



FY2022 (7/1/21 – 6/30/22) Annual Work Plan Pend Oreille Conservation District

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Mission of the Pend Oreille Conservation District

- *The mission of the Pend Oreille Conservation District is to protect and enhance all natural resources including, but not limited to: air, soil, forest, wildlife, water and land in the District for all people in the District through education, partnering, and implementation using best management practices and financial/technical assistance.*

Values of the Pend Oreille Conservation District

- *Conserving Natural Resources*
- *Keeping Farm and Forestland Continuous and Productive*
- *Public Service*
- *Partnership and Collaboration*
- *Outdoor Education*

Natural Resource Priorities (not ordered by importance)

Forest Health/Wildland-Urban Interface

- *Is this a state and or regional natural resource priority along with being a local priority? Yes*
- *Source of data relied upon to indicate the resource concern: Pend Oreille County Community Wildfire Protection Plan 2010 Update (March 2011); United States Department of Agriculture (USDA) Forest Service (September 2018) Colville National Forest Land Management Plan; USDA Forest Service (January 2015) Idaho Panhandle National Forest Plan; WRIA 62 Watershed Planning Unit (March 2005) Pend Oreille Watershed Management Plan; WRIA 55/57 Watershed Implementation Team (February 2008) Detailed Implementation Plan: Little and Middle Spokane River Basins, Water Resource Inventory Area 55/57; Title 76 Revised Code of Washington (RCW): Forest and Forest Products*
- *Other entities engaged in addressing this resource concern: Washington State Department of Natural Resources (DNR), United States Department of Agriculture (USDA) Natural Resource Conservation Service (NRCS); Kalispel Tribe of Indians; USDA Forest Service (FS), Washington State University (WSU) Extension, University of Idaho (U of I), University of Washington (UW), Consulting Foresters, Bonner County, Safari Club International, Qual Unlimited, Mule Deer Foundation*

Water Quality/Supply

- **Is this a state and or regional natural resource priority along with being a local priority?** Yes
- **Source of data relied upon to indicate the resource concern:** Department of Ecology (2011) Pend Oreille River Temperature Total Maximum Daily Load (TMDL): Water Quality Improvement Report; United States Geological Survey (USGS) National Water Information System along the Little Spokane River and the Pend Oreille River; WRIA 62 Watershed Planning Unit (March 2005) Pend Oreille Watershed Management Plan; WRIA 55/57 Watershed Implementation Team (February 2008) Detailed Implementation Plan: Little and Middle Spokane River Basins, Water Resource Inventory Area 55/57
- **Other entities engaged in addressing this resource concern:** Pend Oreille County Public Utility District (PUD), USDA Natural Resource Conservation Service (NRCS); Kalispel Tribe of Indians; Pend Oreille County Community Development and Weed Board, Washington State Department of Ecology (DOE), non-governmental organizations (Ducks Unlimited, Trout Unlimited, Audobon Society, etc.) WSU Extension, Whitworth University

Agricultural Land/Soil Preservation, Enhancement and Management

- **Is this a state and or regional natural resource priority along with being a local priority?** Yes
- **Source of data relied upon to indicate the resource concern:** Pend Oreille County (2018) Pend Oreille County Voluntary Stewardship Program (VSP) Work Plan; WRIA 62 Watershed Planning Unit (March 2005) Pend Oreille Watershed Management Plan; WRIA 55/57 Watershed Implementation Team (February 2008) Detailed Implementation Plan: Little and Middle Spokane River Basins, Water Resource Inventory Area 55/57; USDA NRCS Web Soil Survey Data
- **Other entities engaged in addressing this resource concern:** NRCS, POC VSP Work Group; WSU Extension, Kalispel Tribe of Indians, Pend Oreille County Community Development and Weed Board, Farm Service Agency, Northeast Washington Soil Health Stewards, local farmers and ranchers

Lifelong Education of People on Conservation and Natural Resources

- **Is this a state and or regional natural resource priority along with being a local priority?** Yes
- **Source of data relied upon to indicate the resource concern:** Department of Ecology (2011) Pend Oreille River Temperature Total Maximum Daily Load (TMDL): Water Quality Improvement Report; United States Geological Survey (USGS) National Water Information System along the Little Spokane River and the Pend Oreille River; WRIA 62 Watershed Planning Unit (March 2005) Pend Oreille Watershed Management Plan; WRIA 55/57 Watershed Implementation Team (February 2008) Detailed Implementation Plan: Little and Middle Spokane River Basins, Water Resource Inventory Area 55/57; NRCS Web Soil Survey Data; Pend Oreille County (2018) POC VSP Work Plan
- **Other entities engaged in addressing this resource concern:** Washington Department of Fish and Wildlife, United States Fish and Wildlife, Pend Oreille PUD, non-governmental organizations [Selkirk Alliance for Science(SAS), Ducks Unlimited, Trout Unlimited, Audobon Society, etc.], NRCS, POC VSP Work Group; WSU Extension, Kalispel Tribe of Indians, Pend Oreille County (POC) Community Development and Weed Board

