



**Council  
Minutes Meeting of  
November 1, 2017**

Stakeholders Present:

Bob Baumgartner	Service Districts (Sewerage) Representative, Clean Water Services
Ruby Buchholtz	Environmental Organizations Primary Representative, Tualatin Riverkeepers
Stephen Cruise	County Primary Representative, Washington County
Kristel Griffith	Water Districts, Primary Representative, City of Hillsboro Water Department
Ariel Kanable	Business and Industry Representative, Washington County Visitors Association, Primary Representative (shared position)
Jan Miller	Citizen at Large Primary Representative
Greg Mintz	Citizen at Large Alternate Representative
Tom Nygren	Small Woodland Owners Primary Representative, Washington County Small Woodlands Association
Jon Pampush	Fisheries Primary Representative, Trout Unlimited
Victoria Saager	Citizen at Large Primary Representative
Aaron Shaw	Soil & Water Conservation District Primary Representative, Tualatin SWCD
Carla Staedter	Parks Alternate Representative, City of Tigard Parks
Rich Van Buskirk	Education Primary Representative, Pacific University
Dave Waffle	City Alternate Representative, City of Beaverton

Staff Present

Karlene McCabe	Transition Manager
April Olbrich	TRWC Coordinator

Guests Present:

Jenny East	OSU Extension Services, Oregon Sea Grant
Bill Stride	Tualatin Basin resident
Dick Stride	Tualatin Basin resident
Chris Toole	Tualatin Basin resident

**Welcome and Introductions:** The meeting commenced at 7:00 p.m. with introduction.

**Approval of October TRWC minutes:** The minutes were adopted by consensus.

**Public Comment.** Jenny East, OSU Extension Sea Grant program is located in the Washington County office; her job includes education about preventing introduction of invasive aquatic species from marine vessels. She also passed around a flyer about an upcoming Urban Green Infrastructure seminar, which OSU is presenting.

**Council business: Election of 2018 TRWC officers.** Dave Waffle made a motion with a second by Kristel Griffith for unanimous vote for the slate of officers (below) which was approved.

Chair: Rich Van Buskirk

Vice Chair: Bob Baumgartner

Co-Secretaries: Ruby Buchholtz, Greg Mintz

Treasurer: Jan Miller

**Presentation: Progress Report from TRWC Transition Manager Karlene McCabe.**

Karlene McCabe briefed the Council on her actions on potential transition scenarios for the Council. Karlene has been providing transition work for a variety of non-profit organizations for the past seven years as a consultant and as part of Nonprofit Association of Oregon (NAO). Karlene was the executive director for the Greenbelt Land Trust based in Corvallis.

Karlene reminded she sent us all a write-up of the background discussion focused on where we are as an organization. Karlene noted she has reviewed previous work done by Bob Hazen for the Council; reviewed our mission and vision; and has also visited several groups to get some background information on the Council.

Her impression from conversations is that there is a role for the Council in the basin and part of the issue is finding our niche. Karlene has developed a Draft Strategic Direction for TRWC based on her discussions. Everyone should feel comfortable providing comments.

Karlene wants to obtain input from Council members on the Draft Strategic Direction for TRWC in order to determine if this is a vision that can be shared with funding partners. She plans to meet individually with TRWC members. Karlene is also proposing the Steering Committee members meet with representatives from the Oregon Watershed Enhancement Board (OWEB), which is the major source of Council's operations funding.

Rich Van Buskirk noted this is a part of the effort that the Council, specifically the capacity committee, has been working on for several years. Rich noted that the proposal does indicate a bigger role for the Council and a larger role for Council members and invited feedback on the Draft Strategic Direction for TRWC.

Discussion:

**Meyer Memorial Trust past and current funding:**

Meyer funded a 10-year Willamette Initiative that included Willamette watershed councils; The TRWC was not one of the councils selected. This funding included some capacity building funding. The Willamette Initiative Funding will be concluding and there are no plans to do it again. A report was produced that may provide some useful information for the Council. Karlene noted there is some funding to help groups collaborate. Meyer also has a funding focused on social justice and inclusiveness. Karlene noted that environmental groups often did not have diversity in their

membership. Karlene noted that funders in Oregon often look for equity and inclusion for the group or the board.

**Rogue Basin partnership** The Rogue Basin partnership has a great website and is a merge of several watershed councils located on the Rogue River. OWEB and others helped four of the watershed councils merge into a single entity with many partners focused on common goals. Karlene thinks they have a good strategic plan that may be applicable in the Tualatin.

