

**Foster Creek Conservation District Board
Board of Supervisor's Meeting – September 14, 2022**

6pm – 8.00 pm

Location: Mansfield Town Hall, 26 Main Street, Mansfield, WA

Please contact FCCD on Ph: 509-699-8344; 509-888-6373; or email: info@fostercreekcd.org to obtain a remote access link or for additional information.

AGENDA

1. Call to Order – 6.00 pm

- Reading and approval of July 06, 2022, Board meeting minutes

2. Public comment

3. Reports

- Review Staff Reports
- NRCS
- WSCC

4. Ongoing / Unfinished Business

- Financial report - Approval of July and August Financial Reports
- District management and financial updates / issues
- Expense approvals

5. New Business

- Update on new personnel and vacant District Manager Position
- Grant application overview, update on active grants
- Lease updates and Interlocal Agreements with IT
- Office Updates

6. Other Business - Executive Session/Other Business

7. Upcoming Meetings, Dates, Deadlines and Reminders

- **Sept. 19th** – Staff Meeting
- **Oct. 3rd** – Staff meeting
- **Oct. 12th** – Board Meeting 6pm
- **Oct. 19th** – WACD area meeting 9am-3pm
- **Oct. 22nd** – Make a Difference Day in Foster Creek! 10am- 2pm
- **Oct. 27th** – VSP DoCo Project Tour with technical panel 9am-4pm

8. Meetings to be attended by more than two Board members:

- WACD North Central Area meeting October 19th from 9:00-3:00 pm

9. Next FCCD Regular Board Meetings:

- Wed. October 12th 6pm – Mansfield Town Hall (Last 6 pm meeting)
- Wed. November 9th 1pm – Mansfield Town Hall

10. Adjourn



Foster Creek Conservation District Board Meeting

Wednesday July 6th, 2022

6.00 pm – Mansfield Town Hall, Mansfield, WA 98830
moved to Golden Grains Café, Mansfield, WA

DRAFT- MEETING MINUTES

Due to scheduling conflicts with Mansfield Town Hall, meeting was moved next door to Golden Grains Café. Note was posted to Town Hall door directing public to the new meeting location.

In Attendance: John McLean (Board Chair), Lee Hemmer (Vice-chair), Douglas Poole (Auditor), Wade Troutman (Board), Kelsey Tanneberg (Board), Becca Hebron (FCCD staff), Ruth Walker (FCCD Financial Specialist), Sarah Troutman (NRCS)

Call to Order – 6.07 pm

Meeting called to order by FCCD Board Chair John McLean.

Motion to approve, as presented, Board Meeting Minutes of July 6th, 2022, by: Lee Hemmer, seconded by Kelsey Tanneberg; passed 5/0.

Reports

Staff Reports – Staff reports reviewed.

NRCS – Sarah Troutman presented on NRCS updates that were included within the packet.

WSCC – No report was given.

Ongoing / Unfinished Business

The June financial report was reviewed.

Motion to accept and approve the May 2022 Financial Report, summarized below, by: Wade Troutman, seconded Douglas Poole, passed 5/0.

Summary of budget activity – from Financial Report June 2022

Vouchers Warrant	Total
June 2022 Payroll (EP22-66 – 71)	20,239.97
June 2022 Checks Written (#'s: 8213-8232)	53,741.54
June Electronic Payments (EP22-59 – 64 & EP22-73)	2,572.44
Total	76,553.95

Four expense approvals were presented for Board approval:

- Becca – \$2,612.22: remaining balance due for the Camp Delany rental at Sun Lake Dry Falls State Park for Camp Sagebrush, to be paid for by FEMA FAC (camp location).
- Becca - \$1,204.00: Camp Sagebrush catering by Jack's Resort, to be paid for by FEMA FAC (camp food).

