



**Pend Oreille Voluntary Stewardship Program  
Work Group Meeting Minutes: 6-18-2020**

**Meeting Start – 11:00 AM – 12:09**

**In attendance via Go To Meeting:** Renee Kinnick— *Washington Department of Fish and Wildlife*; Lisa Alkire— *POCD, POC Weed Board*; Alex Case Cohen— *POCD*; Mike Lithgow— *Kalispel Tribe of Indians*; John Small— *Anchor QEA Consulting*; Ben Floyd— *White Bluffs Consulting*; Levi Keesecker— *Washington State Conservation Commission*

Official Action Items						
Motion	Motion made by:	Motioned seconded by:	Decision	Who	What	By what date:
To approve Ben Floyd and John Small to assist with Part 1 of writing the VSP 5-Year Report	Mike Lithgow	TBD via email				
Reallocation of already approved \$5000 funds for spring development for watering facility	Mike Lithgow	TBD via email				

**Public Comments:** No comment received.

## 1. FY2021 Budget Proposal

VSP Budget FY 2021		Funds available: ~\$120,000	
Funding For:	Task	Monthly Rate	Rest of FY total
<b>Pend Oreille Conservation District</b>	Outreach	\$ 1,150.00	\$ 9,200.00
	Technical Assistance	\$ -	\$ -
	Admin & Finance	\$ 600.00	\$ 4,800.00
	Travel	\$ 250.00	\$ 2,000.00
	Implementaiton		
	Advertising/ Supplies	\$ 250.00	\$ 2,000.00
	Monitoring	?	?
	Workgroup		
	Coordination*	\$ 600.00	\$ 4,800.00
	Grant Management*	\$ 1,000.00	\$ 8,000.00
Overhead (20%)*	\$ 320.00	\$ 1,600.00	
<b>Pend Oreille County</b>	Community development staff outreach & work group support	\$ 350.00	\$ 2,800.00
	Admin & Finance	\$ 250.00	\$ 2,000.00
	Overhead (20%)	\$ 120.00	\$ 960.00
<b>Total</b>		<b>\$ 4,890.00</b>	<b>\$ 38,160.00</b>
<b>Cost Share Funds</b>			
Total Projects		Total Cost Share (75%) Allocated	
12		\$ 49,617.32	

- Reviewed above Budget
- Because we are unsure of how our funding will look in the biennium, Alex suggested waiting to hire a new employee that will be similar to a technical assistance.
- Mike Lithgow suggested not hiring another staff member but using those funds to hire technical assistance for the 5 Year Report.
- Ben Floyd suggest ensuring we use up all available funds. Perhaps on equipment, seed mix, etc.
- Mike asked if Pend Oreille County expenditures is correct. Alex informed at this point she is unsure but will find out.
- We have about 34,000 left excluding the 10% withheld. With the

## 2. Assistance with writing the 5-Year Report + questions

- Ben and John proposed to develop 5 year work plan report.
- Mike Lithgow approved.
- Levi K shared input on moving forward to focus on reporting and monitoring
- He continued that if monitoring is not giving the answers that are necessary in the 5 year plan, it should be mentioned how we will manage that in the future
- Alex suggested building some on the ground data about monitoring as a future focus

### 3. Outreach Update

- Another 1000 points of contact has been made since September 1
- Approximately 4,942 have been made this year.
- 250 newsletters went out to public that had cost share info about one of our on the ground VSP project.
- A letter from a well-known farm in our county agreed to send out a personal letter in support of the VSP and POCD. That went out to 700 +farms within the last week.
- Signs were designed for the Farm Tour and VSP program for participating farms.



### 4. VSP Cost Share Funding Proposals

- Spring development would not properly supply his livestock. He would like to reallocate \$5,000 for cost-share (\$7,500 total) to create a watering facility rather than spring development.
- Mike Lithgow brought up converting spring area into a habitat improvement project increased habitat.

### 5. Next Steps

- Will have to meet again soon! Please participate in next doodle poll sent by Lisa!

Meeting Adjourned – 12:09PM