

## Skagit Watershed Council - Final Notes

### Meeting of the Board of Directors – June 1, 2017 9 am – 12 pm

(\* indicates action item;        indicates decision, parentheses indicate attachment #)

Attendance: Chair Ken Dahlstedt, Richard Brocksmith, Brendan Brokes, Steve Hinton, Michael Kirshenbaum, Jon-Paul Shannahan, Colleen McShane, and Jon Vanderheyden.

Not in attendance: Carolyn Kelly

Guest – member of the Nominating Committee: Tim Manns (Skagit Audubon) came into the meeting for the Nominating discussion.

#### Call to Order

- Introductions, Determine Quorum, and Approve Agenda – Agenda approved as is.
- Approve Board Notes: April 13 and May 4, 2017 - No changes except that JP seconded the motion in April's meeting. Jon moved and Michael seconded approval of the April 13, 2017 and May 4, 2017 notes with one addition. Motion carried unanimously.

#### Executive Directors Report

- Approve March and April Financial Reports – Financials are on target as we near fiscal year-end. In April the budget was \$9,917 in the black. For the budget YTD, the budget is \$6,622 in the black. Regarding sub-award contracts, Richard noted that all capacity fund grants are closing out at the end of the fiscal year, some existing contracts will be extended, and a few will be replaced with new contracts pending approval in August.
  - JP moved and Jon seconded approval of the March and April financial reports. Motion carried unanimously.
- Lead Entity Program and Community Engagement Program Updates – All habitat project sponsors seeking 2017 grants will give a presentation at the June 14 Council or Members meeting. **\*Richard will reach out to all members inviting them to attend.**

#### Committee Reports - M&AM Subcommittee and CEC (#6)

- Community Engagement Program –
  - Social media is going well. Spring photo contest ended yesterday. Facebook is nearing 300 likes, which is about the size of many of our member's accounts. Intern will finish this month. The Community Engagement Committee (CEC) had an excellent meeting this week. They supported the draft work plan that the Board will see later today. A draft Communications Policy is ready for Board review today.
  - The first edition of the Resource Guide is nearly complete. Richard and members of the CEC spoke with Directors of Curriculum in Mount Vernon and Burlington/Edison School Districts - the largest regional districts - who are very excited about this work. A Skagit STEM network – week of training and professional development – will occur in August and SWC may attend. A volunteer with a Masters in Environmental Education will help SWC get the Guide finalized and published. We've proposed to do a digital edition in the

next fiscal year. SWC can use this as a springboard to improve scope and sequence and alignment of existing curriculums. The Board considered the draft work plan. They suggested exploring opportunities for funding if we can make a connection to the Canadian portion of the Skagit watershed. **\*Richard will reach out to Jim Chu who has done extensive work on international flyways internationally.** They also liked the tie in with North Cascades Institute. Similar work is being done in Whatcom County, so efforts will be made to reach out to them. **\*Allison will get Richard in contact with the group's leader to explore cooperation in a broader, digital north Puget Sound resource guide.**

- Protection Subcommittee – Habitat scores have been redrafted with hydromod information and are under review. Staff also looked at vegetation impairments in a document and webmap that will be reviewed by the TWG and the Protection Subcommittee. State and other public lands data was scrubbed to determine what qualifies. That data will be reviewed by the Protection Subcommittee and TWG. Next step is a special meeting of the TWG this summer after project review is completed. Final policy issues will be brought to the Board in the near future.
- M&AM Subcommittee – The subcommittee is working on compiling existing monitoring information but have also agreed to recommend monitoring protocols for the near future on priority gaps. Sometime this summer a draft report will be ready for review. Steve felt optimistic that this is a good start. Jon asked if we have reached out to those conducting other efforts in Skagit. Steve noted that the focus is on status and trends that fit well with the Recovery Plan.
- Richard, Ken and Steve heard presentations at the Puget Sound Salmon Recovery Council meeting and reviewed the ESA Status Report for Puget Sound. An update to Ecology's Critical Areas Guidance – funded by grant - is improving the guidance on Monitoring and Adaptive Management for critical areas subject to the growth and shoreline management acts. The Tribal Management Conference would like to augment Chinook implementation strategy on a regional scale by proposing several "bold actions." Richard shared a list of those actions proposed by the TMC and an article from Chris Dunagan providing context and a summary of the SRC's discussion. Steve added information regarding the new framework rolled out by PSP and EPA with a subgroup of tribal entities and their input on priorities for the 2018 Action Plan Update. Steve is on the subcommittee working to provide key near-term actions for moving this initiative forward more boldly. The organization would need more detail on the proposed actions before considering them further.
- PSP Leadership Council is meeting at Padilla Bay on June 21 and will visit the completed Fir Island Farm restoration site – a great opportunity to see a project post-construction.

### **Old Business**

- Nominating Committee – Richard explained the nominating process. New terms must go through the Nominating Committee which makes a recommendation to the Board who votes. The slate of nominees is voted on by the Council of Members. We can have up to 11 Board members (we are at 7 currently with Carolyn resigning) and the committee has been working diligently to get nominees in the pipeline for the June and September

meetings and ahead of other Board members' terms ending in September and December. Michael highlighted efforts to recruit appropriate new Board members.

