

# Partnership for the Umpqua Rivers

## MONTHLY MEETING MINUTES

**Date** November 23, 2010

**Place** DFPA Conference Room, 1758 NE Airport Road, Roseburg

### CALL TO ORDER:

The PUR president, Stanley Petrowski, called the meeting to order at 9:00 a.m.

### INTRODUCTION AND ROLL CALL:

There were twenty-eight people in attendance. There was a quorum of directors present.

### DIRECTORS AND ALTERNATES:

Agriculture & Livestock	Present	Absent	Alternate	Present	Absent
Jan Tetreault		X	M.A. Hansen	X	
Stanley Petrowski (President)	X		Dianne Phillips	X	
Paul Heberling	X		<sup>1</sup> Huebner <sup>2</sup> Swingley		X

Timber, Aggregate, Construction & Mining	Present	Absent	Alternate	Present	Absent
Darin McMichael	X		Dave Russel	X	
Mark Kincaid	X		Jake Gibbs		X
Dave Archambault		X	Carol Whipple		X
Mike Flewelling	X		Bill Rice		X

Fishing, Recreation & Conservation	Present	Absent	Alternate	Present	Absent
Jim Yingst	X		<sup>1</sup> Frankenstein <sup>2</sup> Brochu		X
David Parker	X		Claude Sterling	X	
Cindy Haws	X		Craig Burns		X
Ken Ferguson		X	Stan Vejtasa		X

Cities, Special Districts & Public Utilities	Present	Absent	Alternate	Present	Absent
Tracy Pope (Treasurer)		X	Richard Chasm	X	
Blair Nash		X	Vacant		
Rich Grost		X	Vacant		

County	Present	Absent	Alternate	Present	Absent
Tom Manton	X		Nathan Reed		X

Tribes	Present	Absent	Alternate	Present	Absent
Vacant			John Schaefer		X

Members at Large	Present	Absent	Alternate	Present	Absent
Alan Bunce	X		Janice Green		X

### OTHERS PRESENT:

Jeff McEnroe  
Ross Greedy  
Matt Ruwaldt

Jake Winn  
Nancy Geyer  
Brian Swift

Sally McKain  
Debbie Thornton  
Bob Kinyon

Eric Riley  
Robert Nichols

Terry Burleson  
Heather Bartlett

**APPROVAL OF MINUTES:** The minutes and staff report from the October 19<sup>th</sup> meeting were approved via consensus with a motion from Tom Manton and a second from Cindy Haws.

**GENERAL DISCUSSION AND PUBLIC INPUT:**

- Tom Manton noted that at the ODFW fish trap below Galesville Dam, workers trapped 500+ coho plus one female steelhead in one day. Paul Heberling helped with the catch and said that about 80% of the coho were marked and 20% were native. There were very few jack salmon.
- Brian Swift announced that the Partnership has received its first grant for the *water trails* project. Brian has volunteered to head up this project. Watch for further meeting announcements to get this effort started.
- Eric Riley attended the OWEB conference and unabashedly noted how proud he was of the representation from the Umpqua, especially PUR members and Roseburg BLM staff. Eric met with numerous coordinators and board members from other councils, all who wanted to know about PUR, our strategic plan, etc.

**PRESIDENT'S REPORT:** Stanley Petrowski

- Stan also attended the OWEB conference and it was obvious to him that many participants were quite elated that Measure 76 had been approved by 68% of the electorate.
- He was elated by the large showing of participants from the Umpqua Basin.
- Stan noted that without a doubt, the presentation on Wolf Creek by Sandy Lyon, Jeff McEnroe and Dan Dammann was the very best of the entire conference. Kudos to these three individuals for their hard work and masterful handling of the effectiveness monitoring topic.

**TREASURER'S REPORT:** Tracy Pope:

- In Tracy's absence, Debbie Thornton provided the following financial report:

Description	\$ Previous Month	\$ Current Month
Bank Accounts	52,959.46	89,989.87
Outstanding Bills	43,653.88	87,540.98
Cash on Hand	9,305.58	2,444.89
Unrestricted Funds	159,954.51	159,150.56
Funds Requested	220,373.08	217,861.00

