SWCD Conference Call
October 1, 2009

The purpose of the call was to inform districts about upcoming meetings and happenings.

$1 Million of Additional Funding from OWEB
OWEB has allocated an additional $1 million of funding to each SWCDs and Watershed Councils for the 2009-2011 Biennium.

For the 2007-2009 Biennium the $1 million of funding was allocated to the following items (see attachment "Expense Report for OWEB #208-927" for actual fund allotments).
- CREP technical assistance
- CREP
- Grants to districts for technical assistance
- ODA Administrative expenses
- Capacity Building
  - AG Public Records and Meetings manuals
  - "Sound HR Practices" presentation
  - Connect 2009
  - SWCD Spring Training
  - QuickBooks tutorial CDs
  - QuickBooks Pro Online Pilot
  - SWCD Long Range Business Plans
  - SWCC Strategic Planning
  - SWCD Training Scholarships

Some carry-over funding has been used to assist districts that would otherwise require taking loans out to continue operations until their 1st quarter payment arrives from ODA.

The SWCC will address the allocation of the 2009-2011additional funding at their quarterly meeting, scheduled for October 27-28, 2009 at East Multnomah SWCD. Keppinger asked districts to discuss the additional funding with their boards and to bring suggestions to the SWCC meeting or to their area representative. It was noted that if the funding was simply divided evenly among the 45 districts that would be approximately $22,000 in additional funding for the biennium.

In addition, Keppinger stressed that districts let the SWCC board and OACD representatives know that they appreciate the time and effort that was put into securing the funding for this biennium.

CREP Funding
At the last OWEB meeting $500,000 in capital funds was allocated to the CREP program. This funding can be used for implementation of the CREP plans. ODA and OACD are working with OWEB to request and have allocated between $250,000 and $500,000 in non-capital funds for technical assistance.

Keppinger encouraged districts to provide input on non-capital funding from OWEB to their SWCC and OACD representatives.

ODA Funds
 The agreement between ODA and OWEB for the $5 million of district funding was signed the last week of September. Hopefully, the funds will be released to districts before the end of October.

OACD Funding
OACD received $100,000, for the 2009-2011 biennium, through OWEB, the amount was matched for the Oregon Network of Watershed Councils. Keppinger did not have specifics on the OACD funding request, therefore, was uncertain as to the allocation of funds within OACD operations.

ODA-NRD SWCD Program Manager position
The job announcement should come out this week. The position will remain a management position. SWCC, OACD, NRCS, and OCEAN provided input to ODA to assist in how the position will be structured and filled.

Purchasing CCE Computers
Keppinger updated everyone with information gleaned over the past two months regarding district owned computers on the CCE network.

When a computer is purchased through the federal contract it has on it an operating system and some other program, however, the disk's for the programs and operating system are NOT normally included when the computer is shipped. When the computer is put on the CCE network IT removes ALL existing operating systems and programs, and then loads on their software and operating system. When districts remove the computer from the CCE network (or a computer comes off warranty), IT sanitizes the machine. The sanitizing leaves the computer hard drive completely wiped – operating system, programs, files, and even some hardware drivers are removed.

Keppinger found through much research that when purchasing a computer through the federal contract, a restore disk can be requested, but you must specifically ask for an ***operating system restore disk***. It is also possible to have the disk made locally after the computer is delivered, but prior to IT wiping it clean.

Warranty Expirations on CCE Computers
Keppinger alerted districts that IT will pull computers off the CCE network as their warranties expire. NRCS has been loaning districts computers to use for those that are pulled off of the system; but this policy may not continue. Some districts stated that they were given no notice of computers coming off the system and had to scramble to get back-ups done.

Connect 2010 and beyond
Keppinger noted that with the districts receiving the additional $1 million in funding from OWEB that there will probably be funds available for Connect 2010. However, if Connect is to continue into the future then fundraising efforts will need to be considered.

As Connect is an employee training event, district employees need to think about what role OCEAN should play in the coordination of the event. In addition, Keppinger encouraged everyone to consider how often the event should be held, i.e. annually, biannually, opposite years' as OWEB conference. Jackie Hastings stated that based on evaluation forms received from Connect 2009 that most employees would prefer to have the event held every year.

