



TRWC Steering Committee Meeting
February 17, 2016; 4-6 pm
New Location: Steelhead Room
Clean Water Services
 2550 SW Hillsboro Hwy, Hillsboro, OR
 Cell phone: 503-830-9852 (April)

Minutes

X	Rich Van Buskirk, Chair	X	Roving Member: Stephen Cruise
	Kristel Fesler, Vice Chair	X	Coordinator: April Olbrich
X	Jan Miller, Treasurer	X	TRWC members: Ross Van Loo
X	Bob Baumgartner, Co-Secretary	X	Jon Pampush
X	Jennifer Nelson Sneed, Co-Secretary	X	John Gaddes

- 1) Discuss March meeting (5 minutes)
 - a) Ice breaker for meeting: favorite sign of spring
 - b) Discuss and decide March focus/agenda following discussion on items below #2 & #3 below.

March meeting agenda:

- Synopsis of CWS listening session;
 - Synopsis of the “What Next?” discussion from last month
 - Presentation of the potential directions we could go
 - Ask membership to contribute any goals not included already
 - Invite any TRWC members to join Capacity Committee
- 2) Follow up from February 2016 TRWC meeting discussion. Next steps with proposed actions. Five page attachment. (15-30 minutes) To be discussed as part of the March 2, 2016 TRWC meeting, but not discussed at the Feb 17 2016 Steering Committee meeting.
 - 3) CWS listening session synopsis – Rich, Kristel, Bob, Jon, April (15-20 minutes)
 Rich, Kristel, Jon and April attended a listening session with CWS (Ken Williamson, Sheri Wantland, Bob Baumgartner, Tom VanderPlatt, Mark Jockers, Rich Hunter, and Bruce Roll) on February 9th. Rich, Bob, Jon and April presented a summary of the discussion. The overarching advice from CWS was to focus on scale and growth.

Discussion: During the meeting, members discussed how to move forward. They debated whether to follow an incremental or revolutionary approach to addressing capacity issues and programming development. The needs to identify a services niche, develop story telling tools about past successes, seek additional funding and raise capacity (staffing) were all discussed.

Tools identified for doing so include developing a core message and direction in strategic planning and grant writing for capacity building. Several approaches for working together with the full Council to move forward were considered. The consensus was that this topic has been deeply explored with the help of previous consultants and that capacity building is critical in the short run at this point given the uncertainty of future funding.

The steering committee agreed to prepare a set of potential future roles for the Council to be presented at the next meeting.

It was also determined that the capacity committee needs to set a regular meeting date. Jon will follow up with Kristel on this.

Action item: Steering committee members to submit one or more roles by reply all to the email with this meeting's documents before next meeting.

The full Council will be asked for suggestions at the March 2nd meeting. The capacity building committee will refine these ideas and bring them back to the Council at a future meeting.

April 6th TRWC meeting: John McDonald, Tualatin SWCD, will be invited share information about their ballot proposal. Cole Kepplinger, a TRWC seasonal employee and Pacific University student will also invited to provide a presentation of his capstone project regarding the Dairy-McKay culvert surveys on private lands mapping.

- 4) See March meeting agenda on first page of these minutes.
- 5) Capacity Committee updates. See discussion above.
- 6) TRWC February 2016 meeting minutes (Bob); Edit to minutes: Motion was by Tom Nygren
- 7) Interest for TRWC to serve as fiscal agent partner for other Tualatin Basin non-legal entities in grants. April provided background on the proposal by Neighbors for Smart Growth (NFSF)
 - Updates – Jan wrote to officers about defining roles such as who grant recipient will be. April reaching out to Crista Gardner, Metro, about who would be grant recipient and whether or not they would have the appropriate insurance coverage. The applicant has substantially revised its application to primarily fund schematic for trail and some community involvement in planting efforts. Several TRWC partners provided letters of support and in-kind matches. Catlin Gabel is a good partner in conservation. There could be education opportunities with classroom education with partners. This would meet our interests in expanding our urban involvement. Jan clarified how we determine our indirect percentage. It is based on the current negotiated indirect cost rate with the federal government.
 - Discussion followed as to wisdom of taking on this responsibility:
 - A concern was raised that NFSG must remain the grant recipient, and they need to remain responsible for all insurance. Going forward, TRWC will need a policy on minimum requirements to serve as a fiscal agent.
 - In addition to those administrative concerns, decision comes down to the investment of time and what is valuable. April clarified that the in-kind support committed was part of the original proposal and not an addition caused by serving as fiscal sponsor.
 - Partnership on this grant serves the TRWC mission under outreach and education. Serving as fiscal sponsor allows the grant to move forward.
 - Action item: April to work with Jake on a memo, consult with them on legal entity.

8) Project opportunities – Project Updates.

Restoration committee:

Additional opportunities have arisen:, culvert failures with high water (Little Beaver Cr). April, Dave Stewart and Aaron Shaw met a landowner on two properties on which culverts need to be replaced and riparian areas enhanced, with funding potentially from OWEB small grant and JWC grant. Opportunity exists with other landowners for other restoration projects.

Education and outreach

Refuge Bird Day May 21 – want to replicate last year’s activities, i.e., native plant plugs for participants to take home; need to contact Rich VB about possibility of PU students growing plugs.

Issues

Submitting a letter of comment to Oregon Water Resources Place Based Planning thanking for the opportunity to participate and future planning steps. Four other projects fully or partially funded.

The TRWC proposal ranked “strong” and staff is thinking now about next cycle, looking for chance to set up community process to discuss next cycle. Bob recommends we lead the convening of that, include in the letter.

New alternates joining us:

Tualatin Valley Water District: Joel Cary;
Environmental: Tualatin Riverkeepers, Brian Wegner.

Need to do better job of defining TRWC and stakeholders’ expectations of alternates

Meeting adjourned 6 pm.

Respectfully submitted,

Jennifer Nelson Snead
Co-Secretary