- Becca- \$2,612.22: Washington Association of Conservation District Dues, to be paid for by IMP 22-23.
 - Ryan- \$180.55: Nutrien Ag pesticide bill for BLM project, paid for by BLM Noxious Weeds Grant.
- Motion to approve expenses detailed above, by Douglas Poole, seconded by Lee Hemmer, passed 5/0.**

New Business

Becca presented a proposed employee policy regarding staff adopting a hybrid schedule of working from home and in the office. Staff will ensure office is open with people present during working hours and will input all scheduled “work from home” days on the office calendar to ensure everyone is kept up to date on staff schedules.

- Wade mentioned the policy being temporary until a new district manager comes on, when the policy will be reviewed again.

Motion to accept and approve the temporary staff hybrid schedule policy by Douglas Poole, seconded by Lee Hemmer, passed 5/0.

Becca presented the FY 22-23 Implementation Addendum to the board.

Motion to approve new Implementation Addendum by Wade Troutman, seconded by Lee Hemmer, passed 5/0.

Ruth Walker left the meeting at 7:05 pm

Becca presented update on applications received for both the Natural Resource Technician position and the District Manager position. Board discussed who would be the board representative for the scheduled interviews and is working with staff to draft interview questions.

Becca brought up the inquiry from the VSP working group pertaining to writing a letter that represents FCCD’s stance on the potential solar development on Badger Mountain. The board discussed and decided the district will remain neutral on the matter and revisit the topic if solar development moves to an implementation status, in which case the district will help provide mitigation.

Becca informed the board of new grants offered by Department of Ecology. She will continue to keep them informed on when those grants become active and when funds become available, as our project manager position within the Department of Ecology, is currently vacant which may impact grant schedules.

Becca gave a brief office update to the board regarding staff and office functions post Amanda leaving as district manager.

- Vouchers are continuing and are almost wrapped up for the month
- Year-end fiscal obligations for Implementation Grant are nearly completed
- Staff remain positive and are ensuring strong communication is demonstrated to keep everyone up-to-date and informed during the transition from Amanda to the new district manager.

Meeting Adjourned – 7:30 pm

NRCS Report

From Sarah Troutman 9/6/2022

In short – no report this month! CRP is our acronym of the final quarter, and everyone is working hard to meet those deadlines.

On the hiring front we are currently interviewing for the Resource Conservationist position in Wenatchee and have recently forwarded a selection for the Resource Conservationist position in Waterville. We are very excited for the possibilities in both of these locations. Chris Wright's last day with the North Central team NRCS was August 26th, but Chris will be physically housed in Wenatchee for a little bit longer before moving to his new position in Yakima.

Foster Creek CD's 2022 Grant run through

Department of Fish and Wildlife

Amount: \$3,000.00

Length: 1-year

Activities: Reseeding of an area in Dyer Hill and weed control

Department of Ecology

Amount: \$500,000.00

Length: 3 years

Activities: **Two different grants equally \$250,00.00 each.** Direct Seed Grant- Cost share for three new producers, along with producers from past grants that are still eligible for payments. Writing and updates to the Watershed Plan. Soil Sampling and water quality monitoring, along with education and outreach activities. Restoration Grant- Implementation of more projects along Foster Creek. Watershed planning, outreach, and engagement to the community stakeholders, townhall meetings. Water quality monitoring, soil sampling in riparian zones, and education and outreach activities.

The Nature Conservancy

Amount: \$25,000.00

Length: 2 years- expires June 30th, 2024

Activities: Weed mapping in Moses Coulee and treatment of noxious weeds.

Conservation Northwest

Amount: \$15,000.00

Length: 2 years

Activities: Education and outreach along with general technical assistance towards the virtual fence project.

Washington State Conservation Commission

Amount: \$6,000.00

Length: one time grant

Activity: Will help purchase plants for Make a Difference Day planting. Acts as cost share for ECY-181 grant.

Streamflow Restoration Grant- *Results of this application expected this fall*

Amount: \$190,000.00

Length: Unknown

Activity: Stream restoration with the anadromous zone of Foster Creek, along with stream water quality monitoring and implementation of a new weather station.

Pending Grant Applications

Department of Ecology

Amount: \$250,000- \$500,000.00- No match required!