**Draft Strategic Direction for TRWC.** Karlene was asked about percentages she presented for the Executive Director (ED): 25% of time in building and nurturing partnerships; 25% of ED time is spent in project proposal or grant writing. Both the ED and Board are expected to undertake fundraising with 10% in fund raising of ED time. Equity and inclusion work (10%) could take up some time especially in the developmental stages.

It was also asked about how these percentages will change after the transition and as the Council develops. That is a little harder to predict 3-5 years down the line. Karlene is hearing that our partners would like to see more of a role in the council to be a convener of various groups or issues in the basin.

Caution was expressed that there is a lot of meat on the bones in the proposal and the Council will need to prioritize what it can really do –but focused on several areas. Karlene noted the percentages should reflect where the Council wants to go. The proposed changes may be challenging without significantly more funding for the Council. Council members have never been expected to fund raise for the Council. Perhaps the Council can continue its current path and then institute the changes as the funding develops.

#### **Council Operations and Funding:**

Jan noted all of the primary members and their organizations are the board with the steering committee designated as the governing board.

OWEB's Council Capacity grant provides 65% of the Council's operating funds. The 2016/2017 operating expenses were \$86,000 with salary, employer taxes, and benefits comprising \$69,000. If we have an ED those costs will likely increase.

A review of the OWEB grant evaluation criteria for Council Capacity grants, showed 3 of 5 criteria focus on restoration. A concern was raised on how much time to put toward convening without putting at risk the OWEB grant by failing to meet the evaluation criteria. The Steering Committee will clarify this when it talks with OWEB.

The Council has a dedicated core of members that are involved but struggles in getting broader involvement. It is complicated dynamic represented by the group. There does not appear to be a lot of energy in the Council. Different groups have different roles in the basin and different levels of commitment and different opportunities for funding.

Participants may be more involved if they see something that they need. New funders may see a need for a voice in the watershed and be willing to fund that effort.

Others note that if the Council continues its current path, it may lose funders and participants and may not be sustainable. In response, it was noted that we really need to find common shared benefits and more attention needs to be placed on mutual benefits and values added. Interpersonal relationships can really make a difference for some groups.

Councils can be a comfortable place and change can be a challenge. Other councils have changed and we may want to reach out to them to find out how they did it and what advice they have for us.

**Role of State Agencies.** What role do government agencies, such as Oregon Department of Fish and Wildlife have? We should as a Council think about their role. They perhaps see themselves as resources. Perhaps we should see government agencies as partners. The discussion that followed identified several options for how we can partner with other groups like us, with other entities in the basin, as well as the regulatory groups. April needs to update the Steering Committee on how we currently interact with other groups.

**Restoration Activities.** A point was raised that Tualatin Basin residents may be more aware of and value “on the ground enhancement work” versus a role as a convener. The Council will want to retain enhancement activities and promote its projects more., The Council may also be able to find a broader niche for bigger projects. It is not likely an “either – or” process.

Further comments noted that there are many ways the Council can participate in restoration activities that add value beyond what is currently been done.

Karlene noted that discussions with the restoration committee may provide an opportunity for thinking strategically on where the Council can focus and with whom it can work. There may be opportunities with cities in the urban area. Karlene noted that her experience was that her previous organization was much more effective when it collaborated (partnered) with other groups to be strategic in their prioritization. It was noted that there are many organizations performing enhancement activities in the Tualatin, which provides opportunities for the Council.

**Comments were requested from the capacity building committee.** There is support about needing to improve our funding, our organization, and some restructuring. Two members liked the draft vision because it is divided out by percentages of time and inspired income, and looking for niches. The equity and inclusion will become more and more important. One member wants to approach the changes incrementally as funding is secured.

The Council had a great discussion about vision, opportunities and the need for messaging about what we are accomplishing in the basin.

Rich Van Buskirk asked for input from TRWC members to move forward with the vision through a three-step process. Should we go out to seek support with a vision for change? A second step would be to better understand what funding is or may be available. With that we can then develop a more feasible plan.

Vision and preamble statements may help in the selling of the suggestion of what we can do, what do we mean and how can we help get there. There was general agreement that the information and approach was there but some clarification would help. There are several ways the Council structure could change. It would help to describe how the vision is different than what other organizations are already going in the basin. What do our members see as needs for the basin? A potential focus could be the impact of urbanization on Coho

Karlene said she can come back and speak on the vision and funding as well as what she hears from our members. Rich noted that this is a great start.

### **Coordinator Updates**

April will try to set a meeting soon to continue the focus on the State of the Watershed Event.

Respectfully submitted,

Bob Baumgartner  
Co-Secretary

**December 6, 2017 TRWC refreshments: Ariel Kanable**

**Roving Steering Committee member for November 15 meeting: Aaron Shaw**