

Partnership for the Umpqua Rivers

MONTHLY MEETING MINUTES

Date February 17, 2015

Place ODFW Conference Room 4192 N. Umpqua Highway, Roseburg

CALL TO ORDER:

The PUR Board President Elect, Walt Gayner called the meeting to order at 9:05 A.M.

INTRODUCTION AND ROLL CALL:

There were 26 people in attendance. There was a quorum of Directors present.

DIRECTORS AND ALTERNATES:

Agriculture & Livestock	Present	Absent	Alternate	Present	Absent
Walt Gayner	X		Vacant		
Cindy Haws	X		Stanley Petrowski		
Karen Roberson	X		Paul Heberling (President)	X	

Timber, Aggregate, Construction & Mining	Present	Absent	Alternate	Present	Absent
Bryan Nelson	X		Darin McMichael	X	
Dave Russel		X	Aaron Aasen	X	
Chris Strunk		X	Dave Archambault		X
Kelly Guido	X		Mike Flewelling		X

Fishing, Recreation & Conservation	Present	Absent	Alternate	Present	Absent
Dave Grosjaques		X	Mike Brochu		X
Ann Chamberlain	X		David Parker	X	
Alan Bunce	X		Richard Chasm		X
Dale Greenley		X	Chuck Schnautz		X

Cities, Special Districts & Public Utilities	Present	Absent	Alternate	Present	Absent
Deborah Yates	X		Rhonda Black		X
Sean Negherbon	X		Blair Nash		X
Ken Carloni	X		Thomas McGregor		X

County	Present	Absent	Alternate	Present	Absent
Joe Laurance		X	Tom Manton		X

Tribes	Present	Absent	Alternate	Present	Absent
John Schaefer	X		Heather Bartlett	X	

Members at Large	Present	Absent	Alternate	Present	Absent
M.A. Hansen	X		Diane Phillips		X

OTHERS PRESENT:

Matt Ruwaldt
Sandy Lyon

Eric Riley
Gilaine Wright

John Colby
Joe Carnes

Donna Fouts
Eric Geyer

Cory Sipher

APPROVAL OF MINUTES:

- The minutes and staff reports from the January 20th, 2015 meeting were approved; Darin McMichael made a motion to pass the minutes, David Parker 2nd the motion. Motion passed as amended.

GENERAL DISCUSSION AND PUBLIC INPUT:

- M.A. Hansen requested that if anyone has any information on how she could go about requesting a boat donation that they contact her.
- Deborah Yates gave an update on the hatchery production, 95% of eggs hatched this year.

PRESIDENT'S REPORT: Paul Heberling

- Paul was running late today due to calving on his ranch so Walt gave a quick report. He attended the Derby Banquet and was pleased with the turn out.

TREASURER'S REPORT: Eric Geyer

- Eric Geyer gave report.
- Treasurers Report:

Bank Account	\$83,413.45
Outstanding Bills	\$2,447.91
Cash on Hand	\$80,965.54
Funds Requested	\$74,689.49

