



**MONTHLY MEETING**  
**March 4, 2020**  
**7:00 PM to 8:30 PM**

*The Council's mission is to foster better stewardship and understanding of the Tualatin River watershed resources, address natural resource issues; and ensure sustainable watershed health, functions, and uses.*

Join us and socialize after 6:45 pm!	<p align="center"><b>Clean Water Services</b>  <b>Administration Bldg. Complex</b>  <b>Tualatin River Room</b>  <b>2550 SW Hillsboro Highway, Hillsboro</b>  <b>(Driving directions on web site)</b></p>	<p align="center"><u>Council Office</u>  Phone: 503 846-4810  FAX: 503 846-4845  trwc@trwc.org  <a href="http://www.trwc.org">www.trwc.org</a></p>
7:00 PM	Meeting called to order	Chair: Bob Baumgartner
7:05 PM	Introductions	
7:10 PM	Public Comment	Chair: Bob Baumgartner
7:15 PM	Approval of February 2020 TRWC Minutes (requested)	Chair: Bob Baumgartner
7:20 PM	<p align="center"><b><u>Presentation</u></b></p> <p align="center"><b><i>Developing a Social Media Strategy for the Tualatin River Watershed Council &amp; Discussion with Council</i></b></p>	Samantha Sharika, Project Manager
8:05 PM	<p align="center"><b><u>Presentation</u></b></p> <p align="center"><b><i>NetMap Characterization of the Tualatin River Watershed: An Early look at some of the capabilities &amp; Discussion with Council</i></b></p>	Scott McEwen, Executive Director
8:30 PM	Adjourn	

**March 4, 2020 Council meeting refreshments: We will have Pizza!**



## **Tualatin River Watershed Council Meeting Minutes February 5, 2020**

### **Stakeholders Present**

Alexis Cooley	Drinking Water Provider Primary Representative (shared position), City of Hillsboro Water Department
Bob Baumgartner	Services Districts (Sewerage) Primary Representative, Clean Water Services
Lacey Townsend	Soil and Water Conservation District Primary Representative, Tualatin SWCD
Jon Pampush	Fisheries, Trout Unlimited
Ross Van Loo	Citizen-at-Large
Rich Van Buskirk	Education Primary Representative, Pacific University
Tom Nygren	Small Woodland Owners Primary Representative, Washington County Small Woodlands Association
Jan Miller	Citizen-at-Large

### **Staff Present**

Scott McEwen	TRWC Executive Director
Samantha Sharka	TRWC Project Manager

### **Guests Present**

Wade Peerman	Oregon Department of Environmental Quality
Carol Murdock	Clean Water Services
Kellyn Baez	Clean Water Services
Chris Toole	Citizen

### **Welcome and Introductions**

Bob Baumgartner, Chair, opened the meeting at 7:00 pm and reviewed the agenda. Stakeholders, staff, and guests introduced themselves.

Scott McEwen introduced TRWC's new Project Manager, Samantha Sharka.

### **Presentation: Restoring Wapato National Wildlife Refuge – Benefits to Wildlife and Community (Carol Murdock, Clean Water Services)**

- The Refuge is an 800-acre lakebed, along the Pacific flyway and upstream of the community water supply. In the 1930s, the lakebed was converted to agriculture (specifically onion farming) and a levy system was installed to drain the lake.

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- The goal of the project is to protect water quality of the Tualatin River; protect, restore and manage rare and native habitats for fish and wildlife.
- Many partners are needed for funding and collaboration. Over \$5 million has been secured.
- There was discussion about how TRWC can be involved in education aspects of the project in the future.
- There was a question about Tribe involvement. Tribes are involved and working closely with USFWS.

### **Public Comment**

- None

### **December 2019 TRWC Minutes**

Alexis Cooley moved to adopt the December minutes as presented. Ross Van Loo seconded. **Adopted by consensus.**

### **Treasurer's Report (Rich Van Buskirk)**

- Rich gave a mid-Fiscal Year update on the finances. He distributed a Profit and Loss Report for July-Dec 2019, showing all projects. Some grants on the report have been completed and those columns will disappear next Fiscal Year.
- Kelly Dawes, TSWCD Director of Finance and Operations, is now doing the books as an in-kind contribution.
- Goal is to present a financial report summary quarterly to the Council.

### **Findings from Interviews with seven Watershed Council Executive Directors**

Scott McEwen presented a summary of phone interviews he conducted with Executive Directors/Coordinators from seven Watershed Councils in Oregon. Goal of interviews was to get info on various governance structures. The following Councils were interviewed:

- Johnson Creek Watershed Council (Daniel Newberry)
- North Clackamas Watershed Council (Neil Schulman)
- Columbia Slough Watershed Council (Cathy Kellon)
- Clackamas River Basin Council (Cheryl McGinnis)
- Luckiamute Watershed Council (Kristen Larson)
- Marys River Watershed Council (Holly Purpura)
- Oswego Lake Watershed Council (Jack Halsey)

### **Question 1: Governing structure models**

- Stakeholder
  - Clackamas River Basin Council
- Sector approach
  - Oswego Lake
  - Columbia Slough
  - Luckiamute