Activities: Another restoration grant is underway that will continue restoration projects within Foster Creek, fund water quality monitoring, possible riparian soil sampling, and education and outreach activities.

Community Wildfire Alliance

Amount: unknown

Activities: Nate is taking the point on working with DNR, SDCD, Chelan Fire District, Cascadia, and DNR on this project. The community wildfire defense grants are intended to help at-risk local communities and Tribes plan and reduce the risk against wildfire. The program prioritizes at-risk communities in an area identified as having high or very high wildfire hazard potential, are low-income, and/or have been impacted by a severe disaster.

There are two primary project types for which the grant provides funding:

- The development and revision of community wildfire protection plans (ours is currently out of date)
- The implementation of projects described in a community wildfire protection plan that is less than ten years old.

Priority will be given to projects which are located in an area having a high or very high wildfire hazard potential, benefit a low-income community, or are located in a community impacted by severe disaster within the previous 10 years.

Our availability is low for this and we have insisted on taking a partner route rather than leading route. Currently there are no fire districts involved with this other than Chelan County's, who is trying to help facilitate this. This grant would most likely be written by someone within the Fire Adapted Communities program we are apart of.

Sustainable Farms and Fields

Amount: unknown

Length: unknown

Activity: This is a fund through the Washington State Conservation Commission. The RCP should be posted soon about the application process. This is the focus to continue possible direct seed cost share and/or crop rotation trials to help monitor and improve carbon sequestration on farms. The application for this is due in MAY.

No Child Left Inside

Amount: unknown

Length: unknown

Activity: This grant would help secure funding for Camp Sagebrush. After next year funding for this dwindles but the want for a program like Camp Sagebrush remains high. This funding source could help provide educational funds to continue Camp Sagebrush and allow for adaptation from year to year to explore the shrub steppe and all it includes.



To: Foster Creek Conservation District Board Members
Subject: Monthly Staff Report: August 2022
Date: September 14, 2022
Submitted by: Maggie Whitehall, Natural Resource Technician

1. PURPOSE

A progress update for:

1. Nonpoint Source Water Quality Grant
2. FEMA—Fire Adapted Communities
3. FCCD at 2022 NCW Fair
4. General research/tasks

2. SUMMARY OF TASKS

	PROJECT	TASK	UPDATE
1	Ecology Water Quality Grant	Writing and revising the Water Quality Task within the new grant proposal	<ul style="list-style-type: none"> • Expand monitoring sites in the anadromous zone • Implementing stream assessment surveys above/below restoration sites • Restructuring which sites need monitoring
2	FEMA—Fire Adapted Communities	Creating a lesson plan for Sagebrush Ecology	<ul style="list-style-type: none"> • Sagebrush ecology, wildfires, and Fire Adapted Communities lessons within a plan geared towards elementary, grades 3-5
3	VSP	NCW Fair prep	Current project information gathering/presenting, meet-and-greet with attendees of fair and local producers.
4	General	FCCD Office research	<ul style="list-style-type: none"> • Water Quality Monitoring research, past data overview, review of QAPP and current grants
		Field work shadowing	WSU Wildlife Study game cam uploads, site visits at active stream restoration sites, CRP surveys

3. UP-COMING MEETINGS, WORKSHOPS, & ACTIVITIES:

- September 30: Kids in the Creek, Leavenworth



To: Foster Creek Conservation District Board Members
Subject: Staff Report for the months of: July and August 2022
Date: Meeting on September 14th, 2022

• **PURPOSE**

A progress update for:

1. Washington Shrubsteppe Restoration and Resilience Initiative (WSRRI)
2. Washington State Conservation Commission (WSCC) Natural Resource Investments (NRI)
3. Washington State Department of Ecology (WSDOE) Water Quality Monitoring
4. The Nature Conservancy (TNC) noxious weed mapping and control