STAFF REPORT: January 11, 2015 – February 12, 2015

- Eric Riley, Executive Director:
 - Attended PUR Board Meeting
 - Prepared for and hosted Executive, Nominations, Strategic Planning and Finance Committee Meetings
 - Prepared and distributed Committee Meeting notes
 - Participated in an ODFW/ODOT fish passage meeting
 - Attended the PUR hosted West Fork Smith River project technical review tour
 - Met with Staff to review and update 5-year plan binder
 - Completed PUR Strategic Plan 2014-19 FINAL DRAFT
 - Worked on PUR and OWEB Work plans
 - Held two Staff Meetings
 - Conducted Staff Performance Evaluations
 - Participated in Staff Budget Exercise
 - Worked on PUR Newsletter
 - Attended Rock Creek project coordination meeting
 - Initiated contracts for 2015 summer work in Rock Creek
 - Participated in an "Indirect Costs" webinar
 - Attended a meeting at the Tribe to discuss project work in Elk Creek
 - Helped coordinate Umpqua Fishery Enhancement Derby registration
 - Along with Matt, met with McKenzie River Trust, the City of Reedsport and Douglas County to discuss project updates and look at the project area
 - Coordinated with Terry and Medford BLM on future project work in West Fork Cow Crk.
- Debbie Thornton & Gilaine Wright, Fiscal and Data Manager:
 - Attended PUR board meeting
 - Prepared more fund requests
 - Paid bills
 - Prepared payroll & payroll reports
 - Preparations for retirement
- Terry Burleson, Senior Project Manager/Hydrologist:
 - Worked on OWEB final reports for the Myrtle Creek Outreach and South Umpqua Restoration technical assistance grants.
 - Attended project management training in Eugene.
 - Worked on Rice Creek instream design with ODFW.

- Met with CREP technician at Rice Creek to preview potential riparian work.
 - Met new landowners in Kent Creek with a mile of stream in need of restoration.
 - Completed project proposals for DEQ 319 funds.
 - Met with Rock Creek team members to plan for 2015 and 2016 work.
 - Met with Rice Creek landowner to work on restoration planning.
 - Took a new potential partner to view completed work on another ranch which is similar to what is proposed for his property.
 - Worked on project budgets for 2015 work with partners.
 - Coordinated plant orders for three projects. Project partners planted many of the plants at access corridors on BLM land in Brush Creek. Additional planting is planned for the area.
 - Worked with a City of Myrtle Creek Historical Society member to find information on the small dam planned for 2015 removal in Myrtle Creek.
 - Worked with Douglas County and the City of Myrtle Creek to secure county land use statements for OWEB funds release and project permitting.
 - Worked with Confluence Consulting on the South Myrtle Creek Dam Removal DSL and ACOE permitting. Confluence is handling all SHPO and other permitting.
 - Met with private landowner to obtain signatures needed for funds release and permitting of the dam removal project.
- Sandy Lyon, Monitoring Coordinator:
 - Submitted temperature data to DEQ
 - Working on HABS report for DEQ319 Grant
 - Had annual review with Eric
 - Attended two staff meetings
 - Attended five year planning meeting and budget exercise
 - Sent temperature equipment to DEQ for annual NIST certification
- Joe Carnes
 - Did regular weekly monitoring runs and data entry
 - Conducted split sample w/ODEQ ambient monitoring crew
 - Meeting w/Audrey about Derby setup
 - Meeting w/Nancy about PUR newsletter
 - Meeting w/Sandy planning for report writing
 - Attended board meeting
 - Attended five year planning meeting
 - Met w/Landowner to gain permission to monitor on land
 - Assisted with grant writing for DEQ grant
 - Performed data checking (Quality control)
 - Attended staff meeting
 - Attended staff budget exercise meeting
 - Helped setup computer equipment for Derby
 - Meeting w/Eric (staff evaluation)
 - Sent data off to DEQ for preliminary check
 - Created PUR Newsletter w/Nancy
 - Helped with plants for a riparian restoration project
 - Worked on compiling HABS data for final report
- Matt Ruwaldt, Coastal Project Manager:
 - Attended the PUR board meeting
 - Attended the PUR meeting
 - Led a tour to WFSR with ~20 biologists from around the basin and beyond
 - Toured the Smith River with Rhonda Black from Umpqua SWCD to check out potential Tidegate replacements
 - Attended a Tidegate Working Group meeting
 - Took photo points of 2014 projects
 - Worked on monitoring and final reports
 - Began working on a couple of new grants with Amy
 - Continued 5-year planning efforts with Eric and Terry
 - Attended 2 PUR staff meetings
 - Worked on the budget exercise with these rest of the staff
 - Scoped out trees with Coos BLM staff for Sawyer, Fitzpatrick, and Lutsinger Creeks

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INDEPENDENT CONTRACTOR REPORT: January 11, 2015 – February 12, 2015

- Nancy Geyer, Education and Outreach Consultant
 - The PUR newsletter
 - Volunteer with Derby Dinner preparations

- Ann Kercher, Culvert Inventory Specialist
 - Nothing to report

- Amy Pinson-Dumm, Grant Writer
 - Researched grant opportunities and sent information to staff on upcoming applications.

