

Columbia Slough Watershed Council General Meeting Agenda

Date: Monday, March 16, 2020 **Time:** 5:30 PM to 7:30 PM

Join the call: <https://www.uberconference.com/ssimpkins>

Optional dial-in number: 724-320-0053

PIN: 34001

Attendees*

Cathy Kellon	Meei Lum	Adam Reese-Apex
Kathy Shearin-EMSWCD	Keri Handaly-City of Gresham	Jenn Bies-Port of Portland
Troy Clark	Daryl Houtman-BES	Emily Henke
Sunny Simpkins-MCDD		

* See sign-in sheet for members of the public in attendance.

Action Items

Action Item	Lead	Due Date
Scan a copy of Board meeting sign-in sheets and send to Secretary to attach to meeting minutes or save in Google Drive folder	Cathy	On-going
Review actions items and inform Jenn if any have been completed	All	On-going
<ul style="list-style-type: none"> ● Standing topic: Action item review ● Standing topic: JEDI Ground Rules ● Others TBD 	<ul style="list-style-type: none"> ● Jenn ● Meei ● TBD 	April 27 Board Meeting
Get contact info from Cathy & confirm roof scope/cost with Frank	Bob	TBD
Send suggestions to Cathy for short JEDI videos or topics to be viewed/discussed at each meeting	All	TBD
Share list of topics / resources from JEDI discussion groups	Kathy	TBD
Email Beaumont-Wilshire neighborhood association leadership to gauge interest in some kind of joint event in August	Keri	ASAP
Ask Sunny for a Prologis contact and inquire if they'd be willing to attend March or July Board meeting to discuss the trail	Bob	ASAP
Secure non-parks use permit for roofing replacement (without final insurance forms & roofer estimate, if possible)	Cathy	ASAP
Coordinate with Karen Carrillo re: levee tour with Beaumont-Wilshire neighborhood association	Adam, Sunny	Before August Board meeting
Conduct mid-year Board meeting schedule check in on dates, start times, locations etc.	Board	Summer 2020
Try to identify and host Board for 2 nd DEI training	Port & MCDD	Before April 2021
Deferred agenda items, due to capacity constraints: <ul style="list-style-type: none"> ● Vanport placemaking project as JEDI discussion topic (need to think through how to frame this) ● Land Use discussion (policy, priorities/strategy, Committee vs. staff, develop form for land use-related requests for support covering who/what/when/where/why) ● Broadmoor Golf Course: The council has not yet determined if/how/when to participate in that proposed development. ● Board review of letters (preference or required?) 		

AGENDA & NOTES

5:30 – 5:45 Welcome and Introductions

5:45 – 6:20 Sarah Miller, ODEQ, “Sediments across the watershed.”

- It’s been two years since the last update
- ODEQ using settlement funds to advance a few clean-up projects
- Need to remove an amount of sediment equal to the amount of material being added (i.e., sand and activated charcoal)
- Goal is to address specific sources of pollution to alleviate hot spots and improve habitat so bioaccumulation in fish will reduce over time
- Discussion:
 - E. Whitaker Ponds: ODEQ working with the City; ODEQ always CC: City comments to Metro Metals. ODEQ and City have their own authorities – DEQ incorporates comments that work under ODEQ’s authorities. Some of the other comments can be addressed through the City’s permitting process.
 - Remedial actions are intended to not impact environmental resources – the intent is to improve them in a long-term fashion. Typically require monitoring plans to ensure cap is working. Habitat improvements are typically in lieu of giving ODEQ \$50K, and companies elect to do the work themselves and other natural resource agencies are consulted.
 - Monitoring timeframes: vegetation usually 5 years; sediment caps usually 10 years—and can have them re-evaluate approach if the remedy is not successful.
 - Sounds like monitoring is not included for benthic communities. What if we wanted to know if the sediment cap is helping benthic communities, would we have to do this ourselves?
 - ODEQ is focused on ensuring the contaminants do not seep through the sediment cap over time. Sarah can share a study from WA Dept of Ecology re: impacts to benthic communities.
 - Johnson Lake – looked at fish tissues and found a reduction in PCB concentrations (not down to safe levels yet though) but did not look at benthic communities
 - CSWC is always interested in better understanding how these projects are helping the ecosystem

6:35 – 7:30 Business Meeting

- Approval of minutes from February - Chair (2 minutes)
 - Jenn motioned to approve; Daryl and Meei seconded; approved.
- Action item review - Jenn Bies (3 minutes)
- Approval of mid-year budget revision - Keri and Cathy (10 minutes)
 - We were waiting for reconciliation through mid-point of fiscal year

