

CLEARWATER RC&D COUNCIL, INC.
MEETING MINUTES
December 11, 2014
Brammer Building, Lewiston, ID
1:15 p.m. to 3:15 p.m.

ATTENDANCE

Bob Tippet – President of Clearwater RC&D
Jacqui Gilbert – Executive Vice President of Clearwater RC&D
Alan Martinson – Treasurer of Clearwater RC&D
Ivy Dickinson – Secretary of Clearwater RC&D
Clyde Hanson – Idaho County
Greg Johnson – Lewis County
Ken Roberts – At-Large Member
Dick Hodge – At-Large Member
Drew Blankenbaker – Executive Director of Clearwater RC&D

CALL TO ORDER ~ INTRODUCTIONS ~ AGENDA CHANGES

- Bob Tippet called the meeting to order at 1:15 p.m. and introductions were made.
- *Dick Hodge moved to approve the October 23, 2014 Minutes, as presented. Jacqui Gilbert seconded. Motion passed.*

Treasurer's Report

- Alan Martinson presented the Treasurer's Report and the Transaction Report by Class, as of November 17, 2014.
- Alan described the details of the Report, including any discrepancies and negative balances, and stated that all of the reimbursements have been submitted.
- Alan also discussed that Drew has been working with Harris and Co. for the FY 2014 Audit.
- *Alan Martinson moved to accept the Treasurer's Report. Dick Hodge seconded. Motion passed.*

Executive Director's Report

- Drew Blankenbaker reviewed his activities and accomplishments over the last month and discussed several upcoming events.
- Drew reported that the FY 2015 sponsorship contribution invoices have been distributed and that about 80% of them have already been received.
- Drew also presented a report produced by The Wilderness Society regarding collaboration work happening in the State of Montana.
- Clyde Hanson announced that the National Association of RC&D Councils 2016 Conference will be held in Reno, Nevada.
- Drew stated that there was one decision made by the Executive Committee via email since the Council's October 23rd meeting. This included unanimous approval of a Cost Share Agreement Modification #2 for the Musselshell Pollinator Garden project.

NEW BUSINESS

Western RC&D Association 2015 Conference

- Clyde Hanson reported on the upcoming Western RC&D Association 2015 Conference.

- Clyde reviewed the travel options for those interested in attending and presented the draft agenda for the conference.
- The Council determined that the Council's budget would allow for two attendees. Clyde expressed interest in attending and Malcolm has previously expressed interest.
- Drew suggested that the Council present the video of the Clearwater Basin Youth Conservation Corps as a Success Story.
- *Alan Martinson moved to approve the attendance of Clyde Hanson and Malcolm Dell, and provide approval to draft the letter to the Western Assoc. Secretary authorizing our attendees as voting delegates; Clyde as the primary, and Malcolm as alternate. Jacqui Gilbert seconded. Motion passed.*

Clearwater Basin Youth Conservation Corps 2015 Program

- Drew presented a proposal by the Clearwater Basin Youth Conservation Corps for a revision to the roles and responsibilities and program structure for 2015.
- The Council reviewed the various entities and partners involved in the effort and what additional roles and responsibilities are being requested of the Council.
- Council members inquired about the additional time and effort required of the Executive Director, as well as the additional liability insurance that would need to be obtained.
- Drew reported that all of the costs associated with taking on additional roles and responsibilities for the program would be borne by the CBYCC program and its funding sources, primarily a Participating Agreement with the USFS.
- No action was taken on this item, and the Council agreed to revisit this proposal at its January 22, 2015 regular meeting.

Idaho Community Foundation Regional Competitive Grant Cycle

- Drew presented a grant opportunity from the Idaho Community Foundation.
- The application deadline for the northern region and this particular grant cycle is January 15, 2015.
- Two opportunities exist for this grant, the Clearwater Basin Youth Conservation Corps and/or a general application made by the Council for some undetermined organizational development purpose.
- Drew reported that the application process is relatively simple and would be a great opportunity for the Council to expand its funding base.
- The Council agreed that no consensus has been reached as to which should be pursued at this time, but the opportunity is recurring and should receive future consideration.
- No action was taken on this item, but the Council agreed to revisit this item, if necessary, prior to the January 15, 2015 application deadline.

Clearwater Basin Collaborative – Biologist Professional Services Contract

- Drew presented the final draft of the Wildlife Habitat Restoration Initiative (WHRI) Ungulate Research Biologists Professional Services Contract.
- Drew reminded the Council that the RFP provided for 4 independent work items that contractors could bid on individually or as a combined proposal.
- Drew reported that the WHRI Executive Committee had decided to proceed with work items 1 & 2 only and that a decision about the two remaining work items would be made at a future date and as funding permitted.
- Drew reported that the contractor selected by the WHRI Executive Committee to perform the work was National Council for Air and Stream Improvement, and that the WHRI Executive Committee was recommending approval of the Professional Services Contract, as drafted.

- *Jacqui Gilbert moved to approve the final draft of the Professional Services Contract, as presented and directed staff to gather the necessary signatures. Alan Martinson seconded. Motion passed.*

Idaho Firewise: Project Manager Professional Services Contract Renewal

- Ivy Dickinson presented final draft of the Idaho Firewise Program Manager Professional Services Contract.
- Ivy highlighted the updates and changes to this contract, including the payment terms, duration, and scope of work modifications.
- The Council deliberated on the contract term as December 1, 2014 to November 20, 2015 and the not to exceed amount of \$44,213.04, and the Council agreed that the terms were acceptable as presented.
- *Alan Martinson moved to approve the Professional Services Contract, as presented and directed staff to gather the necessary signatures. Ken Roberts seconded. Motion passed. Ivy Dickinson abstained from the vote.*

Idaho Firewise Internship Opportunity

- Ivy Dickinson reported that Idaho Firewise was exploring opportunities to hire an intern for the South Idaho Program Manager, Brett Van Paepeghem. The intern would be based in Boise and would be working directly with Brett.
- The Council agreed that the internship opportunity sounded like a good idea for the program and that as long as all laws, rules, and regulations pertaining to internships were met, that the Council could facilitate the internship opportunity.
- No action was taken on this item, but the Council agreed to revisit this item prior to its January meeting, if deemed necessary.

OLD BUSINESS

Officers Biographies & Photos

- Drew reminded the Officers of his request to provide a brief biographic paragraph and a photo to be posted on the Council's website.
- Drew reported that this update to the website will begin with Officers, with additional members' information being added later.

COMMITTEE REPORTS

Financial Review Committee

- No updates were presented.

Forestry/Fire Committee

- No updates were presented.

Agriculture Committee

- Alan Martinson reported that we were informed that several of the CWMA agreements would be allowed to carryover funds for 2015.

Sustainable Resources Committee

- No updates were presented.

The meeting adjourned at 3:02 p.m.