• **SUMMARY OF TASKS**

	PROJECT	TASK	UPDATE
1	WSRRI	Fencing Project Completion Reseeding contract completion	<ul style="list-style-type: none"> • Worked with landowner and contractor to facilitate implementation of the second fence replacement project. 4 miles of burned fence were replaced with a wildlife friendly fence. FCCD provided \$101,055.00 in cost share for this project. • Oversaw delivery of Virtual Fence Materials • Completed negotiation of a \$3,000.00 contract with Washington Department of Fish and Wildlife to complete weed control and re-seeding of an area on Dyer Hill. • Attended a meeting of the WSRRI Long Term Strategy Group
2	WSCC NRI	Project Implementation	<ul style="list-style-type: none"> • Oversaw beginning of implementation of two well pump conversions from gas-powered generators to solar powered pumps.
3	WSDOE Water Quality Monitoring	Notice of Award	<ul style="list-style-type: none"> • Received official Notice of Award for WSDOE grants 00086 and 00087, comprising \$250,000 each. Costs may now be incurred on these grants, but reimbursement is pending contract negotiation.
4	TNC Weeds	Contract Completion Project Start	<ul style="list-style-type: none"> • Completed contract negotiation for a \$25,000.00 project mapping and treating noxious weeds in the Moses Coulee Preserve. This contract will go through June 30th, 2024. • Worked with project manager to coordinate handoff of project materials and start of project activities.

Staff Member Comments

The WSRRI fencing program has run smoothly. Completion of the next project is pending cultural review. This was delayed due to lack of availability of surveying archaeologists. The survey report has been completed and the next fence replacement project is expected to proceed soon.

NRI will conclude project activities soon, and is expected to finish under budget and ahead of schedule.

WSDOE currently has no one in the role of Project Manager for FCCD. This is holding up contract negotiations among other things. Continued delays will negatively impact watershed planning efforts. Every effort will be made to remedy the situation with WSDOE.

FCCD expects to continue its positive relationship with TNC as we embark on another weed mapping project. The bulk of work on this project will likely occur in the fall due to the current excessive heat and fire danger.



Figure 1 Banks Lake

To: Foster Creek Conservation District Board Members

Subject: Staff Report for the month of: August 2022

Date: Meeting on September 14, 2022

Submitted by: Nate Schmidt, Natural Resources Technician

PURPOSE

A progress update for:

1. FEMA – FAC
2. WSU Wildlife Study
3. NRCS TP1 CRP Review
4. VSP
5. FEMA ReSeed-Ph1_PP

SUMMARY OF TASKS

	PROJECT	TASK	UPDATE
1	FEMA – Fire-Adapted Communities	Coordination and planning	<ul style="list-style-type: none"> • WAFAC check-in meetings and emails • Podio workspace updates and networking • Begin planning and organizing a virtual meeting through WAFAC to discuss wildfire impacts in rural shrub steppe • Finalize grant application for attending annual workshop • FEMA status and FAC program staff discussions • Finalize FEMA 6-month plan request for extension
2	WSU Wildlife	Survey/Monitoring	<ul style="list-style-type: none"> • Continue round two of the WSU study. Monitor and troubleshoot study plots for 13 different locations on the plateau. 4 CRP sites unburned, 4 Sagebrush sites unburned, and 5 Pearl hill burned sites in pasture/sagebrush. • Each study plot (300m x 300m square grid) receiving 4 wildlife camera installs, 4 50m vegetation transects recording species diversity and density, 2 avian point counts, and documentation of wildlife signs (burrows, scat, tracks, etc.) at each of 4 sites within plot. Collect grouse pellets found on plot to be sent to WSU for lab analysis. • Conduct Woody vegetation line intercept data to measure woody material density on each transect • Check cameras for all the sites multiple time through the 35-40 day study period. Replace batteries and SD

