



Wasco County Watershed Councils Coordinating Board

Mosier, The Dalles, Fifteenmile, White River, Bakeoven and Buck Hollow

Wasco County SWCD 2325 River Road Suite 3, The Dalles OR, 97058

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Meeting Minutes

Hybrid Meeting (SWCD Conference Room)

March 15th, 2023

10:30 AM – 11:00 AM

Attendees:

Ken Bailey, The Dalles
Samantha Filbin, SWCD
Mary Bushman, Mosier

Pat Davis, *Chairman*
Martha Blair, *The Dalles*
Abbie Forrest, SWCD

Bob Krein, *Bakeoven / Buck Hollow*
Drake Gilbert, *Watershed Coordinator*
Phil Kaser, *Fifteenmile*

Welcome, Agenda Review & Minute Approval

Pat called the meeting to order at 10:32 am. The council reviewed and accepted the agenda as presented.

Ken moved to approve the minutes from the January 2023 meeting as distributed; Phil seconded; Motion passed.

Welcome New Co-Chairs

Pat welcomed Martha Blair, the new Co-chair for The Dalles Watershed Council, and Mary Bushman, the new Mosier Watershed Council Chair. Martha and Mary shared some of their background with watershed councils and participation in various groups around the county as well as experience that may help them in their new roles as council Chairs. Martha has been a member of The Dalles Watershed Council since 2008 but has never been a council chair. She replaced Steve Byers who stepped down as chair but is still an active council member. Mary is new to the Mosier Watershed Council but has been participating in recent meetings. She has worked with Pat in the past through the East Cascades Oak Partnership and is looking forward to learning more about councils and her role on the Coordinating Board.

Review and Approve Bylaws

Abbie explained that the revised bylaws and Memorandum of Understanding (MOU) were action items to be discussed at the April 2023 Coordinating Board meeting. However, due to the application deadline for the capacity grant, Abbie wanted to ensure all the policies, bylaws, and other essential documents were up to date and approved by the board before applying for the grant. Abbie mentioned that the bylaws have been reviewed at the local council level to reflect meeting dates and changes in members and co-chairs however it has not been collectively approved by the Coordinating Board.

Ken noted that the language currently written in the bylaws calls for Co-chairs to take turns presiding at council meetings. Ken suggested updating the language in that section from "shall" to "may" so that Co-chairs may alternate who will preside at each meeting and allow for more flexibility.

Ken addressed the last sentence in section six of the bylaws: "The Memorandum of Understanding

between the Coordinating board and the Wasco County Soil and Water Conservation District will be developed and adopted." Ken suggested updating the language since the MOU has already been developed and approved back in 2014. Ken suggested revising the language to read "The memorandum of understanding between the Coordinating Board and the Wasco County Soil and Water Conservation District has been developed and approved," with the date it was adopted. Abbie responded that she would make the edits as suggested.

Ken moved to approve the bylaws with the amendments to the language as discussed; Bob seconded; Motion passed.

Revised Memorandum of Understanding (MOU)

Upon reviewing the current MOU between the Wasco SWCD and the Coordinating Board, Abbie noticed that the list of participants on both boards was not up to date. Abbie distributed the revised MOU with the signature of the current SWCD board member, Sean who is signing on behalf of the SWCD as the Secretary Treasurer as the Chair was not available. The MOU was also needed a current watershed council Coordinating Board Chair signature.

Mary moved to approve the updated MOU with current signatures for 2023; Phil seconded; Motion passed.

Ken stated that this is a good process to review the bylaws. It's important to review our procedures and remind everybody of situations where if both The Dalles Co-chairs are attending a Coordinating Board meeting, there is still only one vote between them to maintain the strength of each council.

Mary asked if there are some cloud-based or central locations where council members can access these governing documents. Drake explained that historically the bylaws, MOUs, meeting agendas, and minutes were available on the Wasco County Watershed website and that they are distributed at the beginning of each biennium when the Coordinating Board goes through the self-evaluation process. However, due to domain issues the current website is down. Drake offered to send out the revised bylaws and MOU to each council distribution list once the edits have been finalized. Abbie explained that she's working on the new website and shared how to navigate and access the information in hopes it is more user friendly than the previous version.

Review Roles and Responsibilities

Abbie noted that the roles and responsibilities are included within the bylaws. This topic was included in the agenda to make sure we were compliant with OWEB's eligibility rules, after further review from the guidance document and our updated MOU and bylaws we are eligible.

The board members discussed the next meeting agenda which will include an update from Watershed Professionals Network (WPN) on the status of the updated watershed assessments. Mary offered to review any materials on the Mosier watershed.

Next Meeting: The next meeting is tentatively scheduled for April 5th, 2023, at 3:00 pm.

Meeting adjourned at 10:55 am.
Minutes prepared by Samantha Filbin.