**STAFF REPORT:**

- Bob Kinyon, Coordinator:
  - Finished review and edits to 10 OWEB applications
  - Confirmed Brian Swift's timesheet with Leo Naapi of the SRWC for Brian's work on UBFAT survey
  - Observer on Charlotte and Luder Creek helicopter log project for one day
  - Presented an estuary slide show to the Port of Umpqua Board of Directors with Matt and Eric
  - Developed a Director's Decision spreadsheet, showing decisions of the Board from 1993-2010
  - Arranged meeting dates for Daniel Newberry, working on the PUR strategic plan revision
  - Met as part of a working group of the Executive Committee and PUR staff to develop revisions to the '08-'11 strategic plan
  - Observed benefits of satellite SPOT device as a safety measure for tracking staff in the field
  - Signed Amy-generated letter of interest for water trails to Oregon Parks and Recreation Department. Visited with Rocky Houston of that agency on how to improve chances of getting a grant award.
  - Received approved grant from the National Park Service for Technical Assistance with water trails project
  - Signed OWEB grant agreement for the West Fork Smith River restoration project.
  - Developed agenda items for WC meetings from November through July 2011
  - Requested Board endorse an end-of-year bonus for staff at the December meeting. Details sent via email
  - Met with Eric and Debbie to go over their revised job descriptions
  - Wrote letters of recommendation for Eric to serve on the Coos Bay RAC and Terry on the Roseburg RAC
  - Met with staff to discuss the pros and cons of purchasing three pickups from DFPA
  - Found that the Portland attorney and contractor from the Rock Creek Hatchery pipeline project walked out of mediation with ODFW last week. Attorney Yazbeck has threatened to sue ODFW, and by association, the Partnership. Roseburg attorney Dan McKinney, who has worked with PUR staff in the past, is a specialist in contract litigation, and is ready, willing and able to assist PUR should the need arise.

- Debbie Thornton, Fiscal and Data Manager:
  - On vacation October 25-29
  - Paid bills
  - Prepared & received many fund requests
  - Finalized information for auditor
  - Attended strategic planning meeting with staff, board members & Daniel Newberry
  - Gathered information for Daniel regarding strategic plan
- Eric Riley, Restoration Coordinator:
  - Charlotte/Luder/Upper Dean Creek Implementation
  - Contract Administration (Contract Change Orders & Contract Close-out)
  - Presented with Bob and Matt at the Port of Umpqua
  - PUR Staff Meeting -Strategic Planning w/ Staff and Daniel Newberry
  - Final Inspection on 2010 Culverts in South County
  - Coordinated OWEB Regional Review Team Tour w/ Mark Grenbemer
  - Coordinated with Sandy, Terry and David Wentz (DEQ) for possible future EPA 319 Grant
  - Attended the North Umpqua Lakes Water Quality Management Meeting at Toketee
  - Terry and I met with Carolyn Jackson to review bridge alteration options at Jordan Creek
  - Began work on project management planning for 2011
  - Met with George and Cathy Sandberg to discuss future Riparian Restoration efforts
  - Attended 2010 OWEB Conference in Pendleton
  - Researched grant options for future projects
- Terry Burleson, Planner:
  - Charlotte/Luder/Dean Creek helicopter log placement project implementation.
  - Went on field visits and gave technical advice to two landowners with erosion issues.
  - Eric, Dan Jenkins, and I inspected culverts in South County.
  - Met with Thomas McGregor from Phoenix school about use of his youth crews for planting work.
  - Attended the staff meeting and first strategic plan meeting.
  - Worked with Ann Kercher to implement a riparian restoration project.
  - Met with Doug Bailey to talk about potential culvert replacement.
  - Set up meeting with Troy Michaels to discuss riparian work in Days Creek.
- Sandy Lyon, Monitoring Coordinator:
  - Worked with Denise Dammann to pull temperature loggers in Little Wolf Creek
  - Did Myrtle Creek run showing Heather the sites and techniques
  - Met with Ross and Nancy brainstorming
  - Did two Cow Creek runs
  - Did South Umpqua run training Heather
  - Attended training for spawning surveys at BLM
  - Met as part of a working group of the Executive Committee and PUR staff to develop revisions to the '08-'11 strategic plan
  - Did coast run with M.A. and Heather for training purposes and pulled data loggers in Dean Creek at low tide  
Thank you to Jan and Jerry for hosting us for dinner while we were waiting for the low tide.
  - Attended Hydro-breakfast
  - Met with Jay Walters of the Tribe to investigate mutual opportunities in monitoring
  - Met with Jeff McEnroe and Dan Dammann to plan OWEB presentation
  - Met with Terry and Eric to plan DEQ319 Grant app
  - Heather did first Elk Creek/Tiller run with M.A. without me
  - Attended and presented at OWEB conference
- Matt Ruwaldt, Wetland Project Manager:
  - Posting signs and did last minute work for Charlotte/Luder/Upper Dean Creek Projects
  - Managed the Charlotte/Luder/Upper Dean helicopter implementation project
  - Presented with Bob and Eric at the Port of Umpqua
  - Worked with City of Reedsport staff on the Lower Scholfield wetlands project
  - Toured WFSR and Charlotte/Luder/Upper Dean projects after a rain event
  - Attended the PUR staff meeting
  - Participated in the Strategic Plan meeting
  - Attended the OWEB conference in Pendleton