- Over budget in a few categories, event income is low, individual donations, fee for service and interest income all look good, under budget in a few categories
- Revenue is low in large part due to account receivable; once this settles out we should be on track
- Expenses have been lower overall due to savings and personnel
- Restricted funding is on track
- Used most of unrestricted funds; gala is the primary event to build these funds back up and with COVID-19 impacts to events it's not looking feasible to reschedule this fiscal year
- Still want to move forward with staff pay raises – they are small amounts and come from restricted funds which is fairly stable. Anticipate hearing about a few other small grants, so think there is less pressure to raise even more.
- Still working with SMJ to get everything coded correctly – admin expenses will shift and ~35% will be reallocated across program areas
- Summary:
 - Recommend adjusting budget down but not sure how much. COVID-19 is something none of us have dealt with before and uncertainty is so high. Seems best to be conservative.
 - Does this assume not bringing in the seasonal hire? The low-end forecast includes a part-time seasonal event assistant.
 - Over budget on contracting services; typically subcontracts with Verde and others for stewardship which is baked into restricted funds, events where we hire food vendors or musicians etc. are more flexible and we could spend less here. Also had overlap in bookkeeping costs while SMJ was getting up to speed; these costs will go down.
- Why can't we hold gala later in 2020?
 - Staff bandwidth is the major concern during peak summer season June-September and then elections follow pretty close afterwards.
 - Likely will have to make major adjustments to workplans and assume funders will work with us on this and hope some funders will support reallocating from restricted to unrestricted category.
 - Could still hold subsets of gala to generate donations—online auction and special appeal combined with sponsorships could net \$30-40K
 - Lead time to have enough ticket sales just is not there, and expected economic downturn will likely impact people's ability to donate
- Intent is to keep staff employed; looking at total workload and ensuring there is enough work for everyone regardless of assigned program. Will work with funders to ensure they are comfortable with any adjustments to keep staff employed until things settle back to normal. May have opportunity to shift some programming online rather than in person.

- Keri motioned to approved adjusted budget to low-end adjusted forecast; Meei seconded; all approved.
- Committee Reports
 - JEDI (Meei)
 - Trying to get the committee back together and level set on membership position descriptions.
 - Have had a strong equity focus within programs (e.g., Groundwater 101 and Paddle Team recruitment with LatinX communities).
 - New Meyer Memorial Trust grant to support equity and JEDI work.
 - Got Impact Survey translated into Spanish.
 - Gala (Cathy)
 - Cannot completely recoup the loss of cancelling gala but have some options to mitigate the loss.
 - Many sponsorships are willing to retain contributions even without gala; considering a matching challenge donation.
 - Implement direct mailer with 1-pager on programs and impact, online campaign and online auction during the same week as gala was planned (aligns with Earth Day).
 - Could be opportunity to frame CSWC's work in support of community mental health by being in nature (part of greater wellbeing). Need to consider downside of encouraging lots of people to congregate on trails in context of COVID-19.
 - Cathy will engage Board Members with specific requests on fundraising support including direct calls or emails to previous gala attendees.
 - Amazon Smile demo (Keri)
 - AmazonSmile is a website operated by Amazon with the same products, prices, and shopping features as Amazon.com. The difference is that when you shop on AmazonSmile, the AmazonSmile Foundation will donate 0.5% of the purchase price of eligible products to the charitable organization of your choice.
 - You can now select CSWC as part of your Amazon Smile profile and default to Smile page when shopping online. Here are [set-up instructions](#) created by another charitable organization.
 - Reminder: you can also set up [FredMeyer Community Rewards](#) to automatically donate to CSWC every time you shop
- Board retreat March 19th
 - Relationship building is a key part of the goal for the retreat so cancelled rather than hold it virtually
 - Sunny will send info once it's rescheduled for a later date
- New Board Member vote

- Sunny motioned to approve Elizabeth Robiard as a Board member; Daryl seconded; all approved. Quorum achieved.
- Oak Harbor Freight
 - Did not meet deadline so project seems to be dead
- Trail by Portland Police Bureau
 - Have correct contact so Bob can draft a letter
- Broadmoor Golf Course
 - Development plans continue to move forward
 - City working to figure out access to Buffalo Slough
- Mandatory sewer hookup and potential fees for CSWC – lots of discussions happening at the City about this

7:30 Adjourn

Upcoming Events

~~Stewardship Saturday: Johnson Lake, March 21, 9:00am~~

~~Stewardship Saturday: Planta de Tratamiento de Aguas Residuales, March 28, 9:00am~~

Stewardship Saturday: Wilkes Creek Headwaters, **April 18**, 9:00am

Slough Celebration Gala at Exchange Ballroom, **April 23**, 6:00pm

Board Meeting at Port offices, **April 27**, 5:30pm