



Pend Oreille Conservation District
Special Board Meeting Minutes: 05/25/2023

Meeting Start – 11:10 am

In attendance at WSU Extension Office - 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*; Corey Brenner, *Natural Resource Technician*

In attendance via Zoom: George Stuvenga, *Board Supervisor – Chair*; Randall Leestma, *Board Supervisor*; Mike Mumford, *Board Supervisor*.

Official Action Items				
Motion	Motion made by:	Motioned seconded by:	Decision	Attachment
Motion to approve agenda and take items out of order	John W. Floyd	Jon Paul Driver	Carried	A
Motion to approve the FY2024 Annual Plan	Mike Mumford	John W. Floyd	Carried	B
Motion to approve State Auditor’s Office Annual Report	Randy Leestma	Jon Paul Driver	Carried	C
Motion to approve Bradbury PUD Project	Mike Mumford	Jon Paul Driver	Carried	D,E,F
Motion to approve ExBabylon Nlaas <i>Amended</i> Proposal	Jon Paul Driver	John W. Floyd	Carried	(none)
Meeting Adjourned at 12:57PM				

New & Old Business

FY2024 Annual Plan – See attachment B.

Alex discussed moving habitat requirements to the Water Quality section but will be relocated in the annual plan at a future date. Alex reiterated the plan to hire a forester to support the county and funding will be provided through the fire resiliency program. John, Alex and Mike also agreed that our forester may be contracted out to the county to assist with county land projects. Alex assured the board that the goals under the Water Quality section of plan will be largely funded by July 1 and that the schedule for funding and completion is currently on track. Mike suggested that we encourage Kalispel Tribe Partners to attend board meetings.

Mike discussed some concerns about the organizational structure of new employees and would like a document articulating this structure for the next board meeting.

Mike suggested implementing more Firewise content into the adult outreach program. Alex also expressed the need for having an administrative coordinator on-site to increase productivity and help facilitate capacity both in the building and in the organization.

Jon Paul would like to get a measure of our overall budget v. other CDs in the state. **Mike suggested we research the tax liabilities of CD's v. other government agencies in the state.** The board would like to ensure we are not mishandling tax codes or taking on unnecessary liability. **Jon Paul recommends creating a report to measure our projected budget to the actuals of the money spent in the future. This will be to determine successes, failures and adjustments that can be made to capitalize on success and avoid future setbacks.**

Mike moves to adopt to accept the budget and adopt the annual plan as amended, John W. Floyd seconds the motion. Motion carried.

State Auditor's Office Annual Report– See attachment C.

Alex discussed the consideration that vouchers that we do not receive reimbursement for on schedule impacts our ability to accurately account for numbers during fiscal years. Mike also acknowledged this issue and requests that clarification on these issues be reiterated, and the CD will adjust accordingly.

Randy motions to approve the report, Jon Paul seconds the motion, motion carried.

Bradbury PUD Project – See attachment D, E, F.

Alex is proposing two projects based on the reimbursement changes to the cost-shares in the policy manual that Bradbury needs to be reimbursed based on qualified requirements being met. Alex proposes that we reimburse this project for erosion control. **Mike motioned, Jon Paul seconds the motions, Randy seeks clarification of application approval before voting on the motion. The board is approving the amendment of the application for funds as a pass through and approving the amended application now contract for reimbursement of funds in this same motion. Randy abstained; motion carried.**

McGuire PUD Project– See attachment G.

This application will be carried over to the next meeting once the contract is signed by the landowners.

ExBabylon NlaaS Proposal–

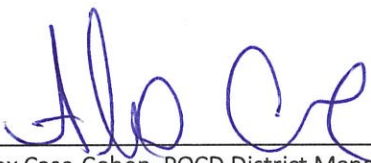
Mike, Alex and Stephen discussed getting a more detailed and itemized proposal before approving. **Jon Paul moves to carry the amended motion (points 1 & 3) John W. Floyd seconded the motion; Motion carried.**

Meeting Adjourned: 12:57 PM

Jon Paul Driver moved to adjourn, Mike Mumford Seconds,

To Do List:

- Create a draft organizational work chart for proposed new employee positions.
- Research tax liabilities of CD's v. other Government agencies.
- Create a bi-annual projected budget flow report template.


Alex Case-Cohen, POCD District Manager


George Stuijenga, POCD Board Chair