



## MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS

North Santiam Watershed Council

November 21, 2023 (6 to 7:25pm)

**DRAFT**

### **Our Mission:**

*Providing opportunities for stakeholders to cooperate in promoting and sustaining the health of the watershed and its communities.*

### **Directors Present:**

- Suzette Boudreaux (Director - Little North Fork Subbasin Representative – President)
- Jan Irene Miller – (Director – Lower North Santiam Subbasin - Secretary)
- Kathy Bridges – (Director – At Large - Treasurer)
- Rebecca McCoun – (Director – General Representative)

**Directors Absent:** Brent Stevenson – (Director - Water Control District Representative – Vice President)

**NSWC Staff Present:** Brandin Hilbrandt (Executive Director), Amy Knutson (Office Administrator)

**Santiam Shared Staff late arrival 6:40:** Marie Heuberger (Wildfire Adapted Communities Specialist for North & South Santiam Watershed Councils)

**Technical Partners Present:** Debbie Paul (Linn SWCD).

**General Members & Guests Present:** Jeff Johnson, Natural Resource Planner Public Works, Salem

**Special Note:** Brandin Hilbrandt ED since June 2023

### **6:00pm Call to Order & Approval of October 2023 Minutes**

Suzette called the meeting to order. We have a quorum.

Suzette brought the approval of the October NSWC meeting minutes to the board and suggested to amend it by adding the comment to support the grant application for the City of Salem. Kathy suggested the next meeting date be updated. Kathy made a motion to approve the May 2023 minutes with the two amendment requests and Rebecca seconded the motion. All were in favor and the minutes adopted.

### **6:07pm Guest Presentation: Jeffery Johnson, “Goal 5 Riparian Corridor Planning Project, Phase 1 - Inventory”, Natural Resources Planning Section, Public Works Department, Salem, OR.**

Based on 1973 Strategic Land Planning Goals for the city of Salem, 19 Planning Goals were established to ensure livability of communities and protect the environment and natural resources. The Salem City Council has directed the City Staff to work on Goal 5, “riparian corridor inventory process”. All fish bearing and other natural waterways within the city limits will be mapped, and the map will be made available for review by the public for accuracy. This will allow the city to facilitate locally appropriate and effective resource protection

beyond state and federal permitting programs. Jefferey presented the types of inventory information required that will be applied for both fish-bearing lakes and fish-bearing streams and all other tributaries.

Some discussion ensued and Jeffery offered to return after Phase I is complete and the process unfolds to Phase II which is implementation. **Jeffery's presentation will be posted on the website: [www.northsantiam.org](http://www.northsantiam.org)**

## **6:25pm Old Business:**

### **Financial Reports: Getting up to speed with online QuickBooks and reporting capabilities.**

Presented a Balance Sheet (Statement of Financial Position Accrual), Statement of Monthly Position Cash Basis for Board Review

Suzette and Kathy suggested this report be an end of month report so that the Board can better track month to month. Brandin still working on the possibility of doing an annual budget with regular reporting and reached out to other councils to see how they are reporting for their boards and expects to have a better handle on this by January. She has created a grant tracking and submissions report which also includes a list of new year potential grant applications. Budgeting that includes multiple year grants is difficult, however Suzette suggested an operational budget, Brandin noted she could do an operations budget using the Capacity Grant and then add information on grant budgets that will impact operational costs.

990 Update: June 2021 – 2022 deposits cleared out and still unsure about where the roughly \$9K over-run came from so that we can categorize it and catch up on reports. One last look will be made for potential solutions and then we will submit 990 and move on to the next year.

### **2021-2022 Annual Report Review:**

Note: The cash position for the annual report shows a deficit and on the annual report we will make a notation that pending fund requests for current work expenses are in process.

Suzette will offer Brandin an update on the section on John Caruso for the final annual review

## **6:42pm NSWC Board of Director Elections**

Jan Irene made a motion to accept the current slate of officers and Rebecca seconded the motion. All members were in agreement and the motion passed.

## **6:43pm NSWC Executive Director Update – Brandin Hilbrandt**

[https://docs.google.com/presentation/d/1FU-B\\_PMiPBFTVWVvhKW5UmUd0nzDMXy9/edit#slide=id.p1](https://docs.google.com/presentation/d/1FU-B_PMiPBFTVWVvhKW5UmUd0nzDMXy9/edit#slide=id.p1)

### **Landowner Restoration – General Projects Update**

- Caught up on all restoration project reporting.

- Site visit with Adrienne Lulay and Marie.
- Met with Oregon Department of Agriculture and Tristen Berg (OSWB Project Manager) to discuss future weed board projects.
  - Will continue Aquatic Invasive work in the basin
  - Extension Request was submitted to include another summer season of treatments, and site visits and surveys.
- Working on Funds Requests for EDRR (submitted), Aquatic Invasives (submitted), Bear Branch Restoration, Partners of the North Santiam projects.

