



Whidbey Island Conservation District

P.O. Box 490 – 1 NE 4th Street, Coupeville, WA 98239 - 360.678.4708 Fax: 360.678.2271

Public Meeting Minutes April 19, 2018; 9:00 – 11:00 a.m.

1 Public Meeting

A regular meeting of the Board of Supervisors of the Whidbey Island Conservation District was held at the Whidbey Island Conservation District office, 1 NE 4th Street, Coupeville, WA.

2 Attendance and Quorum

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

Ed Adams – Chair
Sarah Richards – Vice-Chair

Tom Fournier – Auditor

Also in attendance or presenting:

Karen Bishop – WICD District Manager
Matt Zupich, WICD Natural Resource Planner
Shana Joy (by phone) – WSCC Regional Manager

Sandy Welch – WICD Financial Administrator

Mark Sytsma – guest

3 Call to Order and Welcome

Ed Adams, Board Chair, called the meeting to order at 8:30 a.m. with a quorum present.

4 Minutes

Motion (1) Tom Fournier moved to approve the minutes of the March 28, 2018 Board meeting. Motion passed.

5 Financials - Sandy Welch presented the monthly Financial Report, noting the Penn Cove grant contract delay and its effect on income.

Motion (2) Tom Fournier moved to approve the P & L and voucher report including vouchers #6188 - 6210 (\$31,710.12); POS purchases (\$686.44); and EFTPS for monthly 941 payroll tax (\$5,241.81); Motion passed.

Motion (3) Sarah Richards moved to roll over the 90-Day CD maturing on the April 30. Motion passed.

6 WSCC Report - Shana Joy (by phone) shared information about upcoming programs, meetings and initiatives. Also provided information about the upcoming opportunity to meet Regional Manager candidates on May 4.

7 Funding, Cost Share, Project Status Update – Matt Zupich provided an update on regional and local NTAs and projects, including the areas of Lone Lake, Maxwelton watershed, and Greenbank. WICD is also included in forestry and other regional NTA project proposals.

8 WACD Report - Sarah Richards, Northwest Area Director, reported on the process of selecting candidates for the Regional Manager position. The Board discussed WACD membership and possible resolutions to propose this fall.

9 FY19 Work Plan and Budget - The Board reviewed the draft work plan and budget, and discussed upcoming changes to staffing related to retirement of Ken Drecksel and Bruce Gordon in FY19.

Motion (4) Tom Fournier moved to proceed with the hiring process for a 1 FTE Technical Planner to be in place by October 1. Motion passed.

Motion (5) Sarah Richards moved to direct WICD District Manager to begin conversations with the Organic Farm School (OFS) to explore opportunities for OFS to include veterans in their enrollment - as part of the Beginning Farmer Rancher project. Communication will include partners who have expressed interest in furthering farmer Veteran training in agriculture on Whidbey Island. Motion passed.

Motion (6) Sarah Richards moved to approve the DRAFT work plan and budget including amendments to go out to the public the first week of May. Motion passed.

11 District Manager's Report – Karen Bishop updated the board on her responsibilities with WADE (WA Association of District Employees). She asked whether the board would like a special meeting to discuss the Conservation Accountability Performance Program guidelines from WSCC to include defining supervisor roles and responsibilities. Board decided to include this in a regular meeting. Also discussed was putting together a project tour to take place in the summer.

12 Upcoming Dates, review of motions and adjourn at 11:17 a.m.

- April 25-26th WSCC Policy & Budget Development Meeting. (Karen, Sarah)
- May 9 – Schedule 22 Internal Audit. (Tom, Anza, Sandy, Karen)
- May 23 - WICD Regular Board meeting 9:00 a.m.
- June 11-13 WADE Conference in Leavenworth.
- June 20 – WICD/SCD presentation to Board of Island County Commissioners

13 Motions:

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