			<p>cards as needed. Fix orientation and trim back vegetation</p> <ul style="list-style-type: none"> • Continue coordination with landowners and WSU folks to keep people updated • Add to the GIS map and excel spreadsheet with relevant data to conduct the study • Coordinate with DNR to obtain Land use license to access DNR ground for round 2. • Archive all pictures obtained from 52 cameras. • Archive and organize all notes and data into piles of paperwork to hand back to WSU • Conduct 2 Avian point counts per study plot. 26 study plots equalling 52 point counts total • Map out and plan for Rd 2 installs
3	NRCS TP1 CRP	CRP Certifications	<ul style="list-style-type: none"> • Conduct CRP surveys for 4 landowners spanning 13 different fields.
4	VSP	Education/Outreach	<ul style="list-style-type: none"> • NCW Fair discussion and planning and outreach material organization
5	FEMA Re-seed Ph1_PP	Coordination and grant review	<ul style="list-style-type: none"> • Meeting with agency contact • Draft the 6-month plan for FEME Reseed



To: Foster Creek Conservation District Board Members
Subject: Staff Report for the month of: July 2022
Date: Meeting on September 14, 2022
Submitted by: Nate Schmidt, Natural Resources Technician

PURPOSE

- A progress update for:
1. FEMA – FAC
 2. WSU Wildlife Study
 3. IMP – DM
 4. VSP
 5. FEMA ReSeed-Ph1_PP

SUMMARY OF TASKS

	PROJECT	TASK	UPDATE
1	FEMA – Fire-Adapted Communities	Coordination and planning	<ul style="list-style-type: none"> WAFAC check-in meetings and emails Podio workspace updates and networking Begin planning and organizing a virtual meeting through WAFAC to discuss wildfire impacts in rural shrub steppe Grant application review FEMA status and FAC program staff discussions
2	WSU Wildlife	Survey/Monitoring	<ul style="list-style-type: none"> Begin round two of the WSU study. Design, coordinate and deploy study plots for 13 different locations on the plateau. 4 CRP sites unburned, for Sagebrush sites unburned, and 5 Pearl hill burned sites in pasture/sagebrush. Each study plot (300m x 300m square grid) receiving 4 wildlife camera installs, 4 50m vegetation transects recording species diversity and density, 2 avian point counts, and documentation of wildlife signs (burrows, scat, tracks, etc.) at each of 4 sites within plot. Collect grouse pellets found on plot to be sent to WSU for lab analysis. Conduct Woody vegetation line intercept data to measure woody material density on each transect Check cameras for all the sites multiple time through the 35-40 day study period. Replace batteries and SD

			<p>cards as needed. Fix orientation and trim back vegetation</p> <ul style="list-style-type: none"> • Continue coordination with landowners and WSU folks to keep people updated • Add to the GIS map and excel spreadsheet with relevant data to conduct the study • Coordinate with DNR to obtain Land use license to access DNR ground for round 2. • Archive all pictures obtained from 52 cameras. • Archive and organize all notes and data into piles of paperwork to hand back to WSU • Conduct 2 Avian point counts per study plot. 26 study plots equalling 52 point counts total • Map out and plan for Rd 2 installs
3	WSCC- IMP DM	Interview/Housekeeping	<ul style="list-style-type: none"> • Review applicant pool, help conduct applicant interviews, staff meetings, truck maintenance and office organization and updates.
4	VSP	Education/Outreach	<ul style="list-style-type: none"> • Help construct poster boards to be displayed at NCW Fair
5	FEMA	Coordination and grant review	<ul style="list-style-type: none"> • Review Re-seeding grant and discuss future plans



To: Foster Creek Conservation District Board Members
Subject: Staff Report for the month of: July & August 2022
Date: Board Meeting on September 14th
Submitted by: Becca Hebron, Natural Resource Specialist

1. PURPOSE

A progress update for:

1. FEMA
2. VSP
3. IMP
4. ECY 181
5. NRCS CRP

2. SUMMARY OF TASKS

PROJECT		TASK	UPDATE
1	FEMA	FAC, Re-Seeding, Curriculum Development and Summer Camp	<ul style="list-style-type: none"> • Communication for moving FEMA Re-seeding grant forward with Military Department. Six-month plan of action and other planning and implementing with RL and NS • Working towards extension of the FEMA FAC funds to help fund Camp Sagebrush one more year and to move and redesign Foster Creek Website • Work with MW on introduction to the E&O realm of things, work on lesson plans
2	VSP		<ul style="list-style-type: none"> • Water quality communication and training with MW • Other communication and planning for VSP implementation with RS
3	IMP		<ul style="list-style-type: none"> • Vouchering • Training MW • Work with team to start grants • Organization of the office and materials
4	ECY 181	Education & Outreach	<ul style="list-style-type: none"> • Fair! • Summer Newsletter • Planning for new grant application
5	NRCS	TP3-CRP REVIEW	<ul style="list-style-type: none"> • Initiated and started TP1 contracts, 25 total