- Kris Lyon, Technical and Monitoring Associate
  - Second year at Lewis and Clark College
  - Please start gathering ideas for the winter newsletter and forward to Kris@umpquarivers.org
- Brian Swift, Smith River Watershed Council Coordinator:
  - Been taking videos and photos of salmon leaping Smith River Falls.
  - Attended USWCD annual meeting.
  - Witnessed Bruce Miller tag one of the first coho for the season at West Fork Smith River fish trap.
  - Made wonderful connections and had a great time at the OWEB Conference in Pendleton.
- Nancy Geyer, Education and Outreach Program Manager
  - Attended PUR's staff meeting.
  - Worked with UCAN and Javier Goirgolzarri to organize a Hinkle Creek tour for the AmeriCorps participants (scheduled for November 30th).
  - Developed a lesson plan and visual aids for an afternoon program at Fullerton IV Elementary (scheduled for November 19th).
  - Attended FILP's recognition ceremony.
  - Met with Ross Greedy and Thomas McGregor.
- Ross Greedy, AmeriCorps Participant
  - The month of October was my first full month of service within the position. The month was great in the way of getting projects underway and making contact with community partners. My goals for the month were to; shadow PUR employees and contractors to better know their role in the partnership and identify potential opportunities for lessons and student involvement, learn about the water trail project and identify my role within the project, get up to speed with continuing projects at Phoenix School which I have stepped into, and make connections in the community to assist in the development of curriculum for students.
  - It was a busy month with a lot of shadowing opportunities and meetings. I made contact with many people in regards to opportunities for students to get outside and learn hands on. My goal is to utilize these different resources to create curriculum that will frame culminating activities in such a way that students will be more engaged and have memorable experience through participation. One such opportunity is the future development for water quality project on Deer Creek behind the school. Students will be able to transition for developing a vision and plan to establishing monitoring sites then analyzing data from several months of records taken. This will give the students an opportunity to see a whole project through from start to finish rather than just participate in one aspect of the larger goal. This is one example of potential curriculum opportunities that I have identified and I am working to contact people to get the ball rolling.
  - I have had the opportunity to meet with Brian Swift and discuss water trail concepts. This has afforded me the opportunity to determine what role would best fit my skills and us of time within the water trail project. In addition we are identifying contacts to assist in the development of on-river curriculum for students to participate in giving them an opportunity to learn more about the land where they live and why/how to protect it.
  - In addition I have been reviewing current Phoenix School projects that were underway last year through previous AmeriCorps participants, and reviewing PUR projects and goals. This has been in process by reading project documents, talking with people who were/ are involved, and visiting the areas where these projects are underway.
  - I have participated in some classroom activities and taken students out on volunteer opportunities as well. A majority of my time is currently dedicated to establishing connections and networking to create lasting curriculum for PUR and Phoenix Schools. Also I am identifying and researching areas in the county where students will gain the most benefit from in the field projects and lesson participation.
- Ann Kercher, Culvert Inventory Specialist
  - Continued work with both Heather and Brian on data collection, downloading and management.
  - Met with Terry and Eric to begin work on the Phase 2 Norton/Williams Creeks Riparian Restoration Project.
  - Project site visit with Terry and Tracy Pope for the purpose of developing a planting plan.
  - Worked with contractor Kevin Saylor to begin installation of two tree revetments to help control streambank erosion.
- Amy Pinson-Dumm, Grant Writer:
  - Worked on October OWEB grant applications- team review at PUR office.
  - Put together potential grant schedule for November thru January and sent to Eric.
  - Worked on OWEB council support grant at PUR office.
  - Wrote letter of intent for the ODPR recreation trails grant to support the Umpqua Water Trail.

- Continued research on prospects: American Rivers, WWRI, EPA 319, Bring Back the Natives (BBN).
- Attended Staff meeting.
- More grant research: Autzen Foundation (for SPOTs and GPS units), BBN.
- Attended OWEB Council Support grant training in Grants Pass.
- Worked on council support grant application with ideas from training session and sent work on draft to Eric and Bob.
- Started working on grant application to the Oregon Parks and Recreation Department for a recreation trails grant to support the Umpqua Water Trail Project and plan on attending grant training workshop for this one in Salem November 30.

