

MEMO TO BOARD: Agenda Commentary for December 7, 2022

Action Items

- a. **Policy Review – Updating Board Policies:** Please review the draft updated board policies and bring any comments to the meeting. These are based on a template provided by SDAO, so feel free to flag anything that doesn't accurately reflect how we do business. Some things are required by law and others are simply best practices that we can tweak to fit how we prefer to operate.
- b. **Cost-Share Requests:** We have several DCS applications for board consideration.
 - Reeves-
 - Krein-
 - Nogle-
 - Meakin-
 - Clausen-
 - Clausen-
 - Underhill-
- c. **Paid Leave Oregon:** Paid Leave Oregon is a new program that allows individuals to take paid time off for certain qualifying events. Employees and employers are required to begin paying into the new program as of January 1, 2023. Employers pay 40% and employees pay 60% of the contribution rate, which is 1 percent of employee wages for 2023. Employers with fewer than 25 employees do not need to make contributions; however, they will still need to collect and submit the employees' share. Employers may choose to cover all or part of the employee contribution. *I recommend that the board cover the employee portion of this tax, which is 0.6% of wages and waive paying the remaining 0.4% as we are a small employer.*
- d. **15mile MUS Workshop Follow Up:** We had a great discussion at our November meeting, and I appreciate your participation and feedback. Board consensus was to move forward with the project with the SWCD as the likely owner/operator.
 - **Appoint Committee-** Abbie, Drake and I met with Bill, Phil and Ken on Nov 22 since Ken was unable to attend the Nov board meeting. One suggestion is to appoint a committee to focus on the project and bring recommendations and information back to the board.
 - **Contracting-** Josh has been getting quotes on materials & services and will bring recommendations to the board meeting.
- e. **WyEast MOU & Cooperative Agreement:** We have drafted a formal agreement with WyEast RC&D to spell out how we work together and exchange funding and services. Please review and bring any comments to the meeting. The WyEast Council has already approved these documents.
- f. **Contracting WPN for Watershed Assessment Updates:** We have secured \$110,000 through ODA to update our area watershed assessments, and funds must be expended by June 30, 2023. Staff sought a minimum of 3 quotes from available consultants, pursuant to our public contracting rules, in the process of drafting the grant application. *We recommend the board contract with Watershed Professionals Network, LLC (WPN) based on cost, estimated timeline and responsiveness.*

Updates

- a. **Next Regular Mtg, Jan 4th, 2023 1:00 PM USDA Service Center (TBD)**
- b. **NACD Annual Meeting, New Orleans, LA, February 11-15, 2023** – We applied for a stipend for Josh to attend; however, there were many applicants, and we were not selected this time. Are any board members interested in attending? Learn more here: <https://www.nacdnet.org/news-and-events/annual-meeting/>
- c. **SDAO Annual Meeting, Sunriver, OR, February 9-12, 2023** – Both online and in-person options are available this year. Learn more here: <https://www.sdao.com/annual-conference>
- d. **Director Elections Results (Powell, Kaser, Shephard, Sorensen)** – Pat Davis is retiring from the Board and will be replaced by Larry Powell as of January 1, 2023. Phil, Stan and Shawn have all been reelected to another 4-year term.
- e. **Mosier Groundwater: Deep Well #2 & Mosier Million #2** – Josh will provide an update.
- f. **Tygh Valley Water Projects: Highline Ditch & Lindell Dam Removal** – Josh will provide an update.
- g. **2020 White River Fire & 2022 Miller Road Fire** – Josh will provide an update.
- h. **FY 2021/2022 Audit** – Friend & Reagan have completed the draft audit.
- i. **FP Mailing Solutions Collections Notice & Switching to Pitney Bowes** – We finally settled with FP and have contracted Pitney Bowes for postage services.
- j. **Policy Review – Personnel Handbook; Landowner Assistance** – These are the next policy items up for review.
- k. **SWCD Website is back!** – Visit us online at <https://www.wascoswcd.org/>
- l. **Operating Capacity Grant Increases & Budget Reallocation** – We will discuss this in a future meeting. I am leaving it as an update so that we pick it up on a future agenda.
- m. **Updating Long Range Plan** – I'm still working through feedback to our LRP and will send a final draft as soon as it is ready.

Routine Reports: Committees, Agencies, Manager

Shirley Olson