#  **Columbia Slough Watershed Council General Meeting Agenda**

**Date:** Monday, October 26, 2020 **Time:** 5:30 PM to 7:30 PM

 [**Virtual Meeting**](https://us02web.zoom.us/j/89495062105?pwd=OExTYXVEOHVNTmRvTzJmMHpudzdsZz09)

Meeting ID: 831 4622 0136 | Passcode: 293646

**Optional dial-in:** +1 253 215 8782

**Attendees\***

|  |  |  |
| --- | --- | --- |
| Cathy Kellon | Daryl Houtman-City of Portland BES | Kathy Shearin-EMSWCD |
| Sunny Simpkins-MCDD | Meei Lum | Jenn Bies-Port of Portland |
| Troy Clark | Adam Reese, Apex |  |
| Bob Dolphin | Elizabeth Robillard |  |
| Keri Handaly-City of Gresham | Scott Schlief |  |

*\* This list captures only Board Members in attendance*

**Action Items**

|  |  |  |
| --- | --- | --- |
| **Action Item** | **Lead** | **Due Date** |
| Share respective agency’s JEDI resources/roadmaps with Meei | Kathy | ASAP |
| Discuss opportunities to have Keri’s birder connections offer paid birding events | Keri and Cathy | ASAP |
| Add a table with check boxes for all Board members to the draft Tree Code Testimony letter, so everyone can indicate approval or not offline; send link to Board members | Cathy | ASAP |
| Provide any substantive edits (no wordsmithing) to Tree Code Testimony draft and indicate support or not | All | October 28 |
| Post JEDI videos for November meeting and send hyperlinks to Board Members | Meei and Daryl | ASAP |
| Reshare link to JEDI videos along with materials for November meeting | Cathy | In advance of November meeting |
| Invite Nancy Henry to a future Board meeting | Daryl | TBD |
| Share draft JEDI roadmap with the Board for feedback | Meei and JEDI Committee | Winter TBD |
| Inform Cathy if willing to share a short JEDI video or topic to be viewed/discussed at a Board meeting | All | On-going |
| Try to identify and host Board for DEI training  | Port & MCDD | Before April 2021 |
| November Board Meeting = Board Retreat Session #1* JEDI discussion on white privilege, white fragility and white supremacy culture
* History of the Board
* Expectations of Board members
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| Parking Lot (topics to schedule at a future Board meeting)* Include JEDI Ground Rules on TBD Board retreat agenda
* Board review of official CSWC letters (preference or required?)
* Vanport placemaking project as JEDI discussion topic (need to think through how to frame this)
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**AGENDA**

**5:30 Welcome and Introductions**

**5:40 Business**

* Action item review and discussion
* Bob motioned to approve September meeting minutes; Daryl seconded; all approved
* Board officer elections - 2 positions for 2-year term renewal
	+ Deferred this topic until next month
* Approval to add Keri Handaly as check signer
	+ Kathy motioned to approve; Troy seconded; all approved
* Portland is revising tree code and staff would like to provide public comment
	+ Removes exemption for tree preservation and tree density in industrial areas
	+ Would like Board support for the draft letter to be submitted
	+ Argument is that industrial lands should be held to the same standard as other properties within the City’s jurisdiction
		- Exemptions are provided to maintain industrial sanctuary areas to avoid sprawl/spread
		- This could backfire if new plantings are avoided if it becomes costly to manage/maintain them after planting
	+ Can still remove trees if you pay to have some planted elsewhere, but the cost is exorbitant
	+ Cottonwoods are an issue within the Slough—often deemed as hazardous and need to be removed for public safety
	+ Not sure this would have much impact to industry given how developed Portland is; very little undeveloped land remaining
	+ Adam Reese indicated he would need more time to review before participating in a vote. Jenn Bies indicated she would abstain from voting as she does not have time to dig into this and have an informed opinion.

