

CLEARWATER RC&D COUNCIL, INC.

MEETING MINUTES

April 23, 2015

Brammer Building, Lewiston, ID

1:15 p.m. to 3:15 p.m.

ATTENDANCE

Bob Tippett – President of Clearwater RC&D
Jaqui Gilbert – Executive Vice President of Clearwater RC&D
Tera King – Vice President of Clearwater RC&D
Alan Martinson – Treasurer of Clearwater RC&D
Ivy Dickinson – Secretary of Clearwater RC&D
Clyde Hanson – Idaho County
Ken Roberts – At-Large Member
Dick Hodge – At-Large Member
Malcolm Dell – At-Large Member
Kristen Sanders – BLM
Renée Hill – Executive Director of Clearwater RC&D

CALL TO ORDER

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INTRODUCTIONS

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AGENDA CHANGES

- Bob Tippett called the meeting to order at 1:15 p.m. and introductions were made.

Minutes

- March 26, 2015 minutes were emailed out on April 22.
- Malcolm asked that the minutes be corrected to reflect minimal technical difficulties with the IRCDA meeting, rather than no technical difficulties.
- *Ken Roberts moved to approve the minutes for March 26, 2015 with Malcolm's corrections. Clyde Hanson seconded. Motion passed.*

Treasurer's Report

- Alan Martinson presented the Treasurer's Report and the Transaction Report by Class, as of April 22, 2015.
- Alan described the details of the Report, including any discrepancies and negative balances, and stated that all of the reimbursements have been submitted.
- *Malcolm Dell moved to accept the Treasurer's Report. Alan seconded. Motion passed.*

Executive Director's Report

- Renée presented a brief written report as she has only been on the job for that past 4 days. She spent the first two days training with Drew. She is open to feedback and looking forward to getting to know everyone.
- We received the Circle of Diamonds Certificate of Excellence from the National Association of RC&D Councils.
- Renée attended a WA non-profits training on leadership in nonprofits the week before starting her new position.

NEW BUSINESS

Clearwater Basin Collaborative: YCC Project Manager Contract

- Tera reported that the executive committee voted via email to approve the contract for CBYCC management (awarded to Framing Our Community).

- FOC has been doing outreach to generate applicants for the YCC crews
- Working with Weitas Creek Outfitters to set up a work incentive award trip for YCC
- Nez Perce Tribe says they will pay wages for up to 3 tribal members who make it through hiring process

Idaho Firewise Garden Assistant Contract

- Ivy presented the scope of work (in packets) for a new Idaho Firewise Garden Assistant contract
- It is a short-term contract, with a limited number of hours associated with it. Total award is \$3,840.00. Contract falls under the requirement for a formal RFP/RFQ, so Idaho Firewise is recommending that it be awarded to Sarah Parks.
- Contractor will be hired as a laborer to assist Brett with garden maintenance
- *Malcolm Dell moved to approve the Garden Assistant contract award to Sarah Parks. Dick Hodge seconded. Ivy Dickinson abstained. Motion passed.*

Idaho Firewise College of Western Idaho Internship

- Ivy reported that Idaho Firewise would like to offer an internship opportunity in conjunction with College of Western Idaho (CWI) that will be based out of the botanical garden in Boise.
- CWI has an internship requirement as part of their 2-year horticultural program. This opportunity would fulfill that requirement
- Will pay a stipend of \$1,000 for 100 hours completed.
- Would like to bypass need for a professional services agreement by compiling appropriate justification documentation recommended by the Non-profit Risk Management Center
- Jacqui asked Alan if this would affect our audit. Alan did not think so.
- *Clyde Hanson moved to approve providing organizational support for the Idaho Firewise CWI Internship pending the compilation of appropriate documentation and modification of the Idaho Firewise project agreement. Dick Hodge seconded. Ivy Dickinson abstained. Motion passed.*

Office Space

- At several points in the past CRCD has speculated that a larger office space would provide a benefit to the council's projects, and would allow the council to add additional staff member's when/if it makes sense for them to do so.
- Idaho Firewise has recently approached the council to say that they are interested in potentially sharing an office space with the council
- Ivy and Renée toured and priced out several local options potentially available, and found that there is a cost effective option available in the same building that the CRCD currently has an office in for \$325/month (approximately 3 times larger than current office)
- Idaho Firewise would be willing to contribute \$110/month towards rent, but cannot commit to contributing beyond 09/30/2016.
- Alan reported that we budgeted for more than enough to cover any rent increases this year (even if Idaho Firewise couldn't contribute, CRCD could afford it)
- *Ken Roberts moved to approve renting the larger office space. Malcolm Dell seconded. Motion passed.*

OLD BUSINESS

Selkirk CWMA

- Alan talked to Jeremy Kleinsmith from the IPNF, who says he is interested in pursuing using the CRCD as a fiscal sponsor for FS funds intended for the Selkirk CWMA
- Selkirk CWMA has a meeting coming up tomorrow, if they are interested, Alan will have them fill out a project proposal form.

Officers Biographies & Photos

- Renée will begin to bug us all about this again as soon as she feels like she has figured out and is comfortable with some of the basic tasks associated with her new job.
- Will give Renée practice with updating the website. She will send an email to remind everyone about this.

COMMITTEE REPORTS

Financial Review Committee

- No updates were presented.

Forestry/Fire Committee

- Western States Governors that are participating in the multi-state proclamation declaring May as Wildfire Awareness Month have all signed (OR, CA, NV, ID, SD, MT, UT)
- New Steppe Up Media campaign to be released this summer (is part of the One Less Spark, One Less Wildfire Campaign)
- IDFW will be partnering with CBYCC and Cottonwood BLM field office to implement a Firewise demonstration garden in Clearwater County
- Adding additional funds to the IDFW agreement for developing Steppe Up Campaign

Agriculture Committee

- Just waiting for funding to be moved into cost-share agreements to start work on the CWMAs

Sustainable Resources Committee

- Malcolm reported that the Idaho Food Cottage Act went before the Idaho State Legislature this year, and didn't pass, so there's supposed to be a series of educational meetings regarding this topic (5 in Latah County)
- Currently more flexibility in ID than WA
- Malcolm would like to see a discussion at some point about structure of Western and National RC&D Associations. Should discuss revamping structure to promote strength and sustainability....and CRCD recommendations (as a strong council with political clout) to accomplish this goal.

The meeting adjourned at 2:45 p.m.