**UNFINISHED BUSINESS:** None

**NEW BUSINESS:**

- Purchase vehicles: The Partnership has a unique opportunity to purchase three, used, 4x4, ½ ton pickups from the DFPA for \$10,150. In addition to the purchase, the DFPA has agreed to provide maintenance and fuel at the DFPA cost. Richard Chasm moved to approve the purchase. M.A. Hansen seconded the motion. The motion was passed without objection. The staff was asked to develop a vehicle policy for Board review.
- Support for the Network of Oregon Watershed Councils (NOWC): Responding to a solicitation from NOWC for funding support of the Network's operational costs, Stanley Petrowski made a motion to approve the expenditure of \$200 from the PUR general business account. David Parker seconded the motion. It passed without objection.

**PRESENTATION(S):** Daniel Newberry: Summary of findings from the Board "self evaluation". The "NEED" for the self evaluation is threefold; 1) OWEB requires it as part of the Council Support grant; 2) it is good information for the strategic plan; and 3) it shows funders that the Board periodically evaluates itself, looking for ways to improve.

Daniel reviewed each question asked with the number of responses for each:

- How do you describe your role and responsibilities at PUR?
- What is/are the most valuable thing(s) PUR does?
- What is your opinion of PURs current *modified-consensus* decision-making model, and why?
- If you're not completely comfortable with this decision-making model, how would you change it?
- What council decisions – or blocks to decisions – have you found upsetting over the past two years, and why?
- Do you think the current board member selection process is effective? If not, how could it be improved?
- How could the overall effectiveness of the Board of Directors be improved?
- What, if anything would you change about the organization?
- What are the most crucial (1 or 2) issues to be addressed in the next 3 years
  1. Organizationally?
  2. For the community and watershed?
- Any additional comments you'd like to record?

A protracted discussion ensued regarding two topics: Conflict of Interest and the PUR Modified Consensus process. The ED will schedule a Policy/Procedures Committee meeting to deal with these two issues in the hope that interpretation of the bylaws can be tightened up.

**COMMITTEE REPORTS:**

- Technical Advisory Committee (TAC): Eric Riley – Eric has tentatively planned a January meeting of the TAC. He announced that there will be a TAC tour with Mark Grenbemer and the OWEB Regional Review Team members on December 9<sup>th</sup> of the Wolf Creek and Six-Tribs projects south of Elkton.
- Finance Committee: Tracy Pope - None
- Nominations Committee: Alan Bunce – Bob Kinyon noted that Director Steven Rondeau of the Cow Creeks is no longer associated with the Tribe. Lonny Rainville of the CCBUTI is the contact at the Tribe to solicit a replacement for Steven.
- Events Committee: Richard Chasm: Those interested in an update should plan to attend the December 1<sup>st</sup> O/E committee meeting at PUR at 9:30 a.m. Next year's Annual River Cleanup will be discussed.
- Education Committee: Nancy Geyer

- Nancy noted that there will be a Hinkle Creek tour for Phoenix School students on November 29<sup>th</sup>. Ross Greedy is setting up transportation.
- The December WC meeting was originally scheduled at the library to update the public on PUR accomplishments. Since many thought this update should occur at the annual meeting in July, the December meeting venue is back at the ODFW conference room on December 14<sup>th</sup>.
- Nancy gave a talk on "water" to 150 students at the Fullerton Grade School.
- Seven of the eight salmon sculptures are in place. The last will be put up at the Tribal Office on N.E. Stephens.
- PUR will get a "thank you" acknowledgement from the FILP program for the Partnerships work on procuring and signing the salmon sculpture plaques. PUR will also be given the sculpture mold for future use.
- David announced that the Alder Creek non-profit had changed its name to the Alder Creek Community Forest. The ACCF will host "More Kids in the Woods", a program like *Project Learning Tree*, borrowed from the Mount Hood National Forest. He will speak more about this at the E/O committee meeting on December 1<sup>st</sup>.
- Ross Greedy will be working with Phoenix students on riparian site prep and planting along the river near Gaddis Park on December 11<sup>th</sup>.

**ITEMS FOR NEXT MEETING AGENDA:**

- The December meeting will be a work session for the Board to discuss the revised strategic plan with Daniel Newberry; an update on 2010 instream and fish passage accomplishments; an update on the PUR monitoring program and an expanded discussion of education and outreach.

**UPCOMING MEETING ANNOUNCEMENTS:** None

**NEXT MEETING:** December 14th at 9:00 a.m. at the ODFW conference room, 4192 N. Umpqua Highway.

**ADJOURN** The meeting was adjourned at 11:31 a.m.

/S/ Bob Kinyon  
PUR Secretary