



**Pend Oreille Conservation District
9-29-23 Special Board Meeting MINUTES:**

Meeting Start – 1:02pm

In attendance at the Camas Center: Alex Case-Cohen, POCD District Manager; George Stuvenga, POCD Board Supervisor; John W. Floyd, POCD Board Supervisor; Jon Paul Driver, POCD Board Supervisor; Randy Leestma, POCD Board Supervisor; Mary Malone, POC Weed Board.

In attendance via “Zoom,”: Robert Rosencratz, County Commissioner; Mike Mumford, POCD Supervisor.

Official Action Items				
Motion	Motion made by:	Motioned seconded by:	Decision	Attachment
Motion to approve agenda and take items out of order	Jon Paul Driver	Randy Leestma	Carried	A
Conservation Ag. Specialist Position	Randy Leestma	Jon Paul Driver	Carried	
Stewardship Forester Position	Jon Paul Driver	Randy Leestma	Carried	
Natural Resource Specialist Position	Jon Paul Driver	Randy Leestma	Carried	
Interim District Manager Position	Jon Paul Driver	Randy Leestma	Carried	
Current District Manager Health Benefits	Mike Mumford	Jon Paul Driver	Carried	
Addendum for Forest Health & Wildfire Resiliency Program	Jon Paul Driver	Mike Mumford	Carried	B, C
PSA No. 20230929_01 Agreement w/ POC Weed Board	Jon Paul Driver	Randy Leestma	Carried	D

20230929_FE PSA POCD Amendment 3 Osborn Consulting	Jon Paul Driver	Randy Leestma	Carried	E, F, G
PSA No. 20230919_01 Sewell & Associates for Pelkie/Pieroni Project.	Randy Leestma	Jon Paul Driver	Carried	H, I
Meeting Adjourned at 3:12 PM				

Partner Reports

Robert Rosencratz, County Commissioner

(No Report.)

Mary Malone, POC Weed Board

(No Report.)

- **Public Session End: 1:09 pm**
- **Executive Session Start: 1:10 pm, Executive Session End: 1:35 pm**
- **Public Session Start: 1:36 pm, Public Session End: 1:37 pm**
- **Executive session Start: 1:38 pm. Executive Session End: 1:53 pm**

Business

- **Action Item: Stewardship Forester Position, no attachment.**
 - 1 applicant that was qualified but lacking direct experience.
 - The board proposes to offer Priya this position to the candidate at a base salary of 57.5k with an option to negotiate that cap at 60k.
 - **Friendly Amendment:** Remote from Oct. 16 until mid-November not to exceed 20 hours a week during remote time.
 - **Jon Paul Driver motions, Randy Leestma Seconds Motion carried.**
- **Action Item: Conservation Ag. Specialist Position, no attachment.**
 - Conservation Ag Specialist to be hired full-time permanent starting at 50k base salary per year. (Amanda Collin) to begin no later than Dec 1st.
 - **Randy Leestma motions Jon Paul Driver Seconds, Motion Carried**
- **Action Item: Natural Resource Specialist Position**
 - Keaton Martin will be hired at 50k base annual salary as a temporary full-time employee that will be re-evaluated for transitioning from a temporary to permanent employee to be determined at the June 2024 board meeting.
 - **Jon Paul Driver motions, Randy Leestma seconds. Motion Carried.**
- **Action Item: Interim District Manager. no attachment.**
 - The board evaluated the qualifications & the determination is to approve the hiring of an interim operations director (the professional services contract will be addressed later, and the interim director will be managing staff in the absence of the District Manager

- *Mike moves to negotiate with the weed board to increase Mary's sharing with POCD as an operations director at which time the director will provide day to day supervision of POCD staff during the absence of the District Manager.*
 - ***Jon Paul Driver motions, Randy Leestma Seconds, Motion carried.***
- **Action Item: Current District Manager Health Benefits, no attachment.**
 - The District Manager will transition at a rate of 25%/75% (POCD/SCD) in October 50/50% in November and 75/25% (SCD/POCD) phase out in December.
 - Alex Proposal: Healthcare as an essential need, requests that coverage be maintained at 100% between the POCD and SCD at a negotiated shifting rate as proposed by Alex. Corresponding w/ transitional attendance at each CD.
 - *Mike Mumford proposes that POCD Negotiates with SCD to covers 100% and bills POCD for proposed (75, 50, 25) percentages. After confirmation from SCD, POCD will propose to complete the process.*
 - ***Mike Mumford motions, Jon Paul Driver seconds, motion carried.***
- **Action Item: Addendum Forest Health & Community Wildfire Defense Grant: (see attachment)**
 - 350k w/ 7 outcomes of those 4 tasks that are completing work (160K)
 - Alex discussed the funding items on the attachment and clarified details on training v. education.
 - ***Jon Paul motion, Mike Mumford seconds, motion carried.***
- **John Paul wanted to acknowledge the POCD Staff for acquiring this grant and Mike M wants to acknowledge the board for approving the expansion of positions within POCD.**
- **Action Item: PSA No. 20230929_01 Agreement, see attachment D.**
 - Mike Mumford would like the work performed to be clarified and added to the contract for review by the County Commissioner.
 - ***Jon Paul Driver motions, Randy Leestma seconded the motion, motion carried.***
- **Action Item: PSA No. 20230309_FE, see attachment E, F, G.**
 - Alex discussed the need to sign an amendment to the existing contract that allows POCD to move forward with the associated projects in 2024 contingent on funding availability regarding equipment staging and engineering coordination covering \$36k.
 - ***Jon Paul Driver motions, Randy Leestma seconds, motion carried.***
- **Action Item: PSA No. 20230919_01, see attachment H, I.**
 - Alex discussed the details of this item and the award that will cover the contract costs.
 - ***Randy Leestma motion, Jon Paul Driver seconds, motion carried.***

Meeting Adjourned: 3:12 PM

To Do List:

- **Address the Treasurers Report LOC Line Item from September Meeting**

Mary Malone, Executive Director

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George Stuvenga, POCD Board Chair

A handwritten signature in cursive script, appearing to read "George Stuvenga", written over a solid horizontal line.