



**Washington Association of Conservation Districts**

**Board of Directors Meeting  
Monday • February 22, 2016  
1:00 – 5:00 PM**

**Fir Ballroom • Red Lion, 2300 Evergreen Park Drive SW  
Olympia, WA**

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**MOTIONS**

- A motion was made by Dean Longrie approve the minutes of the November 30, 2015 board of directors meeting as presented. Motion received a second and passed.
- A motion was made by Mark Moore to accept the financial reports as presented. Motion received a second and passed.
- A motion was made by Larry Davis to establish the WACD Tribal/District Outreach and Partnership Committee as a special committee as proposed by the Tribal Outreach Task Force. Motion received a second and passed.
- A motion was made by Michael Crowder to approve the policy revision as presented, WACD Policy #2012-007 (R3), WACD Committees and Committee Operating Procedures Policy, to specify details of establishment of the WACD Tribal/District Outreach and Partnership Committee as a special committee, with the proper title. Motion received a second and passed.
- Mark Craven moved to declare Tanna Engdahl, by unanimous consent, as Chair of the newly established WACD Tribal/District Outreach and Partnership Committee. Motion passed.
- A motion was made by Tom Miller to instruct the Executive Committee to analyze Foster Pepper documents developed as options to establish an LLC for the WACD Plant Materials Center, and to prepare recommendations for consideration by the Board of Directors at the June or a special meeting. Motion received a second and passed with one “nay”.
- A motion was made by Dean Longrie to appoint Tom Miller, WACD Vice President, as the WACD representative to the Ecology Agriculture and Water Quality Advisory Committee, to replace David Vogel, retiring WACD Executive Director. Motion received a second and passed.

- A motion was made by Dean Longrie to appoint Alan Stromberger, WACD Past President, as the WACD alternate representative to the Ecology Agriculture and Water Quality Advisory Committee, to continue his service in that capacity. Motion received a second and passed.
- A motion was made by Jerry Hendrickson to establish a WACD task force to proceed with action on the WACD resolution 2015-16 on supervisor elections, to proceed working with the WSCC on two actions directed by the resolution. Motion received a second and passed.
- A motion was made by Tom Miller to instruct the Executive Committee to prepare recruitment packages (job descriptions, recruitment documents) for the Executive Director and Administrative Coordinator positions, and undertake recruitment, and report recommendations for hiring to the Board of Directors at the June meeting or a special meeting. Motion received a second and passed.
- A motion was made by Dean Longrie to direct that WACD enter into an agreement with NRCS for tribal training in June, as presented. Motion received a second and passed.
- A motion was made by Jerry Hendrickson to limit the WACD cash contribution to support the tribal training at \$5,000. Motion received a second and passed.
- A motion was made by Tom Miller that the WACD President, or the President's designee, is authorized to act on routine administrative matters, and specifically to execute the NRCS-WACD agreement as presented, following direct consultation with the full Executive Committee. Motion received a second and passed.
- A motion was made by Tom Miller that the Executive Committee operate under an interim policy directive that WACD will provide signatures for check payments according to the following: Secretary-Treasurer signature required for checks less than or equal to \$500; Secretary-Treasurer and President signatures required for checks greater than \$500. Motion received a second and passed.
- The meeting was declared adjourned by unanimous consent.

**WACD**  
**Washington Association of Conservation Districts**

**Board of Directors Meeting**  
**Monday • February 22, 2016**  
**Fir Room • Olympia Red Lion Hotel**  
**Olympia, WA**

Board of Directors Present

Mark Craven (Snohomish), President	John Preston (Grant), NC Area Director
Tom Miller (Spokane), Vice President	John McLean (Foster Creek), NC Area Director
Alan Stromberger (Lincoln), Past President	Mark Moore (Kittitas), SC Area Director
Larry Davis (Whatcom), Secretary-Treasurer	Eddie Johnson (Lincoln), NE Area Director
Michael Crowder (Benton), National Director	John Floyd (Pend Oreille), NE Area Director
Dick Ryon (King), NW Area Director	Jerry Hendrickson (Asotin), SE Area Director
Doug Rushton (Thurston), SW Area Director	Karen Bishop (Whidbey), WADE President
Dean Longrie (Clark), SW Area Director	

