



Working Together for Watershed Health

Calapooia Watershed Council Board of Directors Meeting Minutes

The Calapooia Watershed Council held their regular Board Meeting on Wednesday April 8th, 2020 via Zoom teleconferencing (due to Covid-19 Measures.)

The following members of the Board of Directors were present:

Heather Medina Saucedo

Mark Running

David Lawlor

Aimee Addison

Dee Swayze

Matt Mellenthin

Jim Merzenich

John Joiner

The following members of the Board of Directors were absent:

Nate Meehan

Rick Jones

Jim Wagner

The following were also present at the meeting:

Collin McCandless, Executive Director

Kristen Daly, Education Program Manager

Cris Salazar, Habitat Restoration Program Manager

Sarah Norton, Outdoor School Coordinator

Anna Le, Assistant Outdoor School Coordinator

Fiona Julian, Operations Coordinator

Collin McCandless presided over the meeting. Fiona Julian recorded the minutes.

AGENDA ITEM: Approval of February Board Meeting Minutes

Aimee Addison moved to approve the minutes as presented. Matt Mellenthin seconded the motion. The minutes were approved 6:0

Heather Medina Saucedo abstained from the vote due to not having reviewed the minutes. John Joiner Joined after the Minutes review.

AGENDA ITEM: Review of Financials & Briefing on Current Financial Position

Aimee Addison reviewed the financials with the Board and explained that the Management Committee had met the previous week to discuss how the finances were looking in light of Outdoor School being cancelled for the season. Aimee explained that the council is in a better position than some other nonprofits in part due to our council capacity grant funding, in addition to project management grant funding previously obtained.

Heather moved to approve the financials. David seconded the motion. The motion was approved 8:0

Fiona provided an overview of the Paycheck Protection Program (PPP) being offered by financial institutions as part of the Covid-19 Stimulus Package being implemented by the Federal Government. Fiona explained that

the PPP was a loan that we can apply for that may cover the cost of two and a half times of monthly payroll and associated costs. Fiona stated that her understanding was that if the organization did not cease operating within the next year or so, the loan would convert to a grant and would not require repayment. Fiona explained that the Management Committee provided a preliminary vote for CWC to apply for the PPP, and therefore she stated that she had successfully submitted an application with the requisite documents on Friday, April 3rd which was when the application period opened. Aimee provided further clarification stating that at the end of the eight weeks the loan is intended to cover, recipients are required to submit their proof of expenses to the lender for review. Aimee continued that if the proof of expenses totals less than the original loan, the excess amount provided to the applicant would require repayment. Aimee informed the Board that the first six month repayment period is at zero interest, after which an interest rate of one percent would go into effect.

Aimee requested the Board retroactively approve the PPP application.

Mark Running moved to approve the submission of the PPP application for CWC. Matt Mellenthin seconded the motion. The motion was approved 8:0

AGENDA ITEM: Education Program Updates

Kristen announced that with the schools being closed for the remainder of the school year, Outdoor School is also cancelled. Sarah introduced the newly hired Assistant Outdoor School Coordinator Anna, and explained that Anna is now heading up our social media presence along with helping adapt and create ODS lessons for online access. Sarah also shared that Cindy Drouhard has been extremely supportive of the Youth Education Program and has been working with the Education team to promote the livestream videos that Anna has begun hosting. Anna requested that the Board help spread the word about the livestreams, and online resources if possible, and informed the Board that the plan is to host two livestreams a week on both Instagram and Facebook, on Monday and Wednesday at 2pm. Anna also explained that there was an opportunity for viewers to ask questions of herself and the partners co-hosting the themed presentations. Anna shared that this past week's livestream featured Emma from ODFW, and that they will be repeating the presentation due to the video not saving for sharing later. Fiona stated that she had fielded a request from Jenny with the Marion Soil and Water Conservation District for the video. Heather asked who the target audience was for the livestreams and shared that she was confused about that. Sarah responded that the lessons are geared toward fifth and sixth graders and would be sure to make that clearer. Sarah also shared that GAPS have been sharing the online education resources that the CWC has been developing and making available. Collin encouraged the Board to try and view the livestreams. Heather stated that she had visited the CWC website and ODS page for the materials and stated that she felt the lessons were too advanced for parents to lead and suggested trying not to aim too high with the materials. Heather continued that she had attempted to make the play dough recipe that had been posted with her children and it was unsuccessful resulting in some disappointment. Kristen shared that she was working with an Education intern from OSU who would normally be a station leader at ODS, but that they could help with specifying the age ranges for our materials, and that these new materials and work that is happening with the Education Program is broadening the scope of what our original programs were. Aimee asked when the last time the council had applied for a Doris and Bill Scharpf Foundation grant to which Collin responded that it had not been in the past couple of years but had reached out to the foundation as it was still in development when the last CWC application was submitted. Aimee encouraged the council to apply and explained that the application is a simple one page submission and that the funds disbursement happens at the beginning of June. Collin requested clarification that this was the application and not an intent to apply submission. Aimee continued that the foundation is looking at supporting organizations with their immediate needs related to the Covid-19 crisis, and posed the question as to what those might be for the council. Heather offered that the online lessons and materials were related to the current circumstances and would therefore qualify. Aimee added that the additional work being required of staff to create and publish these materials in addition to the livestream presentations would also qualify for