Air Quality

- ***Is this a state and or regional natural resource priority along with being a local priority? Yes***
 - ***Source of data relied upon to indicate the resource concern: Department of Ecology (June 2019) 2019 Ambient Air Monitoring Network Plan***
 - ***Other entities engaged in addressing this resource concern: DOE, SAS, Kalispel Tribe of Indians***
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Program Areas: Natural Resource Programs

I. Forest Health/Wildland-Urban Interface

Goals:

- A. Refer landowners to DNR and NRCS cost share programs and technical resources to address forest health resource concerns
- B. Foster local and regional DNR, WSU Extension, NRCS and other forestry agency partnerships to accomplish fire-adaptive community goals
- C. Data analysis and ground-truth BMP implementation

Natural Resource Measurable Result Objective:

- Refer POC landowners to DNR programs and resources, resulting in the treatment of 60 acres of forest land (10% increase from POCD's 2017 FireWise treatment acres)

Programmatic Measurable Result Objective

- 25% of DNR program referrals result in forest health BMP implementation
- DNR attends at least two POCD regular board meetings
- Coordinate/host POC Conservation Forum
- Create a forest health management workshop with local partners

Funding Source(s): Washington State Conservation Commission (WSCC) Implementation (IM) and Natural Resources Investment (NRI) Funds, DNR, VSP

Goal	Activities for FY2022	Target Dates	Person Responsible	Hours (Days) Required	Estimated Funding
<i>Refer landowners to cost share programs and technical resources to address forest health resource concerns</i>	<i>Send technical assistance resources via email, over-the-phone, and in-person. Track response rates on referral spreadsheet</i>	<i>N/A</i>	<i>Alex Case-Cohen</i>	<i>16 (2)</i>	<i>\$600.00</i>
<i>Foster local and regional partnerships</i>	<i>Coordinate and host POC Conservation Forum, encourage DNR attendance at 2 board meetings, facilitate inter-agency forest health workshop</i>	<i>N/A</i>	<i>Alex Case-Cohen</i>	<i>100 (12.5)</i>	<i>\$4,000.00</i>
<i>Data analysis and ground-truth previous BMP implementation</i>	<i>analyze existing DNR Forest Health Tracking Tool, verify on-the-ground BMP Implementation</i>	<i>N/A</i>	<i>TBD</i>	<i>80 (5)</i>	<i>\$2,000.00</i>
			Total		\$6,600.00

II. Water Quality

Goals:

- A. *Successfully implement water quality best management practices through current water quality grants and programs which include:*
 - 1. *The Pend Oreille PUD Erosion Control and Cottonwood/Riparian Planting Program*
 - 2. *The WSCC NRI Program*
 - 3. *The DOE Aquatic Invasive Plant Water Quality programs for both Bead Lake and Flowering Rush projects*
 - 4. *Monitor and catalog previously implemented*
- B. *Monitor previously implemented water quality protection/enhancement projects*
- C. *Coordinate with other local agencies to increase outreach, participation and implementation*
- D. *Write and receive a water quality Centennial Grant from Department of Ecology*

Natural Resource Measurable Result Objective:

- *Implementation of 5 shoreline stabilization projects resulting in approximately 800 ft. of stabilization*

Programmatic Measurable Result Objective

- *Generate 10 additional technical/financial assistance requests for FY2023 shoreline stabilization water quality work*
- *Form partnership with Spokane County Conservation District to create plan to address Little Spokane River TMDL*
- *Survivability and project lifespan monitoring for 45 previously implemented cost share projects dependent upon staff availability*

Funding Source(s): *Pend Oreille County, WSCC IM and Conservation Technical Assistance (CTA) Funds*