- Traditional nonprofit
  - Johnson Creek
  - Marys River
  - North Clackamas

**Question 2: Council membership classes**

- All board members voting
  - All except Johnson Creek and Clackamas River
- Tiered membership
  - Johnson Creek: agency reps are non-voting; volunteer board members are voting
  - Clackamas River: all stakeholders are voting members; Federal agency reps are non-voting members

**Question 3: Decision-making**

- Most use consensus
- 50% + 1 majority: Oswego Lake
- 2/3 majority: Johnson Creek, North Clackamas
- All councils have committees that do work outside of Council meetings

**Question 4: Ensuring council member participation**

- Examples of things Councils do: clear expectations, keeping attendance, board training, motivational board chair, meetings every other month, volunteer members and voting members are more likely to participate, committee work is most common motivating factor

**Question 5: Removal/replacement procedures**

- Quorum vote
- Super majority vote
- Can resign at any time

**Question 6: Changes and restructuring**

- North Clackamas and Clackamas River: both recently rewrote by-laws
- Daniel Newberry (Johnson Creek) recommends hybrid governance model in order to incorporate interest of community groups

**Question 7: Council efforts in DEI**

- Johnson Creek and Columbia Slough: 5-year Equity and Inclusion Plans and have formed committees to enact actions in these Plans.
- Luckiamute is undergoing an organization-wide DEI assessment
- Marys: going through trainings
- Others: think it's important but haven't started
- Several examples of how councils are implementing DEI principals

**Question 8: OWEB requirement**

- "...council represents a balance of interested and affected persons within the watershed."
- OWEB is concerned with representation across stakeholder groups

**Question 9: Funding from Annual Events**

- Johnson Creek and Columbia Slough: \$20K
- Clackamas River and Luckiamute: \$4-5K
- Others: not significant fundraiser, just appreciation event
- North Clackamas will no longer host annual event

**Question 10: Corporate fundraising**

- Some have no corporate funding
- Many receive corporate donations for annual events (sponsorships)

**Question 11: Public grants**

- Ranged from 50-90% of total funding

Samantha went through some benefits of a restructure. Currently in a fact-finding phase.

There was a group discussion about council members attending meetings of diverse groups throughout the county just to introduce and be there to start building relationships.

**Adjournment**

The meeting adjourned at 8:40 pm.

Respectfully submitted,

Lacey Townsend, Secretary

## **Tualatin River Watershed Council**

**Executive Director Report to Council Members - Project and Activity Update: February 2020**

### **CONVENOR: STRATEGIC PLAN - GOAL 1**

#### **Cedar Mill North Johnson Creek Coordination**

1. Meeting with TSWCD, CWS and Washington County regarding Watershed Navigator position description.
2. Set Programs Subcommittee March meeting date.
3. Interviewed by PSU student on CMNJC efforts.

### **PARTNERSHIP BUILDING: STRATEGIC PLAN - GOAL 1**

1. Meeting with TBPAC Partners. (02/06/2020)
2. Meeting Charlotte Trowbridge, TSWCD regarding education grants. (02/13/2020)
3. Workshop – Power of Partnership, Clean Water Services. (02/03/2020)

### **BUILDING ORGANIZATIONAL CAPACITY: STRATEGIC PLAN - GOALS 4 & 5**

1. The Watershed Council now has a health and dental insurance plan with Providence Health Plan. This is one more step in professionalizing the organization and creating a benefit package that can attract and retain top level staff.
2. The TSWCD offered to use some of their training budget to send Samantha and I to the Connect Conference in April. THANK YOU, LACEY AND KELLY!
3. We emptied our storage unit and ended our use of it. This will save the Council \$1,300 annually.
4. Upgraded our ArcGIS 10.7.1 to ArcPRO and ArcGIS Online.
5. Meeting with TSWCD regarding GIS data sharing.
6. Established an organizational Instagram account. Currently has 113 followers.

### **RESTORATION PROGRAM: STRATEGIC PLAN - GOAL 2**

#### **Restoration Committee**

1. February Committee meeting.
2. March Committee meeting will host John Dvorsky from Waterways Consulting to present their recent lower Gales hydrogeomorphic assessment.

#### **NetMap Basin wide Analysis**

1. Received our first NetMap GIS deliverables.
2. Meeting with TerrainWorks and TSWCD to review deliverables. (02/24/2020)

#### **East Fork Dairy Creek Project**

1. Two sites visits to oversee planting with TSWCD.
2. Our first OWEB invoice for the East Fork Dairy Creek project was approved. This is important since this invoice required us to properly document all our permitting, invoicing, and grant match for the project. It is also important since it is an invoice for \$72,000.

North Johnson Creek

1. Riparian planting underway with students from Catlin Gable

**ADMINISTRATION AND GOVERNANCE: STRATEGIC PLAN - GOALS 4 & 5**

1. Council Meeting (02/05/2020)
2. Prepared meeting materials for March Council meeting
3. Processed invoice payments
4. Processed banks deposits