



Whidbey Island Conservation District

P.O. Box 490 – 1 NE 4th St - Coupeville, WA 98239 - 360.678.4708 – www.whidbeycd.org

Public Meeting Minutes- DRAFT October 27, 2021; 9:01 AM – 11:43 AM

1 Public Meeting

A regular meeting of the Board of Supervisors of the Whidbey Island Conservation District was held remotely via Zoom.

2 Attendance and Quorum

The following Supervisors, being a quorum of the Board, were present:

David Edwards – Chair

Mark Sytsma – Vice-Chair

Gary Ketcheson – Auditor

Jennifer Abermanis – Member

Tim Keohane – Member

Attendees:

Heather McCoy- District Manager Michelle Maynard – Finance & Operations Manager

Kelsi Mottet – Planner Allison Rinard – Educator

Alan Chapman- WACD Jean Fike - WSCC

3 Call to Order, Welcome and “Three Slides”

- Dave Edwards called the meeting to order at 9:01 a.m. Mark Sytsma shared his Three Slides.

4 Approval of Minutes from September 22nd and October 12th

Motion (1) – Jennifer Abermanis moved and Gary Ketcheson seconded to approve for minutes presented. Motion passed.

5 Partner Reports

- Jean Fike gave WSCC updates. She shared that Kirk Robinson is the Interim Executive Director for the Conservation Commission. She also shared updates regarding the SCC’s Cultural Resources webpage (new documents) and SCC’s Strategic Plan (please comment by 11/5). Jean added that the WACD annual conference will be held virtually over the month of November.
- Alan Chapman gave WACD updates, including information about the Natural Resources and By-laws Committees and details about the upcoming WACD Business Meeting (11/30; which will be both in-person and virtual). There will be 7-8 resolutions and approx. 4 by-law changes presented. The Annual Conference will be online over the month of November and will cost \$50/individual or \$150/organization.

Motion (2) – Mark Sytsma moved and Tim Keohane seconded authorization for Heather McCoy to pay the \$150 fee so that all WICD Board and Staff can attend the conference.

6 NACD TA grant project overview

- Heather introduces new Natural Resource Educator Allison Rinard. Allison gave an overview of the project. Planner Kelsi Mottet discussed the distinctions between the WSCC cost-share program and NRCS’ EQIP and CSP programs.

7 WACD Northwest Meeting

- Supervisors Jennifer Abermanis, Gary Ketcheson and Mark Sytsma gave their impressions of the NW Meeting.

8 Financial Report and Actions

- Financial Report – Michelle Maynard reviewed the September 2021 Financial Report.

Motion (3) – Gary Ketcheson moved and Mark Sytsma seconded to approve the September monthly financial reports as presented. Motion Passed.

- Shared Forester NTA agreement subaward contract – Heather McCoy discussed this contract (which was not ready for submission to the Board by this meeting).

Motion (4) – Gary Ketcheson moved and Tim Keohane seconded authorization to Heather that she send the contract to the Board via email as soon as it is ready and the Supervisors share their feedback with Board Chair Dave Edwards. With this motion, they authorize Dave Edwards to sign the contract barring any objections to the document. Motion passed.

- Shared Engineer Interlocal Agreement contract – Heather McCoy discussed revisions to this document based on feedback received from our Board and the Board of the Skagit CD.

Motion (5) – Tim Keohane moved and Gary Ketcheson seconded approval of the contract as presented with one edit (“or” to “for”). Motion passed.

9 WICD Election Business and Actions

- WICD 2022 Election Resolution – Michelle Maynard presented the resolution and shared the election timeline. Tim Keohane noted that he will not be seeking re-election.

Motion (6) – Mark Sytsma moved and Jennifer Abermanis seconded approval of the Election Resolution. Motion passed.

10 District Manager Report

- Heather McCoy gave an overview of the Annual Work Plan’s first quarter status.
- Heather outlined the proposed components and timeline for the 2022-2027 Long-Range Plan.
- Heather gave updates on the initial stages of work with the Public Sector Personnel Consultants.

10 Meeting Adjourned 11:43 AM

11 Other, Upcoming Dates and Review of Motions

- November 2-20 – Annual WACD Conference (online)
- November 11 – Veteran’s Day Holiday – Office Closed
- November 16 – Rain Garden Assessment Training (contact Gwendolyn)
- November 17 – WICD Board Meeting
- November 25-26 – Thanksgiving Holiday – Office Closed
- November 30 – WACD 2021 Annual Business Meeting
- December 15 – WICD Board Meeting
- December 25 – Christmas Holiday – Office Closed

Review of Motions:

Motion (1) – Jennifer Abermanis moved and Gary Ketcheson seconded to approve for minutes presented. Motion passed.

Motion (2) – Mark Sytsma moved and Tim Keohane seconded authorization for Heather McCoy to pay the \$150 fee so that all WICD Board and Staff can attend the conference.

Motion (3) – Gary Ketcheson moved and Mark Sytsma seconded to approve the September monthly financial reports as presented. Motion Passed.

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Motion (5) – Tim Keohane moved and Gary Ketcheson seconded approval of the contract as presented with one edit (“or” to “for”). Motion passed.

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