Employees interested in assisting with planning Connect 2010 are asked to contact Karla at ODA. The planning committee has been holding regular teleconferences.

OCEAN Annual Meeting
The group discussed when to hold the 2009 OCEAN Annual Meeting – consensus was to keep the meeting at the currently scheduled time of 5:30pm on Thursday, November 5, 2009, place to be determined.

Further discussion was held regarding future annual meetings. The group determined that OCEAN's bylaws need to be reviewed prior to committing to any changes in the annual meeting. (The question was raised as to whether to hold it in conjunction with the OACD Annual Convention or at the Connect event each year.) In order to facilitate a discussion regarding the annual meeting Janet Greenup will send the bylaws to Jason Faucera for posting on the OACD website with their convention information.

Training Opportunities
Keppinger shared with the group trainings that are available through Rockhurst University. She noted that the trainings are mainly focused toward management and administrative employees. The trainings are held in Portland, Eugene, Salem, and Bend. They also offer an extensive list of audio and web trainings. Keppinger noted that they also offer a program where you pay one flat fee for one year of unlimited trainings. Keppinger will share information on Rockhurst University with districts.

Several districts have staff participating in the "Principles of Public Contracting" course offered by the Oregon Department of Administrative Services (DAS). Keppinger encouraged all districts to attend this training and other trainings offered by DAS to gain more knowledge on public contracting and purchasing opportunities. Marion SWCD found it extremely beneficial to have a staff member attend the course, and believes that the training has more than paid for itself. Keppinger has been in contact with other public entities and is working to gain support to have DAS offer their courses via webcasts or DVD. Look forward to training at Connect 2010 on public contracting.

OACD Convention – role of OCEAN

Keppinger encouraged all districts to attend the 2009 OACD Convention. Discussion followed regarding the format of convention and the role of employees at convention. Keppinger noted that in the past OCEAN provided the vital role of support for the OACD Annual Meeting and Convention, and has had a long standing agreement to provide that support. The discussion will continue at the OCEAN annual meeting.

Attendance:

District	Name
Baker Districts	Laurie Owens
Clackamas	Rick Gruen
Clatsop	Misty Ogier
East Multnomah	Lissa Adams
Grant	Pat Holliday
Jackson	Markie Germer
Klamath	TJ Woodley
Marion	Jane Keppinger, Susan Ortiz
Morrow	Janet Greenup
Polk	Jackie Hastings
Tualatin	Judy Marsh, Lacey Townsend
Union	Lisa Mahon
Wasco	Ron Graves
Yamhill	Tim Stieber
Total attendance: 19 unique callers	Remaining callers did not check-in

Expense Report for OWEB #208-927 $1,000,000.00

Capacity Building Expenses

Date	Product	Cost
1/9/08	Purchase the AG's Public Records and Meetings manual for all SWCDs	$1,025.00
4/9-10/08	"Sound HR Practices" registration	$3,125.00
4/9-10/08	"Sound HR Practices" travel expenses	$2,244.54
2009	SWCD Spring Training 2009	$5,556.70
3/3/09	QuickBooks Tutorial CDs - 36 copies	$1,150.56
4/2009	QuickBooks Pro Online Pilot - 5 SWCDs	$2,371.70
4/2009	SWCD Long Range Business Plans	$15,000.00
4/2009	CONNECT 2009 Total Expenses	$17,469.87
6/2009	SWCC Strategic Planning June 23-24, 2009	$3,216.28
7/2/09	SWCD Training Scholarships, Etc.	$3,840.00
Total All Capacity Expenses		$54,999.65

CREP TA & TA Grants

FY 07-08	CREP payments	$273,525.66
FY 08-09	CREP estimated payments	$446,601.06
FY 08-09	TA Grants	$107,636.00
Total Payments to SWCD		$827,762.72

Administrative Expenses

2007-09	ODA Administration	$10,000.00
2007-09	ODA Administration	$3,500.00
2007-09	ODA CREP Administration	$31,500.00
Total Administration Expenses		$45,000.00

Total All $927,762.37

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