Board Members Unable to Attend

Jeff Ellingson (Snohomish), NW Area Director  
Gail Thornton (North Yakima), SC Area Director  
(VACANT, SE Area Director)

WACD Staff Present

David Vogel, Executive Director

Others in Attendance for all or part of the meeting

Jim Jesernig, WACD Consultant	Sarah Richards, Whidbey Island CD, Supervisor
Roylene Rides at the Door, NRCS State Conservationist	David I. Hall, Thurston CD, Supervisor
Mark Clark, WSCC, Executive Director	Roger Wristen, Cascadia CD, Supervisor
Tanna Engdahl, Clark CD, Associate Supervisor	Ron Zee, San Juan Islands CD, Supervisor
Lynn Engdahl, Clark CD, Supervisor	Linda Lyshall, San Juan Islands CD, District Manager
Jim Baye, Lincoln CD, Supervisor	Monte Marti, Snohomish CD, District Manager
Vicki Carter, Spokane CD, District Manager	Bobbi Lindemulder, Snohomish CD, Op Prg Mgr.
Leslie Michel, Okanogan CD, Soil Scientist	Don Hatler, Clallam CD, Supervisor
Kirsten Cook, Okanogan CD, Education & Outreach Coordinator.	Matt Heins, Clallam CD, Supervisor
Albert Roberts, Okanogan CD, Supervisor	Joe Holtrop, Clallam CD, District Manager
	Lindsay Coates, Foster Pepper

The meeting was called to order at 1:05pm by President Mark Craven. Self-introductions were made by the board members and audience members. General comments were shared by President Craven.

**WACD BUSINESS:**

Minutes - A **motion** was made by Dean Longrie approve the minutes of the November 30, 2015 board of directors meeting as presented. Motion received a second and passed.

Financial Report – Larry Davis presented the January 2016 financial report. There was brief discussion about the IRS tax withholding issue and the PMC. Larry will contact the Association’s account and get in writing a clarification, if possible, of why the IRS did not reimburse the full amount of tax withholding. A **motion** was made by Mark Moore to accept the financial reports as presented. Motion received a second and passed.

Dues Report – Larry Davis shared that only two districts have not paid their 2016 dues. They will be contacted. The single district that is not a WACD member will be visited to discuss their joining the association.

NACD Report – National Director Michael Crowder reported that Washington’s 27 attendees comprised one of the largest state contingents at the NACD national meeting in Reno, NV. He requested that we try to recruit someone from Washington to serve on the NACD Coastal Resource Policy Group and the NACD Urban Policy Group. Further, urged that Washington State be represented on the NACD Soil Health Champions network.

Tribal Outreach Task Force Committee Request and Committee Policy Revisions - After brief discussion about the existing WACD Tribal Outreach Task Force, and Task Force request to make it a permanent committee, a **motion** was made by Larry Davis to establish the WACD Tribal/District Outreach and Partnership Committee as a special committee. Motion received a second and passed.

A **motion** was made by Michael Crowder to approve the revisions as presented to WACD Policy #2012-007 (R3), WACD Committees and Committee Operating Procedures Policy, to specify details of establishment of the WACD Tribal/District Outreach and Partnership Committee as a special committee, with the proper title. Motion received a second and passed.

Mark Craven **moved** to declare by unanimous consent, Tanna Engdahl as Chair of the newly established WACD Tribal/District Outreach and Partnership Committee. Motion passed.

Department of Ecology Agriculture and Water Quality Advisory Committee – WACD Appointee. David Vogel provided a recap of the history of the DOE/AWQ Advisory Committee and WACD’s involvement. A **motion** was made by Dean Longrie to appoint Tom Miller, WACD Vice President, as the WACD representative to the Ecology Agriculture and Water Quality Advisory Committee, to replace David Vogel. Motion received a second and passed.

