

CLEARWATER RC&D COUNCIL, INC.

MEETING MINUTES

June 25, 2015

Brammer Building, Lewiston, ID

1:00 p.m. to 3:00 p.m.

ATTENDANCE

Bob Tippett – President of Clearwater RC&D
Jacqui Gilbert – Executive Vice President 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
Jim Boland – City of Moscow
John Smith – Clearwater County
Ken Roberts – At-Large Member
Dick Hodge – At-Large Member
Kelli Rosellini – Clearwater Basin Collaborative Coordinator
Renée Hill – Executive Director, 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

- May 28, 2015 minutes were emailed out on June 24.
- Tera King actually called the last meeting to order, not Bob Tippett
- *Ken Roberts moved to approve the minutes for May 28, 2015 as corrected. Alan Martinson seconded. Motion passed.*

Treasurer's Report

- Alan Martinson presented the Treasurer's Report and the Transaction Report by Class, as of June 23, 2015.
- Alan described the details of the Report, including any discrepancies and negative balances, and stated that all of the reimbursements have been submitted.
- *Greg Johnson moved to accept the Treasurer's Report. Jacqui Gilbert seconded. Motion passed.*

Executive Director's Report

- Detailed ED report provided in meeting packet.
- Learning a lot still.
- Spending a lot of time on CBYCC. Making lots of documents, like injury report forms, and weekly report forms.
- Crews finishing their second week today, and so far so good. A couple of little glitches, but have dealt with them well.
- New Insurance policies in place. Now using e-verify.
- Looking through list of tasks for administrative assistant, project administrator.
- Finance meeting with CBC
- Jacqui mentioned some concern regarding the amount of time Renée has had to invest in the CBYCC project. Recommends being a little more clear about the time investment requested for this project in future years.

NEW BUSINESS

Idaho Firewise - CRCD Agreement

- Renée provided the revised Idaho Firewise – CRCD Agreement in packet.
- Talked about this last month, and tabled it until insurance policy decisions were made.
- Umbrella of General Liability Insurance will cover an IDFW intern, and IDFW will cover costs associated with the provision of workers compensation insurance by the council.
- *Jacqui Gilbert moved to accept the Idaho Firewise/CRCD agreement with the addition of a statement specifying that Idaho Firewise will cover additional costs associated providing workers compensation insurance to Idaho Firewise employees or interns. Ken Roberts seconded. Ivy Dickinson abstained. Motion passed.*

USACE – CRCD (CBYCC) Contract

- Binding Part of Contract is provided in packet. Renée has full contract available for anyone who would like to view it.
- Contract will allow USACE to hire CBYCC Orofino crew to do work at Dworshak to do trail maintenance.
- *Greg Johnson moved to approve the USACE/CRCD Contract as presented. Alan Martinson seconded. Motion passed.*

CBC (CFLRP Agreement mod 4) Agreement Modification

- This is modification 4 of the CFLRP agreement. It is adding a sum of \$114,048.00. Has been approved by CBC people, and prepared by US Forest Service.
- *Ivy Dickinson moved to approve the CBC CFLRP Agreement Modification as presented. Jacqui Gilbert seconded. Motion passed.*

CBC (CBYCC PA mod 1) Agreement Modification

- This is the modification 1 of the CBYCC PA Agreement. It is adding a sum of \$39,000.
- Tera talked about this last month. Funding from the regional office to pay for a portion of the cost associated with the CBYCC crews. CBC people approved.
- *Greg Johnson moved to approve the CBYCC PA modification 1 as presented. Ken Roberts seconded. Motion passed.*

BLM Agreement de-obligation of funds

- Renée is just providing an update about the community wildfire protection plan funding in a BLM agreement with the Cottonwood BLM office.
- There is approximately \$100,000 in the agreement, \$15,000 is being de-obligated.
- Kristen says more funding may be de-obligated next year. She would like to see the council propose ideas for spending some of this funding.
- Ivy will be submitting a proposal to use some of this funding to implement phase 2 of the IDFW project (using CBYCC crews) at McKays Bend next year. Ivy has already made Kristen aware that she will be doing this.
- Kristen would like to see counties also submit proposals for fuels, community assistance, fire reduction or mitigation.

CBYCC Videographer Contract

- The videographer contract will be used to hire a videographer to document the CBYCC project. They are looking at ending up with a PBS type PSA designed to let people know about the project. It may possibly be used to solicit donations for the CBYCC in the future.
- Contract amount is \$6,975.00

- Renée has developed photo release forms that all youth, and project partners featured in the video will sign.
- *Ivy Dickinson moved to approve the CBYCC Videographer Contract as presented. Alan Martinson seconded. Motion passed.*

OLD BUSINESS

CRCD Insurance Overview

- Have a new general liability policy with a new carrier (voted via email) called Alliance of Non-profits for Insurance. Specialize in insurance for non-profits.
- Other Council projects are now covered.
- Costs more than our old policy, but our coverage is much more comprehensive. Provides medical coverage as well, old policy did not.

INWFN Deposit Only Account

- Has been set up, and is working well. Provides a much better situation than what was going on, with deposits being put into a personal account.
- Alan reports no issues and no problems.

COMMITTEE REPORTS

Financial Review Committee

- Alan would like to schedule a meeting to start some preliminary budget discussions, and to continue to work on our financial policies.

Forestry/Fire Committee

- IDFW just put out an RFP for a large media package (total \$268,000). Proposals have been evaluated and vendors selected. Featured campaign will be the One Less Spark, One Less Wildfire Campaign.
- IDFW intern just finished her internship. All went well.
- IDFW demonstration garden going in at McKays Bend in Nezperce County. Phase 1 will be implemented this year with the CBYCC crew.

Agriculture Committee

- CWMA funding is in, so they're spraying weeds.

Sustainable Resources Committee

- Greater Palouse Meat Producers have completed the deliverable for their project. The report is complete and ready to be circulated.

Announcements

CBC – Update from Kelli Rosellini

- Kelli thanked the Council for all of their continued support for CBC.
- She explained a little bit about the CBYCC Videographer contract and the promotional video that Twisted Stave Media will be making. The hope is that it will help garner future support and funding to expand crews and geographic reach in future years.

The meeting adjourned at 2:25 p.m.