Goal	Activities for FY2022	Target Dates	Person Responsible	Hours (Days) Required	Estimated Funding
<i>Successfully implement water quality best management practices through current water quality grants and programs</i>	<i>Complete program outreach, technical/financial assistance, implementation, for all current NRI, PUD and DOE funded water quality projects for 5 shoreline stabilization projects</i>	<i>N/A</i>	<i>Alex Case-Cohen</i>	<i>216 (27)</i>	<i>\$8,000.00</i>
<i>Monitor previously implemented projects</i>	<i>On-site monitoring and reporting created for all DOE, NRI, PUD and IM projects completed since June 2015</i>	<i>N/A</i>	<i>TBD</i>	<i>216 (27)</i>	<i>\$5,000.00</i>
<i>Coordinate with local agencies to increase outreach, participation and implementation</i>	<i>Facilitate inter-agency site visit along the Little Spokane River with DOE and Spokane Conservation District, formulate plan for campaign</i>	<i>N/A</i>	<i>Alex Case-Cohen</i>	<i>80 (10)</i>	<i>\$3,000.00</i>
<i>Write and receive Centennial Grant with DOE</i>	<i>Determine partners, formulate plan, complete and submit grant application</i>	<i>10/15/2021</i>	<i>Alex Case-Cohen</i>	<i>80 (10)</i>	<i>\$3,000</i>
		Total			\$19,000.00

III. Agricultural Land/Soil Preservation, Enhancement and Management

Goals:

- A. *Successfully implement the POC VSP Work Plan*
 - 1. *Program Admin Support and Project Management*
 - 2. *Technical Assistance/Farm Planning*
 - 3. *Outreach and Marketing*
 - 4. *Create Robust Monitoring/Reporting Plan*

Natural Resource Measurable Result Objective:

- *Implementation of individual stewardship plan projects resulting in over 250+ acres critical area/agricultural intersect.*

Programmatic Measurable Result Objective

- *Reach all measurable annual goals and benchmarks outlined in the work plan*
- *Complete all reporting requirements*
- *Conservation Planner Certification*

Funding Source(s): WSCC VSP Funds

Goal	Activities for FY2022	Target Dates	Person Responsible	Hours (Days) Required	Estimated Funding
<i>Successfully implement the POC VSP Work Plan</i>	<i>Program administration and work group coordination</i>	<i>N/A</i>	<i>Alex Case-Cohen</i>	<i>270 (33.75)</i>	<i>\$10,000.00</i>
	<i>Technical Assistance/Farm Planning</i>	<i>N/A</i>	<i>Alex Case-Cohen</i>	<i>300 (37.5)</i>	<i>\$15,000.00</i>
	<i>Monitoring/Reporting</i>	<i>N/A</i>	<i>TBD</i>	<i>667 (83)</i>	<i>\$30,000.00</i>
	<i>Outreach and Marketing</i>	<i>N/A</i>	<i>TBD</i>	<i>240 (30)</i>	<i>\$8,500.00</i>
				Total	\$63,500.00

IV. Lifelong Education of People on Conservation and Natural Resources

Goals:

- A. Increase natural resource education and opportunities through POC schools and existing social media platforms*
- B. Expand social media into other platforms*
- C. Host at least 1 additional in-person event*
- D. Apply for and receive one environmental education grant*

Programmatic Measurable Result Objective

- Engage with over 5,000 users annually through social media platforms*
- Provide technical assistance as requested and track in the TA/CS master spreadsheet or other tracking tools*
- Engage with the community at more than 3 local events*

Funding Source(s): WSCC VSP, IM and CTA funds

Goal	Activities for FY2022	Target Dates	Person Responsible	Hours (Days) Required	Estimated Funding
<i>Increase natural resource education and opportunities through POC schools and existing social media platforms</i>	<i>Engage with local schools through workshops and in-the-field exercises, continually post to a variety of social media platforms, share information with all participants</i>	<i>N/A</i>	<i>TBD</i>	<i>240 (30)</i>	<i>\$8,500.00</i>
<i>Expand social media into other platforms</i>	<i>Determine which platform will reach the largest audience and expand there</i>	<i>N/A</i>	<i>TBD</i>	<i>100 (12.5)</i>	<i>\$3,500.00</i>
<i>Host at least 1 additional in-person event</i>	<i>Determine topic of interest and locations. Facilitate from planning to event completion</i>	<i>N/A</i>	<i>TBD</i>	<i>100 (12.5)</i>	<i>\$3,500.00</i>
<i>Write and receive Centennial Grant with DOE</i>	<i>Determine partners, formulate plan, complete and submit grant application</i>	<i>10/15/2021</i>	<i>Alex Case-Cohen</i>	<i>80 (10)</i>	<i>\$3,000</i>
				Total	\$18,500.00

V. Air Quality

Goals:

