

CLEARWATER RC&D COUNCIL, INC.
MEETING MINUTES
February 26, 2015
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
Tera King – Vice President Clearwater RC&D
Alan Martinson – Treasurer of Clearwater RC&D
Ivy Dickinson – Secretary of Clearwater RC&D
Clyde Hanson – Idaho County
Jim Boland – City of Moscow
Ken Roberts – At-Large Member
Dick Hodge – At-Large Member
Lorie Higgins – At-Large Member
Malcolm Dell – At-Large Member
Alex Irby – CBC Representative, Guest

CALL TO ORDER	~	INTRODUCTIONS	~	AGENDA CHANGES
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- Bob Tippet called the meeting to order at 1:15 p.m. and introductions were made.
- *Ken Roberts moved to approve the minutes for December 11, 2014, and January 22, 2015. 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
- Wildlife Habitat Restoration Initiative is proceeding with next round of elk capture project. RFQ for helicopter services is an agenda item.
- Expecting 3rd Rocky Mtn. Elk Foundation grant in support of Wildlife Habitat Restoration Initiative
- Recently submitted 2015 Circle of Diamonds Application.
- Have received all of the 2015 sponsorship contributions except for NP Soil & Water Cons.
- 2014 Annual report posted to website.
- Palouse Knowledge Corridor partnership opportunity – showcase event for non-profits. New ED should get involved. Opportunity to identify new potential projects/partners.

Treasurer's Report

- Alan Martinson presented the Treasurer's Report and the Transaction Report by Class, as of February 20, 2015.
- 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 the FY 2014 Audit, financial statement, Form 990 (copies available for review for anyone interested). Audit went very well; Harris and Co. came to Moscow for a site visit, issued an unmodified or unqualified clean opinion. Still considered high risk because we have to complete 3 consecutive full audits to be moved to low risk. Harris and Co. would like to do the audit in Moscow next year.
- *Ken Roberts moved to accept the Treasurer's Report, and Audit. Malcolm Dell seconded. Motion passed.*

NEW BUSINESS

Executive Director Transition

- Executive Committee had a conference call to discuss when and where to advertise this position and to identify a timeline for advertising, conducting interviews, and hiring a new ED
- Asked Drew to help us out with some of the administrative tasks associated with advertising the position and compiling applications. Executive Committee also voted an agreement into place with Drew to allow him to continue to temporarily perform some essential duties for the Council until we have a new ED in place.
- Position open through March 1st, applications will be reviewed by March 4th, interviews planned for March 9th and 10th. Goal is to have new ED in place by April 15th.
- Executive Committee also made the decision to not take on new projects until a new ED has been hired. Probably until the end of April.

2015 Sustainable Forestry Teachers Tour

- Council has sponsored the tour for several years, and the Idaho Forest products Commission has approached us again about a 2015 sponsorship. They are requesting a \$300 sponsorship plus travel costs. Council has contributed \$400 in the past.
- Tour is designed to teach teachers about the Idaho Forest Products Industry.
- *Ken Roberts moved to sponsor the Sustainable Forestry Teachers Tour in the amount of \$400. Clyde Hanson seconded. Motion passed.*

Orofino Earth Day Event

- Judy Culver from the Cottonwood BLM office approached Tera about sources for possible funding assistance to pay for bussing kids from Juliaetta School District to participate in the Orofino Earth Day celebration.
- Some council members raised concerns that if we provide funds to bus Juliaetta kids, other school districts might want it as well, and we can't provide funds to everyone. It was suggested that we could generally sponsor the event, and they can choose how to allocate the funds.
- *Malcolm Dell moved to sponsor the Orofino Earth Day event in the amount of \$200. Tera King seconded. Motion passed.*

Clearwater Basin Collaborative: RFQ Helicopter Services for Elk Capture

- Drew has provided a copy of the RFQ in our meeting packets (first page only). This will be the 4th RFQ we have issued for helicopter services for this project. Same sort of work, different time of year, slightly smaller in scope than past RFQs.
- *Malcolm Dell moved to approve the RFQ for Helicopter Services for Elk Capture. Clyde Hanson seconded. Motion passed.*

Clearwater Basin Collaborative: CFLRP Coordinator Contract Renewal

- A final draft of the Professional Services Contract for the CFLRP Coordinator has been included in the meeting packet. This is a renewal of a contract that has been awarded to Tera King at NMI several times already. The CBC co-chairs have recommended that this be approved. The date is the only term that has been modified.
- *Dick Hodge moved to approve the CFLRP Coordinator Professional Services Agreement. Ken Roberts seconded. Tera King abstained. Motion passed.*

OLD BUSINESS

Spring 2015 Idaho RC&D Association Conference - Update

- The Idaho RC&D Association has been talking about using an online meeting forum for at least one of their two yearly meetings to reduce travel costs. Malcolm Dell submitted a proposal to them to coordinate this effort, and has been holding training sessions to work out any technological bugs.
- Actual meeting is scheduled for Friday March 6th 10am MST. Clearwater RC&D paid registration fee that would allow up to 5 people to participate.

Clearwater Basin Cooperative Weed Management Area MOU

- The last item in your packet is first two pages of the final draft of the MOU for the Clearwater Basin Weed Management Area. This item was brought up at the meeting last month.
- *Alan Martinson moved to approve and sign the Clearwater Basin Weed Management Area MOU. Clyde Hanson seconded. Motion passed*

Clearwater Basin Youth Conservation Corps 2015 Program

- Since Tera wasn't at the last meeting, she wanted to provide an update about the 2015 Youth Conservation Program that we voted to approve last month. She has been working on getting the crew hiring packet together. Will have at least 3 returning crew leads, and 20 total youth. Tera is also working on lining up funding, projects, and program of work.

Officers Biographies & Photos

- This item will be tabled until a new ED starts.

COMMITTEE REPORTS

Financial Review Committee

- Committee hasn't met recently, but protocol we put in place for check approvals has been working very well.
- Time for this committee to reconvene and to continue working on the development of financial policy document.

Forestry/Fire Committee

- Idaho Firewise will be adding another \$175,000 to their BLM agreement. A portion will be used for the 2015 statewide media campaign. May also be adding some short term project driven contracts.
- CBC - Aquatics and fish survey contract is in full swing
- CBC - a 5 year report of the CFLR agreement accomplishments has been put together (posted on the CBC website)
- Secure rural schools act (RAC funds) did not get funded this year
- Idaho Forest Restoration Partnership Conference happened last week

Agriculture Committee

- No updates were presented.

Sustainable Resources Committee

- No updates were presented.

The meeting adjourned at 3:20 p.m.

Approved By: _____

Date: _____