STAFF UPDATES:

- Eric R.
 - PUR was not selected for the Coastal Coho Business Plan, We are too big of a watershed.
 - We are currently going through a number of changes with partners and internally and I thank you for your patience.
 - Debbie Thornton has announced her retirement. March 25th 2015 will be her last day.
 - Gilaine Wright will be stepping up into the Fiscal Management position.
 - All staff evaluation have been completed for 2015.

- Sandy L.
 - PSP update. The preliminary report has been sent to her, she will check to see if DEQ will give permission for her to distribute the info to the directors and if so will email it out after the meeting today. The report has the results, chemicals tested for and program future plans.

UNFINISHED BUSINESS: Strategic Plan Approval

- Paul was looking for a motion to approve the Strategic Plan. Ken Carloni made a motion to pass, Ann Chamberlain 2nd the motion. Alan B. does not want the plan to have numbers included in it. He feels that the numbers make the objectives seem prioritized. Walt stated that the numbers are needed for preference purposes. The motion did not pass. The committee will meet again today immediately following the board meeting to discuss this issue and come to a decision.

NEW BUSINESS: OWEB Workplan

- Review and approval to take place during the presentation portion of meeting.

PRESENTATION(S): Eric Riley, OWEB Workplan:

- Eric Riley, Executive Director will facilitate a working session with the PUR Board of Directors to review and refine the PUR OWEB Workplan in preparation for a March 2, 2015 submission. The intent of the working session is to go over the Workplan, make refinements and approve for submission.
- The board went over the Workplan at length. Eric made the changes the board requested.
- M.A. Hansen made a motion to approve the Workplan with the changes, Ken Carloni 2nd the Motion. The motion passed.

COMMITTEE REPORTS:

- Technical Advisory Committee (TAC): Terry Burleson
 - NTR
- Finance Committee: Walt Gayner
 - Committee to meet in March to go over draft of operating budget.
- Nominations Committee: Darin McMichael
 - Darin reminded everyone that there will be new directors needed in June, so please be thinking about who your caucus wants to nominate.
 - Walt and Cindy meet and agreed on a potential director for the Agricultural caucus. Karen Roberson.
 - The board approves her appointment.
 - Karen choose Paul Heberling as her Alternate.
 - Darin then asked everyone to be thinking about who to nominate as the next President Elect.
 - Don't forget to fill your alternate position if it is not currently filled.
- Education Committee: Nancy Geyer
 - NTR
- Monitoring Committee: Sandy Lyon

- NTR
- Strategic Planning Committee: Paul Heberling
 - Committee to meet at noon today to come to a final decision on plan so that it can be approved by the board.
- Executive Committee: Paul Heberling
 - Eric Riley's evaluation went well, the partners gave excellent and helpful feedback.
- Policy and Procedure: Ken Carloni
 - Ken has made some initial changes to the bi-laws as a starting point. He will email out what he has done and would like to receive some feedback to get the process going.

Announcements:

- Earth Day is April 18th, volunteers are needed. The fish toss is available.
- State of the Beaver Conference is Feb 18, 19, & 20th. Canyonville Oregon.
- There will be a pesticides meeting April 8th 6:30pm, at Roseburg Public Library.

NEXT MEETING: Tuesday, February 17th, 2015

- ODFW Conference Room, 4192 N. Umpqua Highway, Roseburg

ADJOURN:

- The meeting was adjourned at 12:17 P.M.

/S/ Gilaine Wright/Eric Riley
PUR Secretaries