eligible expenses for the grant. Aimee also explained that United Way are also offering small grants up to \$5,000, also for immediate needs. Aimee continued that a large focus for the school districts currently is the emotional health and wellbeing of students. Collin stated that if the school districts are putting together care packages for students that perhaps we could have a part to play with that. Aimee suggested that books in English and Spanish could be helpful if they were not curriculum related and more entertainment focused, and that either of these grants could be used for that purpose.

AGENDA ITEM: Restoration Program Updates

Collin provided an update on a conversation he had participated in with Cris Salazar and OWEB regarding grant application and funding changes. Collin explained that Small Grant applications can still be submitted but all Fall 2019 applications are now on hold, even if the grant was awarded Collin continued, the disbursement of funds would still be withheld for the time being. Collin also shared that the eDNA grant that Cris had submitted was most likely going to be funded. Collin explained that FIP funding will continue as scheduled, along with any other signed Grant Agreements. Collin explained that OWEB didn't have a lot of answers at this time and that the folk there were concerned about making projections, particularly with lottery funding decreasing, which Collin explained is what is mainly used to fund restoration grants through OWEB.

Cris provided an update on the Wild Winter Steelhead Monitoring project and stated that the techs had counted twenty redds today which makes a total of sixty so far and that we are only half way through the season. Cris explained that restoration field work was suspended on March 22nd, and that a plan was developed to continue the survey work which resulted in the decision to drop the floating surveys as Covid-19 distancing measures could not be adhered to. Cris clarified that the techs are able to continue the hiking surveys. Cris informed the Board that the screw trap was still being regularly checked. Cris provided an update on the grants he has been working on and submitting, the largest of which he explained was the Erion Phase II project at Tub Run which was for a wet and dry Prairie habitat. Cris explained that he had a small OWEB grant in for a three-acre revegetation project at Bryant Park and will assist Collin in another FIP application for Bowers Rock. Cris shared that the current main challenge is finding a strategy to complete the restoration work, particularly with contractors. Cris shared the policy document from one of our contractors to discuss concerns with it. Cris stated he is working with other watersheds to collaborate around this. Collin explained that Bowers Rock restoration will hopefully still happen this summer. Cris shared that he continues to work with Lance Gatchell on the Upper Calapooia Steelhead Enhancement project and that it has been a longer process than anticipated but Cris explained he has almost completed compilation of the bid documents which should be ready next week. Cris also stated that they are going to hold virtual project tours so that the process is not held up any further.

Cris explained that with all state parks currently closed, it posed a problem for a couple of CWC projects and accessibility, notably at Truax Island where this would be the first spring since revegging and that this first spray was crucial for such projects. Jim Merzenich shared that he had just sprayed 2500 trees and so the council would need to move really fast if looking to accomplish release sprays this spring. Matt stated that the CWC should apply for a relief spray permit now and that it can be proposed that the financial investment in the project would be a large loss if not permitted access to spray, much like the concessions being afforded to agricultural farmers. Heather cautioned that the farmer allowances for being able to continue their operations was because they were feeding America. Collin said it would be worth doing a cost evaluation to determine if it would be a larger financial loss to miss the spray or pay extra funds for covering extra time and crew members to be able to spray the site while observing appropriate distancing measures, which Matt explained was happening with several Portland area organizations. Matt explained that allowances were being made for mileage reimbursement when crew need to take their own vehicles as well as paying for the extra time it takes crew members to clean and manage PPE at the site. Matt explained that this works out to approximately one extra crew member a day in compensation. Collin stated he will be continuing to work on the contractor policy

with Cris and Rosario Franco and then will present the council's position to the contractor and report back to the board with those developments.

The meeting adjourned at 5:20pm