A **motion** was made by Dean Longrie to appoint Alan Stromberger, WACD Past President, to continue his service as the WACD alternate representative to the Ecology Agriculture and Water Quality Advisory Committee. Motion received a second and passed.

PMC Limited Liability Corporation/Trust Establishment Recommendation – Ms. Lindsay Coates, with Foster Pepper law firm, shared information about the draft proposal establishing the Plant Materials Center as a Limited Liability Corporation. Discussion ensued with a number of questions being asked. A **motion** was made by Tom Miller to instruct the Executive Committee to analyze Foster Pepper documents developed as options to establish an LLC for the WACD Plant Materials Center, and to prepare recommendations for consideration by the Board of Directors at the June or a special meeting. Motion received a second and passed with one “nay”.

Elections Task Force. Dave Vogel reminded the Board of a 2015 resolution to work with the State Conservation Commission on the supervisor elections issue. A **motion** was made by Jerry Hendrickson to establish a WACD task force to proceed with action on the WACD resolution 2015-16 on supervisor elections, to proceed working with the WSCC on two actions directed by the resolution. Motion received a second and passed.

2016 Legislative Days Overview – Jim Jesernig, WACD consultant, reviewed the current session and messaging to share during visits with legislators.

Personnel Recruitment Recommendations – Discussion was held on the process for finding the Association's next Executive Director, and whether an Administrative Support position was needed. A **motion** was made by Tom Miller to instruct the Executive Committee to prepare recruitment packages (job descriptions, recruitment documents) for the Executive Director and Administrative Coordinator positions, and undertake recruitment, and report recommendations for hiring to the Board of Directors at the June meeting or a special meeting. Motion received a second and passed.

NRCS-WACD contract to support the Working Effectively with American Indians summer training opportunity – NRCS State Conservationist Roylene Rides at the Door described the training and NRCS interest in working with WACD to provide support. A **motion** was made by Dean Longrie to direct that WACD enter into an agreement with NRCS for tribal training in June, as presented. Motion received a second and passed.

A **motion** was made by Jerry Hendrickson to limit the WACD cash contribution to support the tribal training at \$5,000. Motion received a second and passed.

Interim Operating Procedure Policy – Discussion was held to clarify the administrative/governance relationship between the Executive Committee and the Board of Directors. A **motion** was made by Tom Miller that the WACD President, or the President's designee, is authorized to act on routine administrative matters, and specifically to execute the NRCS-WACD agreement as presented, following direct consultation with the full Executive Committee. Motion received a second and passed.

A **motion** was made by Tom Miller that the Executive Committee operate under an interim policy directive that WACD will provide signatures for check payments according to the following: Secretary-Treasurer signature required for checks less than or equal to \$500; Secretary-Treasurer and President signatures required for checks greater than \$500. Motion received a second and passed.

Area Directors Forum – Due to time, no reports or discussion was held.

Supervisor Leadership Development Update – The next meeting of the work group has been cancelled. A status report will be presented at the June Board of Directors meeting. The Board was provided with a copy of curriculum ideas for the advanced leadership development training component and was asked to comment.

Partnership Reports –

- Washington State Conservation Commission (WSCC) – Mark Clark, Executive Director.  
Mark presented a plaque of appreciation to Alan Stromberger for his service to the Commission while he was WACD President.

Mark shared information about the Voluntary Stewardship Program, the Dairy Loan Program, and Commission staffing matters.

- Natural Resources Conservation Service (NRCS) – Roylene Rides at the Door, State Conservationist.  
Roylene shared that Spokane and Whatcom CDs each were awarded a Regional Conservation Partnership Program (RCPP) grant.
- Washington Association of District Employees (WADE) – Karen Bishop, President.  
Karen shared that the annual WADE conference will be June 13-15, in Leavenworth.

Personal Remarks – Dave Vogel thanked the Board for the opportunity to serve the Association the last four years. Larry Davis expressed personal thanks and appreciation for Dave’s service and friendship.

**ADJOURNMENT**

The meeting was declared adjourned by unanimous consent at 5:34pm.

Respectfully submitted,  
Larry Davis, WACD Secretary-Treasurer