- The members of the Nominating Committee convened during the meeting. After discussion and as members of the Nominating Committee, Steve moved and Michael seconded that John Stein be brought forward for Board consideration as a new SWC Board member. Motion carried unanimously. As members of the Board, Steve moved and Jon seconded that John Stein be nominated to the Council of Members for a new, 3-year Board term. Motion carried unanimously.  
**\*The Nominating Committee will create a plan to address staggering Board appointments by September.**
- M&AM Subcommittee Member Appointments – Richard read the memo from the last meeting asking the Board to officially approve the members of the M&AM committee: Colleen moved and Brendan seconded approval of the M&AM list of members as read by Richard. Motion carried unanimously.
- 2017/2018 Work Plan and Budget – Richard outlined elements of the draft work plan and Budget for 2017-18. The Board felt SWC should preserve capacity funding, though that may require raising additional funding. The Board supported the new ½ time Outreach Coordinator (OC) position with the understanding that it will be listed as a one-year position initially, dependent on funding. They recognized the importance of freeing up Richard's time and the value of targeted community outreach. Richard pointed out that estimated income will be more accurate once the state budget is approved. All information should be available for consideration at the August meeting. The Board agreed that this budget increases FTE's from 2.8 to 3.3 and assumes a 3% salary increase (though those decisions will come later). Additional outside funding will be needed for a digital Resource Guide. \$65K is allocated for professional services. Reserves are estimated at \$100k with \$12K allocated in this budget. With federal government cuts, the reserve will ensure SWC can cover for weak spots in the budget.  
**\*Richard will double-check the numbers in the budget for financial services. \*Richard will correct the labeling on the FTE column (re: .2% of their time is .1FTE). \*Richard will move forward with advertising the ½ time Outreach Coordinator position. Jon proposed and Colleen seconded to adopt the budget as proposed on an interim basis including the hiring of a ½ time outreach coordinator and to revisit the work plan and budget in August and/or September. Motion carried unanimously.**

## **New Business**

- Estuary Restoration Resolution Discussion (#10) – Richard drafted this resolution for multiple reasons, including the need to be responsive to conversations he is having with other entities in the county to explore mutually-beneficial strategies. It would be helpful to have a statement of how much habitat protection and restoration is enough to meet our mission, to tie that to the Chinook Recovery Plan and our adaptive management process, and to support our leadership in having relevant dialogue. The Board expressed that they appreciate Richard initiating the conversation. The Board acknowledged the benefits of working together and participating where we can. Ken emphasized that SWC should try not to get caught up in political sensitivities or picking sides; that we are focused in areas where

we agree we can make progress. This could lead to being caught in commitments or resolutions in the future that SWC may not support. Collectively, the SWC Board cannot make commitments that would bind any single member because they may conflict with their organizational goals. They all agreed to the point of keeping this particular resolution non-specific in naming partnering organizations, but instead to generally point to our collective desire to have productive dialogue to understand habitat complexities and trade-offs that could lead to protection and restoration progress.

**\*Richard will redraft the memo and redistribute it to the Board for their input.** The Board members asked Richard to: 1) Broaden the message beyond the estuary and look at goals of the whole Chinook Recovery Plan; 2) Do not name specific organizations (3FI and Local Governments) in the memo; and 3) Change the wording of “approves” and “adopts” on page 2 and simplify the wording on the 3<sup>rd</sup> whereas statement. The Board recommended having more internal discussions before venturing into a SWC Council of Members’ discussion on this topic.

- SWC Communications Policy Discussion (#11) – The Board discussed the policy and the benefits of having rules in place to manage procedures for handling difficult encounters as we extend our conversations in the community. Richard’s draft policy is in response to Board desire to outline who speaks for whom and direction on how to manage messaging ahead of doing the interviews and other outreach. This and the social media policy and procedures work together to set controls on the process. The policy addresses a broad array of communications that might be made by, about, or on behalf of the Skagit Watershed Council (SWC). **\*Any new contracts will include this policy. \*In regards to a question about whether there is a standard set of messages drafted in an appropriate tone to reflect what we are speaking represents a broader group, the Board will consider this further and provide input.**
  - Richard recommended moving ahead with Kulshan Services conducting interviews over the next month on broad community and quality of life themes with three different groups: tribal, pioneer, and NCI. Draft blogs of about 1000 words. **\*Richard indicated he would share these interviews with the Board before making them public.** After using those to wrap up Phase 1 efforts to set a community context, we will proceed with key conversations about natural resources and economy and put before the CEC.
  - The Communications Policy doesn’t approve what people can say. Any person can have their individual opinion, but to speak for the organization, they need to work through the process. Jon asked if there are position papers to refer to. Richard said no other than foundational documents, but more will be developed. **\*The Communications Policy will be on the agenda again soon. \*Richard will add the mission statement at the top of the document and see how to tie into the annual work plan.**

**Adjourn: 11:54 am.**

**Next SWC Board Meetings:** August 3, 2017 and September 7, 2017

**Other SWC Meetings:** June 14, 2017 (Council of Members); July 11 and August 1, 2017 (LECC)