Staff Comments

FEMA: Conversations to extend the Fire Adapted Communities Grant have begun to hopefully be able to run one more year of camp sagebrush before having to find new funding sources for this program. These funding sources have already been identified and work for applications have begun. We hope to switch website platforms through the extension of our grant to ensure we are working within regulations set by the Disabilities Act, which we are currently not adhering to.

Implementation: Manger duties atop of current staff duties seems to be going smoothly thus far. Preparation has been made to keep things moving for upcoming winter/spring elections. Other things have been looking into different possible insurance options for the team to ensure we are getting the best we can for our money. Cleaning and organizing has been happening slowly throughout the office to help declutter from old materials that are no longer relevant, shrinking our approved surplus list, and to help with the transition of a new manager.

Ecology: Work on new ecology grant is underway in the office. Meetings with ecology staff and with FCCD staff have begun to help enhance our current restoration and monitoring practices to broaden the scope of our projects and provide more informative data that can help feed into VSP data. Education and outreach events relating to water quality have dwindled during the summer and have once again started up. We will be heading to help with Kids in the Creek at the end of the month, so planning for that has begun. Make a Difference Day planting with happen again this year on Foster Creek, planning for this has also started.

NRCS: We've completed 25/25 contracts that were initiated beginning of August. Review and edits are currently being conducted and the task order should be closed out in the near future. This year FCCD helped with 75 task orders during the summer.

BOARD WE NEED TO UPDATE YOUR PHOTOS and BIOS for the website!



Submitted By: Rebecca Schexnayder

Subject: VSP Updates

Date: 08/10/2022



A PROGRESS UPDATE FOR: FCCD Board Meeting, ~~August 10, 2022~~, Sept. 14, 2022

- i. Douglas County VSP
- ii. Other activities

SUMMARY OF TASKS

	PROJECT	TASK	UPDATE
1	VSP	VSP Admin Education & Outreach	<ul style="list-style-type: none"> • VSP budget tracking and updates • VSP quarterly report submission (7/8/22) • Communications with partner agencies and TSPs • VSP Supplemental Budget Policy Review & Communications to Work Group • VSP Field Tour Planning (rescheduled due to heatwave) • Outreach event planning & prep (NCW Fair) • VSP vouchering • VSP Webinars (NRCS VSP 8/1, SAC/TP 8/11) • Work Group Communications

UPCOMING MEETINGS, WORKSHOPS, and ACTIVITIES:

- VSP Budget reorganization
- Adaptive Management-VSP Work Plan review
- Work Group Updates; Nov. Meeting Planning



Submitted by: Rebecca Schexnayder

Subject: VSP Updates

Date: 09/13/2022



A PROGRESS UPDATE FOR FCCD Board Meeting, Sept. 14, 2022

- i. Douglas County VSP
- ii. Other activities

SUMMARY OF TASKS

	PROJECT	TASK	UPDATE
1	VSP	VSP Admin Education & Outreach Adaptive Mngt	<ul style="list-style-type: none"> • VSP budget tracking and updates • VSP budget reorganization • VSP quarterly prep (10/10/22) • Communications with partner agencies and TSPs • Outreach event attendance & prep (NCW Fair) • VSP vouchering • VSP WSCC Webinars • Work Group Communications • ECY grant assistance and review

UPCOMING MEETINGS, WORKSHOPS, and ACTIVITIES:

- Adaptive Management-VSP Work Plan review
- Article for EP on VSP program
- October VSP Field Tour Planning & Prep
- Work Group Updates; Nov. Meeting Planning
- Make a Difference Day Assistance