek. The grant has been extended to June 2021, and Caitlin will also be looking at Whiskey Creek.

Minutes: A motion to accept the July minutes as presented was made by Roger; second made by Shirley. Motion approved (4/0).

Financials/Other: See attached. Grant Funding Updates for July - Oct 2020 were presented, including funding from the USFWS Partners for Fish and Wildlife Program that is now formalized with grant agreements. A total of \$1,915,379 remains. As recommended, the spreadsheet now shows the totals awarded for each grant as well as the expiration dates. Bill updated the board on the NRCS RCPP proposal that was declined, a new proposal that will be submitted to Coalitions & Collaboratives (CoCo) for \$16,222, and the new NICRA rate for 2021, which will be 17.44%. He noted that many of the grants are over multiple years.

A motion to acknowledge receipt of the financials and grants secured documents was made by Roger; second made by Erin. Motion approved (4/0).

Project Manager Report-Leigh Ann Vradenburg:

See attached. Leigh Ann updated the board on the following:

1. Chiloquin Community Fire Project – Leigh Ann updated the board on the Project, and in particular the 242 Fire that burned 14,473 acres in September.
 - a. Partners including USFS, Oregon Department of Forestry, ODFW, Klamath County Emergency Management, NRCS, FSA, and Worksource discussed available resources at a community meeting on October 1. They are still pursuing recovery and restoration funding, and FSA looks to be a good source for things such as reforestation, but that availability is still unknown. OWEB is also developing a small program for the fire-impacted areas, and Leigh Ann will be following the details on that.
 - b. Roger suggested that this might be an opportunity to hire additional staff to deal with the expanding forestry and fire work. Bill briefly discussed the OWEB budget outlook that, while better than originally forecast, is still short of previous years. Bill was concerned that the uncertain nature of COVID-19 and this primary funding source would make it risky to take on additional staff right now. Roger suggested that the board could discuss the direction of the organization in a special meeting.
 - c. The areas that Leigh Ann is working on for thinning and brush clearing with the remainder of the OWEB restoration grant were adjacent to the fire but were not impacted; work will begin on those in November. Leigh Ann will likely pursue another OWEB restoration grant in the spring if they are offered.
 - d. Leigh Ann closed out the OWEB TA grant that had funded outreach and planning for the last few years, and she has been invited to submit a full proposal to Coalitions & Collaboratives to fund capacity for her to continue these outreach and administrative efforts for the fuels reduction work around Chiloquin.
 - e. Although the RCPP AFA application, which included Chiloquin as one of four focus areas, was not awarded, partners will be meeting to discuss whether or not to convert the application to a Classic RCPP application and submit it this November.
2. Weeds – The weed spraying season is over for 2020. Leigh Ann reported 858 gross acres / 85.1 net acres treated across 16 landowners for the combination Sprague River and Keno RAC grant. There were 177 gross acres / 38 net acres treated across 3 landowners for the Lost River grant. The latter was not awarded until late July, so most of the season was gone or already dedicated elsewhere, but Leigh Ann plans to do more outreach in the spring to get more Lost River signups. The ODA yellow flag iris grant will expire in the spring, so Leigh Ann hopes to spray at Lakeside Farms again early to expend the remainder of that grant.
3. Leigh Ann provided a brief update on a few other projects. The OWEB stream classification project will be wrapped up for the season with a meeting in November.

The field season went well, and Leigh Ann will be closing out the first grant later this winter. The Nonella off-stream watering grant has been closed out. The South Fork Sprague project on the Miller property is moving forward now that the cultural resource surveys have been complete; however due to the coming winter, the landowner will be waiting until April to drill their well and begin work. The Lost River Ranch has a fencing plan that will start being implemented later this winter after the cultural resources compliance has been completed. Lakeside Farms is moving along with design discussions.

Executive Director Report (Part 2) -Bill Lehman:

1. Bill covered his USFWS Partners project at Lonesome Duck that included riparian fencing and planting.
2. Bill discussed his planned project on the Ganong property where USFWS Partners funding will be used to provide some additional structures for erosion control and to provide instream habitat.

Other

Bill discussed the paid time off (PTO) policy as it applies to carryover from calendar year to year. It is currently capped at 120 hours, although the policy also states that employees can only be paid for a maximum of 80 hours should they leave. Bill requested a one-time increase to 200 hours for him at the end of 2020 so that he would not lose the time that he had been unable to take this year. A motion to approve the one-time increase of PTO carryover from 120 to 200 was made by Erin; second made by Steve. There was discussion regarding the proposal and the associated policies and procedures. Bill noted that the policies had not been reviewed since 2015 and should be reviewed again. Motion approved (3/1).

An agenda item will be added for the January meeting to review payroll policies and procedures.

Meeting adjourned at 6:00 pm

Next meeting-TBD

Minutes submitted by: Leigh Ann Vradenburg