- A. Maintain and expand where possible, the POCD Air Quality Monitoring (AQM) Program in Pend Oreille County*
- B. Market the AQM Program and generate additional unit hosting sign ups and general program support sign ups*

Programmatic Measurable Result Objective

- Add at least 2 Purple Air Monitoring Units within the County*
- Search for and potentially apply for grant funding*
- Ensure that the majority of units are operational*

Funding Source(s): WSCC IM and POCD General Fund

Goal	Activities for FY2022	Target Dates	Person Responsible	Hours (Days) Required	Estimated Funding
<i>Maintain and expand where possible, the POCD AQM Program in POC</i>	<i>Partner with local agencies, including DOE and Selkirk Alliance for Science to expand the program.</i>	<i>N/A</i>	<i>TBD</i>	<i>80 (10)</i>	<i>\$3,000.00</i>
<i>Market the AQM program and generate additional unit hosting sign-ups and general program support sign-ups</i>	<i>Research potential air quality monitoring programs at the state and federal levels that can provide funding and educational opportunities for air quality outreach and technical assistance.</i>	<i>N/A</i>	<i>TBD</i>	<i>80 (10)</i>	<i>\$3,000.00</i>
		Total			\$6,000.00

Program Areas: District Operations

Goals:

- A. *2021 WSCC CAP compliance requirements met*
- B. *Manage Financials and Required Reports*
- C. *POCD Building Renovations and Inventory*
- D. *Program Management Training*
- E. *Update Policy and Procedural Manuals completed and approved by POCD Board*
 - 1. *Establish Operations/Procedure Manual*
 - 2. *Establish Property Management Plan*
 - 3. *Edit/Finalize Personnel Policy*

Programmatic Measurable Result Objective

- *Score at least 13/15 on the WSCC 2021 CAPP checklist by June 30, 2022*
- *Meet all financial reporting monthly, quarterly and annual deadlines*
- *Provide complete board packet for POCD board members no later than 6 days prior to regularly scheduled board meetings*

Funding Source(s): WSCC IM Funds, General Funds

Goal	Activities for FY2022	Target Dates	Person Responsible	Hours (Days) Required	Estimated Funding
<i>2021 WSCC CAPP compliance requirements met</i>	<i>Achieve at least a 13/15 compliance standards</i>	<i>N/A</i>	<i>Alex Case-Cohen</i>	<i>300 (37.5)</i>	<i>\$11,500</i>
<i>Manage Financials and Required Reports</i>	<i>Complete POCD monthly, quarterly and annual financial management checklists</i>	<i>N/A</i>	<i>Alex Case-Cohen and Candy Roman</i>	<i>525</i>	<i>\$18,375.00</i>
<i>Program Management Training</i>	<i>Complete at least half of required Program Management Training requirements</i>	<i>N/A</i>	<i>Alex Case-Cohen</i>	<i>100 (12.5)</i>	<i>\$4,000.00</i>
		Total			\$33,875.00



FY2022 Annual Budget Pend Oreille Conservation District

FY2022 Estimated Income

Fund	Staff & Office Funding	Project Funding	Sub-totals
WSCC IM	\$95,600	TBD (amended as needed)	\$95,600.00
POC VSP	\$73,200	\$39,900	\$113,100.00
NRI	\$12,500	\$37,500	\$50,000
DOE Water Quality Aquatic Invasive Program	\$1,000.00	\$10,000.00	\$11,000.00
PUD Erosion Control – Cottonwood Plantings	\$5,000.00	\$55,000.00	\$60,000.00
Building Rent	\$11,280.00	TBD (amend as needed)	\$11,280.00
General Fund	\$70,000.00		\$70,000.00
Totals	\$281,080	\$142,400	\$410,980.00

FY 2022 Estimated Expenses

Fund	Staff & Office Expenses	Project Expenses	Sub-totals
Salaries & Benefits	\$147,475.00	TBD (amended as needed)	\$147,475.00
Contracted Services	\$10,000.00	N/A	\$10,000.00
Supplies	\$5,000.00	N/A	\$5,000.00
Utilities & Subscriptions	\$10,000.00	N/A	\$10,000.00
Travel	\$5,000.00	N/A	\$5,000.00
Cost Share Allocations	\$0.00	\$142,400.00	\$142,400.00
Dues and Misc. Expenses	\$23,000.00	\$0.00	\$23,000.00
Renovations	\$50,000.00	\$0.00	\$50,000.00
Totals	\$250,475.00	\$142,400.00	\$392,875.00

FY2022 Estimated Balance

Balance	\$30,605.00	\$0.00	\$18,105.00
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