### **Sustainable Northwest – RCPP-AFA Subaward Opportunity (May 2023 – 2027)**

- Background:
  - The original SNW subawardee is unable to commit; SNW asked NSWC and Marion SWCD. There is a partnership opportunity between both organizations to help landowners receive technical and financial assistance, as project liaisons.
- What is a RCPP- AFA?
  - The program is funded by a federal Regional Conservation Partnership Program Alternative Funding Arrangement (RCPP AFA) from the USDA NRCS administered by Sustainable Northwest and identified partners within this application.
    - SNW is needing a partner in the Beachie Creek and Lionshead Fire Perimeter.
- What post-fire activities will it cover?
  - Eligible NRCS activities: Forest Management Plan (106), Brush Management (314), Herbaceous Weed Control (315), Conservation Cover (327), Woody Residue Treatment (384), Tree and Shrub Site Prep (490), Tree and Shrub Establishment (612), Forest Stand Improvement (666). On non-federal and non-industrial owners of forest lands.  
<https://www.sustainablenorthwest.org/post-fireassistance>

\*\*NSWC would not be receiving capacity dollars and the Board suggests that while it is an opportunity to support a partner match, with what we have on our docket now and limited capacity, and the required match tracking, it would not be prudent for us to participate. Brandin will follow up with M-SWCD and SNW.

### **Submitted Grant Application(s)**

- OWEB Technical Assistance 2 submitted on October 30<sup>th</sup>. “North Santiam Post-Fire Watershed Resource Assessment.”
  - Request amount is \$101,937.00
- Project overview:
  - With this technical assistance, North Santiam Watershed Council (NSWC) will collaborate with local and regional partners, researchers, and land managers on new postfire data, field-based surveys and modeling in the North Santiam to complete an updated resource assessment within the two sub watersheds.
  - This will allow strategic planning of actionable, long-term restoration guidance on the Breitenbush and Little North Santiam sub watersheds within the North Santiam River Watershed, with the consideration of increasing climate resiliency, based on framework from the 2014 NSWC - Watershed Restoration Action Plan.

- Objectives include:
  - Characterize new and evolving post-fire conditions with focus on the Little North Santiam and the Breitenbush subbasins.
  - Compare current and historical conditions using ETART Summary Report as framework.
  - Identify and prioritize restoration project opportunities.
  - Create interactive, web-based story map to highlight this update to the 2014 Action Plan.

### **Other Upcoming Grant Opportunities:**

- Drinking Water Provider Partnership – Council of Water Leaders, due January 3<sup>rd</sup>.
- Private Forest Accord – Seems like a good fit for John Neal Park Restoration. Application is due Dec. 31st

### **Stakeholder Engagement and Collaborative Partnership:**

- Attended the Willamette Aquatic Invasive Network Summit (Oct 24<sup>th</sup>)
- Council of Water Leaders Meeting – Nov 2<sup>nd</sup>
  - (Presentations were on PFAS by ODEQ, NOAA Application for Bennett Dam complex by City of Salem, and Mayer Trett of Detroit’s Water Supply)
- Met with Linn County Parks & Rec. Director and discussed potential projects for John Neal Park.
- Attended the Turtle Working Group meeting hosted by US Fish and Wildlife Service
- Reviewer for Marion SWCD Conservation Assistance Grant – Fall Cycle
  - Application review was Nov 16<sup>th</sup>; 4 projects received funding in the NSR Basin
- North Santiam Bull Trout Reintroduction Working Group
  - Meeting scheduled for Dec. 6<sup>th</sup>.
- Chanakwan Floodplain Technical Review Team member
  - Next meeting is mid-January

### **Council Development and Operations:**

- Suzette, Amy and I will be meeting with the Visual Communications Program students on Nov. 28<sup>th</sup>
- NSWC Insurance Renewal was submitted; goes into effect on December 1<sup>st</sup>.
- SAIF Worker’s Comp Reporting for 2022 was submitted.
- SAM renewal submitted, which allows federal funding payments
- 990 2021/2022 Update
- Pursuing December conversation with potential Board Member as Salem representative

### **7:05pm Wildfire Adaptive Communities Specialist (WACS) Update – Marie Heuberger**

- **Community Events**
  - Broom making with invasive Scotch Broom
  - Native Plant Propagation Workshop (16 attendees)
    - USFS benefits of native planting
    - Chemeketa Horticulture Chair, propagation of specific plants in our basins
  - ODF Small Forestland Grant, my first!
    - Submitted for a landowner in the North Santiam for land clearing, replanting on steep slopes, stream planting along seasonal streams that provide water to Taylor Park, downed wood will be left on steep slopes for amphibian and invertebrate refugia.
  - Linn County CWPP (Community Wildfire Protection Plan) in final stages
    - Community meeting in Sweet Home Dec. 6th
  - Project Scouting/Planning

- Planning 2024 Community Events

**7:16pm Events and Other Community Announcements:**

- December 6<sup>th</sup> 5:30-7:30 Linn County CWPP public info night / Sweet Home
- December 31<sup>st</sup>: Private Forest Accords Grant Due
- March 2024: Date TBD. Native Plant exchange in North/South Santiam Basins
- January 2024: Oregon Conservation & Recreation Fund Grant opens
- Winter/Spring 2024: Potential Linn County-wide CWDG (Community Wildfire Defense Grant) grant planning

Discussion: Capacity Planning Agenda Item

- Jan Irene offered to put out a Doodle poll for January to set a date for capacity/strategy planning

**Adjourn 7:25pm**

**Meeting minutes will be posted on the website when they have been approved:**

<https://northsantiam.org/north-santiam-watershed-council-documents/meeting-minutes/>

**Next Meeting:** Tuesday, January 9, 2024

**HAPPY HOLIDAYS!**

