

- 9 Conservation Plan Approval Policy -**
Discussed definitions and perimeters regarding board approval for WICD work products. The Board requested that staff generate a draft policy for WICD plan products and approval.
- 10 Conservation Plan Approval**
Board discussed additional information provided by Bruce Gordon regarding Farm Plan 12_17_1 (tabled from December Board meeting).
Matt Zupich presented Forest Plan 1_18_1 for approval.
Motion (3) Tim Keohane motioned to approve Forest Plan 1_18_1. Motion passed.
- 11 Website and Outreach Report**
The Board requested that WICD Outreach Coordinator, Kelsi Franzen, email her update to the Board and provide an in-person report at a future meeting.
- 12 Sexual Harassment Training**
“Sexual Harassment Training for a Harassment-Free Workplace” video was watched by Ed Adams, Tim Keohane, Tom Fournier, Anza Muenchow, Bruce Gordon, Matt Zupich, and Sandy Welch. Remaining staff will view over the next month.
- 13 Upcoming Dates, review of motions and adjourn at 11:18 a.m.**
- February 5 – Legislative Days in Olympia
 - February 21-23 – WICD Plant Sale packing days
 - February 24 – WICD Plant Sale pick-up day and Open Sale
 - February 28 – WICD Regular Board meeting 9:00 a.m.
- 12 Motions:**
- Motion (1) Tom Fournier moved to approve the minutes of the December 20, 2017 Board meeting with the following amendment to Motion 7. Motion passed.**
Motion (7) Ed Adams moved that the District Manager keep all sick and vacation leave hours accrued during full-time status (cap 320 for sick and 240 for vacation). District Manager will accrue sick and vacation leave hours as a .8FT employee until the accrual drops below 256 hours for sick and 192 hours for vacation (the caps for a .8FT employee) at the end of a calendar year. Motion passed.
- Motion (2) Tom Fournier moved to approve the P & L and voucher report including vouchers #6118 - 6136 (\$24,139.94); ePay deposits to Employment Security, L&I, and WA State Dept of Revenue (\$2,955.73); POS purchases (\$1,185.54); and EFTPS for monthly 941 payroll tax (\$6,412.73); Motion passed.**
- Motion (3) Tim Keohane motioned to approve Forest Plan 1_18_1. Motion passed.**