**6:00 Finances Review & Discussion**

* Q1 financials review and discussion
	+ Balance sheet is not far below where we were at the beginning of the fiscal year
	+ Most income comes from government grants
	+ Expenses across program areas are uneven; need to true up administration numbers to be lower than currently indicated
	+ Budget to actuals: corporate funding is much higher than anticipated but think this may be due to coding issue
	+ Financials dashboard
		- A lot of progress has been made in establishing goals/metrics to evaluate financial health of the organization, but still building out some sections
		- Doing well
			* Available days of cash on hand (5.24 months; goal is 3 months)
			* Available days of unrestricted cash on hand (1.22 months; goal is 1 month this year – want to increase this to 3 months)
			* Liabilities as % of total assets (36%; goal is <40%)
		- Areas to watch
			* Unrestricted funds are slightly lower than the target
			* Below target for both requested and awarded funding (grants, agreements, contracts)
		- Suggestion to be consistent with data using days or months in both goal and actual metrics
	+ Forecast three scenarios for income and two for expenses (more predictable and controllable than income)
		- At this time, suspect that we’ll spend more than initially budgeted but that we’ll bring in more than initially budgeted (doing really well with grants and corporate sponsorships).
		- We want to end the year with $40K more in income than expenses. Don’t think we’ll hit that amount but think we’ll be in the black.

**6:20 Updates**

* Strategic planning + JEDI training
	+ Received funding to hire a consultant for strategic planning this winter, and includes a nominal amount for JEDI training
	+ Executive Committee is considering how best to put the funds to use
	+ Will try to integrate sessions into existing Board Meetings
* Gala
	+ In consultation with Executive Committee, decided to do a modest event Feb 28, 2021 and cancel 2021 Henrietta Awards (which take a lot of time and effort)
	+ Still have the option to do some kind of event given deposit paid previously; exploring options
* Building: roof repairs, acquisition
	+ Troy, Max and Bob did the flat roof repairs, went really well
	+ Almost done with paperwork for remaining roof repairs (~$9K), now the challenge is getting into the building given challenges of street repairs and weather
	+ Talking to a lawyer to understand what it will take to develop terms for an offer to Parks
* Compensation policy and plan is in development for Board approval in November
	+ Working with a consultant, funded by unrestricted funds (included in workplan)
	+ Provides clarity for staff on pay ranges, informs merit increases etc.
* Workshare (unemployment program) starting in November
	+ Most staff will be down to 60% in November and December, and then start ramping back up starting in January
* People of Color Outdoors
	+ Executive Committee approved fiscal sponsorship for this organization
	+ Very simple construct, and supports a really important partner in the watershed
	+ People of Color (POC) Outdoors has been advertising CSWC events and we’ve seen an increase in POC participation recently
* Schedule for a series of board retreat sessions this fall
	+ November 23 Board meeting (history, expectations of Board members)
	+ December 14 from 5:30-7:30pm (strategic planning)
* ODEQ released draft MS4 permits for public comment. It might be more important to review stormwater management plans (expected to be released in January) as it’s been a long time since the last round of strategic planning was conducted.
* Nancy Hamilton is new Executive Director of EMSWCD. Previously Tom Potter’s Chief of Staff and in consulting/strategic planning for many years.
* Daryl was contacted by resident Nancy Henry about the Broadmoor development. She might be a great addition to Land Use Committee and/or Board member.
* Events have gone really well in spite of COVID restrictions.
	+ Staff have gotten really creative on adapting protocols to get outside while keeping people safe.
	+ Slavic and Latinx community leaders have participated, which is really exciting
* Scott plans to invite CSWC intern to join him while doing field work to get more exposure to environmental professions; other organization’s interns are welcome to contact Scott too
* There is currently more demand for outings than what staff can provide – paddles often get fully booked within hours or a few days.
	+ Prioritize free paddles which we get funding to support, but if capacity allows we offer paid paddles too
* Here is a link to 40 mile loop trail update - <https://40mileloop.org/40-mile-loop-gaps-report-october-2020/>

**6:45 JEDI Spotlight**

* Due to limitations on time, decided to introduce topics today and follow up with content and discussion at a future meeting.
* Can be really helpful to design a progression of topics to start with basic concepts and terminology before delving into more complexities. Plan to focus on white privilege, white fragility and white supremacy culture.

**7:30 Adjourn**