



Pend Oreille Conservation District  
Regular Board Meeting MINUTES: 6/20/2023

Meeting Start – 4:04 PM

In attendance at Kalispel Camas Center - **George Stuivenga**, Board Supervisor – Chair; **Randall Leestma**, Board Supervisor; **John W. Floyd**, Board Supervisor; **Jon Paul Driver**, Board Supervisor; **Mary Malone**, POC Weed Board; **Stephen Allen**, POCD EOA Coordinator; **Alex Case-Cohen**, POCD District Manager; **Denise Stuivenga**, POC Landowner

In attendance via “Zoom”: **Robert Rosencraft**, POCC; **Mark Simpson**, NRCS; **Michael Lithgow**, KNRD

Official Action Items				
Motion	Motion made by:	Motioned seconded by:	Decision	Attachment
Motion to approve agenda	John W. Floyd	George Stuivenga	Carried	A
Motion to approve 5/16/2023 regular meeting minutes as amended.	George Stuivenga	John W. Floyd	Carried	B
Motion to approve 5/25/2023 special board meeting minutes as amended.	John W. Floyd	Randy Leestma	Carried	C
Motion to approve Osborn Consulting Second Amendment	John W. Floyd	George Stuivenga	Carried	D
Motion to approve proposed organizational chart			Deferred	E
Motion to approve SCC Contract K24-38	John W. Floyd	Randy Leestma	Carried	G
Motion to approve Far Corner Communications Third Amendment	John W. Floyd	Randy Leestma	Carried	F
Motion to approve May 2023 Treasurer’s Report	Randy Leestma	John W. Floyd	Carried	H
Meeting Adjourned at 6:12 PM				

**Partner Reports****Name, Robert Rosencraft, POCC**

The commissioners were unanimous that Alex would be a representative for the districts and will need to speak with the commission about the vision of the conservation district. The flourishing of the salmon will be in concurrence with the agricultural goals of the Little Spokane Watershed. Mike Lithgow discussed that the Spokane Tribe wants to be the lead entity coordinator for the project. POCC is the lead entity coordinator for Pend Oreille County Watershed. Does POC support the Spokane Tribe? The POC County Commissioner will need to sign a resolution to make this determination. Robert Rosencraft concurs that this decision is a big decision and would like to have a meeting with Mike, Alex and all 3 commissioners to discuss this issue and the project goals before it is brought to the board.

**Name, Mark Simpson, USDA NRCS**

Mark Simpson discussed that he is currently working on multiple cost-share contracts and is awaiting approval for a 4th contract in July. A current issue with a previous contract update: Steve Wilson has appealed to a federal court ruling and NRCS is awaiting the result of the appeal. Mark further discussed certification of contracts, but they were postponed until recently, so payments are somewhat delayed. On Saturday June 24<sup>th</sup> there will be a range & forest field day and he will be speaking at the event. Stephen Allen offered to coordinate with NRCS co-tabling field materials for the event desk at the range event and will follow-up with Mark before the event.

**Name, Mike Mumford, WACD**

Is not in attendance today.

**Name, Mike Lithgow, KNRD**

Mike Lithgow discussed and elaborated on the forest and range event at the Indian Creek Community Forest Center. Mike also discussed that KNRD has been conducting some duck and goose banding in partnership with WDFW, which has yielded new data about duck populations in the region. Mike recently attended a forest service event and has resources for k-12 wildfire curriculum for interested parties. The additional plant nursery project partnered with POCC is also progressing and will be completed soon.

## Old Business

### **Osborn Consulting Second Amendment–**

See attachment D.

Alex Case-Cohen is proposing an additional amendment for \$5000 in follow up work on the current projects that Osborn is working on for the POCD. These costs are for permit submissions. **John W, Floyd motions to approve, George seconds the motion, motion carried.**  
*(To do Item) Mike is developing and RFP and would like POCD to send the RFP for the Pend Oreille Watershed to Osborn.*

### **RCO Learning Grant– (no attachment)**

Stephen Allen discussed the imminent completion of the RCO OLG grant with the intent of utilizing the grant to start the POCD Wilderness Project, which is a partnership with KNRD and the Pacific Education Institute to support professional development and field experiences for outdoor learning in Pend Oreille County. Stephen further discussed the need to narrow and target the initiative strictly to just workshops and field trips due to funding limitations of the grant. POCD will seek out more funding to expand the project and incorporate the Westover property in 2024. There will be an update about the project funding and start in September of 2023. Mike Lithgow expressed his excitement and anticipation for the start of the project and looks forward to seeing teachers and students at the ICCF in the coming years.

### **Discussion: Plan for start of FY2024–**

See attachment E.

Alex Case-Cohen proposed holding a special meeting later to discuss the addition of new staff and beginning that process. Alex would like to discuss the organizational chart in respect to the current staff and additional staff. See attachment. In summary this will result in the hiring of 2 more full-time staff and 1 part-time staff. Alex referred to the annual plan to fund the additional hires and will be provided. (To do) create a when to meet poll to create a special meeting for 28<sup>th</sup>, 29<sup>th</sup> or July meeting.

## New Business

Action Item– See attachment F. Far Corner Communications

Cecily has increased her compensation rate and will require approval till June 2025. **John W. Floyd motions to approve an amendment to not exceed 25,000 by June 2025, Randy seconds. Motion carried.**

Action Item – See attachment G. SCC Contract for FY24-25

Alex proposes to approve the SCC contract. **John W. Floyd motions to approve the contract, Randy Leestma seconds the motion. Motion carried.**

Action Item – Addition of Juneteenth as Paid Holiday

(To do) identify whether other CDs are making a paid holiday. The board will evaluate the input of absent board members and the actions of other districts later to finalize a decision and potentially change the policy.

**Treasurer's Report for May**– *See attachment H*

(To do for the board) Revisit the employee handbook to evaluate current policies and potentially complete a revision process. Specifically, the appropriation of vacation time roll-over and selling hours.

Randy Leestma moved to approve, John W. Floyd seconds. Motion carried.

**Operations Report** – *Alex Case-Cohen, See Attachment I*

Meeting Adjourned: 6:12 PM

To Do List:

- **Mike Lithgow is developing an RFP and would like POCD to send the RFP for the Pend Oreille Watershed to Osborn.**

Alex Case-Cohen, POCD District Manager

George Stuiwenga, POCD Board Chair